

AGENDA

This meeting will be recorded and the video archive published on our website

Prosperous Communities Committee
Tuesday, 21st March, 2017 at 6.30 pm
The Council Chamber - The Guildhall

Members:

- Councillor Sheila Bibb (Chairman)
- Councillor Gillian Bardsley (Vice-Chairman)
- Councillor Steve England (Vice-Chairman)
- Councillor Owen Bierley
- Councillor Michael Devine
- Councillor Paul Howitt-Cowan
- Councillor Mrs Jessie Milne
- Councillor Malcolm Parish
- Councillor Mrs Diana Rodgers
- Councillor Lesley Rollings
- Councillor Thomas Smith
- Councillor Trevor Young

1. **Apologies for Absence**
2. **Public Participation**
Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.
3. **Minutes of Previous Meeting**
 - a) Meeting of the Prosperous Communities Committee (PAGES 1 - 16) held on 31 January 2016
 - b) Meeting of the Special Prosperous Communities Committee held on 28 February 2016 (PAGES 17 - 18)
 - c) Meeting of the Special Prosperous Communities Committee held on 28 February 2016 (2) (PAGES 19 - 24)
4. **Matters Arising Schedule** (PAGES 25 - 28)
Setting out current position of previously agreed actions as at 13 March 2017

5. Members' Declarations of Interest

Members may make any declarations at this point but may also make them at any time during the course of the meeting.

6. Public Reports

- a) Six Month Selective Licensing Progress Update (PAGES 29 - 44)
- b) Defibrillator Scheme (PAGES 45 - 52)
- c) Mayflower National Heritage Lottery Funding Bid (PAGES 53 - 56)
- d) Rural Transport Proposals (PAGES 57 - 68)
- e) Implications of the Housing White Paper (PAGES 69 - 76)
- f) Broadband Provision across the District (PAGES 77 - 84)
- g) Gainsborough Heritage Master Plan (PAGES 85 - 96)
- h) Committee Work Plan (PAGES 97 - 100)

7. Exclusion of Public and Press

To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

8. Exempt Reports

- a) Gainsborough Marina
- b) Well-Being Service
- c) Gainsborough Car Parking Update

M Gill
Chief Executive
The Guildhall
Gainsborough

13 March 2017

Agenda Item 3a

Prosperous Communities Committee – 31 January 2017

Subject to Call-in. Call-in will expire at 4.30 pm on Friday 17 February 2017

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Meeting of the Prosperous Communities Committee held in the Council Chamber at the Guildhall, Gainsborough on Tuesday 31 January 2017 commencing at 6.30pm.

Present: Councillor Sheila Bibb (Chairman) (In the Chair)
Councillor Gillian Bardsley (Vice-Chairman)
Councillor Steve England – Vice-Chairman

Councillor Owen Bierley
Councillor Michael Devine
Councillor Paul Howitt-Cowan
Councillor Jessie Milne
Councillor Di Rodgers
Councillor Lesley Rollings
Councillor Tom Smith
Councillor Trevor Young

In Attendance:

Mark Sturgess	Chief Operating Officer
Ian Knowles	Director of Resources
Alan Robinson	Monitoring Officer
Eve Fawcett-Moralee	Economic and Commercial Growth Director
James O'Shaughnessy	Interim Strategic Lead – Transformation
Karen Whitfield	Community Commercial Investment Programmes Manager
Marina Di Salvatore	Economic Development Growth Project Officer
Tracey Bircumshaw	Financial Services Team Manager
Katie Coughlan	Governance and Civic Officer

Also in Attendance: One Member of the Public – Mr Steve Taylor

Apologies: Councillor Malcolm Parish

Membership: No substitutes were appointed for the meeting

69 CHAIRMAN'S WELCOME AND WITHDRAWAL OF REPORT

The Chairman opened the meeting, welcoming everyone present, including the member of the public who would address the Committee, during the public

participation section of the Meeting. The Chairman invited her Vice-Chairman, Councillor Steve England, in his capacity as Member Champion for Neighbourhood Planning to address the Committee and the following announcement was made: -

Following advice from the Saxilby Neighbourhood Plan examiner and WLDC Officers, it has been agreed that the Saxilby Neighbourhood Plan Report (agenda item 6a) be withdrawn, for consideration by Elected Members, at this evening's Committee. This is to allow appropriate time for Officers to consider a number of issues resulting from the examination. It was proposed that the report would be submitted to the March meeting of the Prosperous Communities Committee for consideration.

The Committee noted the position.

70 PUBLIC PARTICIPATION

The Chairman welcomed Mr Steve Taylor to the meeting and invited him to address the Committee. The following statement was made: -

I am sure that this Committee is working hard to ensure Prosperous Communities throughout the district. And throughout the district many people are voluntarily working hard to ensure this too.

Unfortunately we are all being hampered by the West Lindsey Prosperous Communities Prevention Department – otherwise known as Planning.

This service has diverted a £30,000 charitable donation destined to Scothern Village Hall and has failed to organise s106 monies toward community facilities from willing developers. Support for planning obligation monies towards community facilities is legal, in accordance with guidance and lots of other Councils do it.

This failure to provide community facilities for communities taking new homes development is costing communities dear – both in terms of the money they should be getting from planning obligations and then the grant of monies this would pump prime.

This could amount to hundreds of thousands of pounds per community- valuable grant aid that this District would not otherwise access. Grant aid which we know is scarce in this area – hence why we get less than the UK average.

So how are these Planning Officers making Prosperous Communities? Aren't Planning Officers undoing all the good you do?

Councillors, this issue needs to be grabbed, not talking to us isn't the answer. We, like you, want to see prosperous sustainable communities which people want to live in. But we do need to look to our elected representatives to correct the

ongoing wrong based upon an erroneous approach by Planning Officers who seem to think that the answer now is to create a wall of silence.

I ask this Committee to look into this so that your work is not in vain and I look forward to your support in getting community facilities supported. After all, if you don't get developers to support these facilities – we will expect the District Council to find the money. Surely a no cost option is preferable in these cash strapped times? And surely this is the way to make prosperous communities around the district?

Finally Chairman, can I ask for a reassurance that I will receive a specific response from this Committee to my specific statement and question raised tonight.

Thank you.”

The Chairman thanked Mr Taylor for his question and asked the Chief Operating Officer to address Mr Taylor's closing point.

Committee were advised that Mr Taylor would be posing a series of similar, yet differing questions to a range of the Council's meetings over the coming weeks. It was therefore intended to provide Mr Taylor with a single response to all the questions, once they had all been put. Assurance was offered that all the points raised would be addressed in this single response.

Whilst Members were accepting of this, there were some who were of the view that the issue raised warranted not just an Officer response but a Member response also. The Chief Operating Officer advised that this was not a matter for debate by the Committee that evening. It was important that Members had available to them, all relevant information relating to S106s and as such it had been agreed with the Chairman that a S106 monitoring report would be submitted to the Committee early in the new civic year and as such would be debated at that time.

Opposition Members welcomed the questions and were of the view it raised some important issues for rural communities, they welcomed the opportunity to further debate of this matter, and the points Mr Taylor had raised, at a future meeting.

In responding further, Officers indicated that the legal matters, and issues raised in the questions, could also be included within the report. Officers further welcomed Mr Taylor to be present for that debate.

Some Members suggested the matter could be referred to the Challenge an Improvement Committee. However as the Chairman of that Committee was present he indicated, in the first instance the matter should be looked at by the Policy Committee, if after such time Members were not content, this may be something that could be looked at, but he was confident this route would not be required.

Reference was also made to the work being undertaken by the Governance and Audit Committee, and it was further suggested by a Member that this could be incorporated. The Chairman advised the point would be noted.

Mr Taylor was again thanked for his question.

71 MINUTES

- (a) Meeting of the Prosperous Communities Committee – 6 December 2016.

RESOLVED that the minutes of the meeting of the Prosperous Communities Committee held on 6 December 2016 be confirmed and signed as a correct record.

72 MATTERS ARISING SCHEDULE SETTING OUT THE CURRENT POSITION OF PREVIOUSLY AGREED ACTIONS AS AT 23 JANUARY 2017 (PRCC.44 16/17)

Members gave consideration to the Matters Arising Schedule which set out the current position of all previously agreed actions as at 23 January 2017.

RESOLVED that progress on the Matters Arising Schedule, as set out in report PRCC.36 16/17 be received and noted.

73 MEMBERS' DECLARATIONS OF INTEREST

All Members present declared a non-pecuniary interest in Agenda Item 6 (c) (Food and Farming LDO) as one of the land owners was a serving District Councillor.

Councillor Jessie Milne sought advice regarding her position in relation to agenda items 6 (c) (Food and Farming LDO) and 8 (a) (Sun Inn and Joint Venture Company) in light of that she was also a serving Member of the Planning Committee.

In responding the Chief Operating Officer advised that pre-determination rules had become more liberal in recent years, and as long as Members kept an open mind and stated such when considering the Planning Application, their position was sound. It was suggested that at any future Planning Committee, affected Members should state that they had debated the matter at the Policy Committee, but still had an open mind and would listen to the debate and make their decision based on this.

Councillors Tom Smith and Owen Bierley declared a personal interest in agenda items 6 (c) (Food and Farming LDO) and 6 (e) (Monitoring of Festivals – Market Rasen and Caistor) as both were Members of the Planning Committee and Ward Members respectively.

Councillor Mick Devine declared a personal interest in agenda items 6 (c) (Food and Farming LDO) and 8 (a) (Sun Inn and Joint Venture Company) as a Member of the Planning Committee.

Councillor Paul Howitt-Cowan declared a personal interest in agenda items 6 (c) (Food and Farming LDO) as the Local Ward Member for Hemswell, and a personal interest in agenda item 6 (e) (Monitoring of Festivals – Market Rasen and Caistor) as a serving Member of the Leisure, Culture, Tourism and Events Working Group.

74 TO PRESENT THE CORPORATE PLAN (2016-2020) ACTION PLAN UPDATE (PRCC.46 16/17)

Consideration was given to a report which presented Members with details of key strategic activity in progress in support of delivery of the objectives of the Corporate Plan (2016-2020).

To ensure transparency and the publicising of the work the Council had undertaken and was involved with, a summary publication would be produced for issue to partners and the public.

Members were asked to note the key achievements during 2016/17 in support of the Corporate Plan.

Some Members welcomed the report and felt it clearly demonstrated the positive contribution the Council was making and the value it placed on partnership working. The notion of Devolution was still very much supported giving the increasing financial restraints. The contribution of the Community Grant Schemes was considered invaluable and consideration should be given as to how we would continue to support our communities, when current funding allocations had been depleted. It was acknowledged that opportunities might arise through Section 106 and CIL once the Local Plan was adopted. However, such monies would only become available once development had commenced and it was important the communities themselves led on how funds were allocated.

Clarification was sought as to whether some of the projects included within the report had been agreed by the Committee, or whether in principle decisions had been made, examples cited included the purchase of two properties on Market Street, and 5 – 7 Market Place. Some Members questioned the Value for Money of these schemes and requested a report back on such. Reference was made to properties on Stanley Street and again the value for money was questioned. In response Officers advised the two properties related to the Joint Venture proposal that would be considered later in the evening. In principle agreement had been given by the Committee in September 2016 and the Corporate Policy and Resources Committee in October 2016. It was acknowledged the wording could have been better. The project relating to the Market Place property was funded from planned maintenance on a rolling programme approved by the Corporate Policy and Resources Committee and ensured the Council met its obligations as

both a landlord and to its assets. It was acknowledged that the associated costs were high and these were being reviewed, assurance was offered that a raft of activity was underway to ensure value for money could be achieved and there was interest in the property. Details were unavailable regarding the Stanley Street properties and the Economic and Commercial Growth Director undertook to provide information to the Member concerned.

At the request of a Member the Chief Operating Officer clarified how CIL funding would be allocated, stressing that those areas that had an approved Neighbourhood Plan would be entitled to 25% of monies generated in their area and this could amount to a considerable sum, which would be available to the Parish Council.

The relevance of some of the themes were questioned, including the Central Lincolnshire Local Plan. In response Officers advised that once adopted it would set the targets for growth and as such was very relevant to progress the Council achieved. Neighbourhood Planning was also contained within that theme and was still very much relevant.

The layout on the whole was welcomed however some Members felt the success of some of the projects listed relied heavily on, and were underpinned by, broadband provision and access across the District being improved, and as such should be more prevalent within the document as a focus. It was felt that progress to date in this area had been limited. Assurance was offered that work in this area was continuing and ongoing but it was a complex and fragmented picture. Its underpinning nature was acknowledged and dual hatted Members offered their services to help in any way possible.

RESOLVED that the key activity detailed within the report which would facilitate the delivery of the objectives of the Corporate Plan be supported and noted.

75 FOOD AND FARMING LDO (PRCC.47 16/17)

Consideration was given to a report which proposed that West Lindsey District Council made a Local Development Order (LDO) to support and encourage development related to the Food Enterprise Zone (FEZ) at Hemswell Cliff, Lincolnshire. An LDO was a tool to simplify the planning requirements for development within a defined area for defined parameters.

The Central Lincolnshire Food and Enterprise Zone Local Development Order (LDO) sought to capitalise on the opportunities associated with the existing businesses/premises at Hemswell Cliff and the availability of adjacent land to support the development of an 'agri-food cluster' located within the A15 growth corridor.

The purpose of an LDO was to simplify and speed up the planning process by providing certainty about the types of development which would be permitted

within a specific area, and reducing the potential risks associated with the formal planning process, encouraging development to come forward in the area.

The LDO would facilitate development of new premises and facilities for businesses in the agri-food sector, thereby providing a location for new and expanding businesses and encouraging inward investment. Investment in the agri-food sector in this location would also contribute to the Council's regeneration and socio-economic objectives through the creation of employment opportunities and integration with the existing businesses and residential areas of Hemswell Cliff.

Officers summarised to Members the types of development which would and would not be permitted, these were contained in Section 2.2 of the report. The potential employment opportunities the project presented were also shared with Members. A full environmental impact assessment had also been undertaken.

The Local Ward Member welcomed the proposals and indicated it had the full backing of the local Parish Council. It was hoped it would act as a trigger and catalyst for further development and growth in the Parish.

In response to questions, Officers re-affirmed that the types of business which would be acceptable would not be of an offensive nature. Impact on the community and environment had, and would be, a high consideration. However the LDO would not supersede the usual planning application process, and such companies would still be permitted to make an application. Linking local communities to local produce was also an important part of the project and Officers were considering ways in which this shared aspiration could be delivered, a number of these were outlined.

Debate ensued and Members questioned what the position would be if grant funding was not secured. It was confirmed that a capital allocation of £500k had been agreed by the Corporate Policy and Resources Committee. Any further financing from the Council would be subject to an appropriate business case to do so, which would also need approval from the Corporate Policy and Resources Committee. Officers had applied for some funding through the GLLEP and the outcome would be known later in February 2017. The project would also be looked at from a commercial aspect by the Council.

It was further confirmed that initial desktop ground condition assessments had been undertaken as part of the environmental impact assessment. Whilst some potential effects have been identified at this stage, effective implementation and risk mitigation measures had been secured by LDO conditions and would have to be agreed prior to the commencement of development. Officers indicated that they would be happy to share the full assessment with Committee Members.

RESOLVED that the Central Lincolnshire Food and Enterprise Zone Local Development Order (LDO) be endorsed prior to public consultation

76 STRATEGIC TRANSPORT MODEL AND DEVELOPMENT STUDY (PRCC.47 16/17)

Consideration was given to a report which sought support to procure a strategic transport model in the Gainsborough urban area for the purpose of promoting sustainable growth through improving traffic flows within the town whilst also maintaining connectivity from Nottinghamshire and South Yorkshire into the District, safeguarding the economic benefits to West Lindsey of the primary routes to Scunthorpe, Lincoln and the coast.

The need for this work and the benefits it could afford the District were outlined in detail to the Committee. It was noted neighbouring authorities such as NKDC had already invested in such a model and were now benefitting from funding assistance to their infrastructure aspirations. The study would enable the Council to put itself in a similar position and thus be able to access required monies.

Officers advised that following a Corporate Policy and Resources Chair's Briefing, they had been requested to reconsider the funding of this Study and as such if Members were minded to support the proposals it would not be submitted to the Corporate Policy and Resources Committee until such time as alternative funds had been sourced. As such an in principle decision subject to funding was now being sought and it would be for the Corporate Policy and Resources Committee to agree how to fund the project.

In light of this, and on the advice of Officers the second recommendation, which related to the funding of this work, was removed.

On that basis it was: -

RESOLVED that the need for the procurement of the Strategic Transport Model and Development Study be acknowledged.

77 MONITORING OF FESTIVALS – MARKET RASEN AND CAISTOR (PRCC.50 16/17)

Consideration was given to report which sought to update Members regarding the Wolds Arts Festival and future tourism work. The report advised of the time limited funds which had been allocated to this work and assessed the impact the events had had on the local community.

The report advised that whilst the event was a great success and enjoyed by those attending, the cost of producing the Festival was not matched by economic impact over the two areas. In addition, as 82% of the audiences were from the local

catchment group, the Festival did not produce a large number of visits from outside the District. For these reasons it was being recommended that, given current financial constraints and the other emerging priorities detailed in the report, including the Mayflower 400, further provision of stand-alone events be not supported and no further resources be allocated in this regard.

Members felt it was still important for the authority to invest in the arts and culture but in a very much more enabling way. Volunteers desperately needed professional support in making grant applications, health and safety applications and leadership, if community events were to be successful. This was where it was felt the Council could still play a vital role in enabling, but a more sustainable approach was required.

Members also mentioned the support the authority had offered to North Lincolnshire, through the Devolution work, in seeking a review to the Wolds AONB, with a view to extending it to the Humber, which would further complement the tourist offer available in this District. An update was sought and the Chief Operating Officer undertook to contact the County Commissioner for the Environment to ascertain progress to date and would update the Committee through the matters arising report.

The enabling vision was shared across the Committee but some Members felt the Authority needed to aspire more.

RESOLVED that: -

- (a) the evaluation results of the Wolds Arts Festival be noted and no further funding be set aside to support the provision of stand alone events; and
- (b) Officers continue to work and support other emerging Tourism opportunities within the District and that this work continue to be monitored by the Leisure Culture Tourism and Events Working Group.

78 PROGRESS AND DELIVERY PERIOD 3 (PRCC.51 16/17)

The report was introduced by the Chief Operating Officer who noted that it reflected the performance of the Council in the first nine months of the 2016/17 municipal year (April – December).

The summary was structured to highlight those areas that were performing above expectations, those areas where there was a risk to either performance or delivery and those areas where further work was required for next year's report.

Areas described as performing well included: Building Control; Development Management; Projects and Growth; and the Trinity Arts Centre.

Those areas described as risks included: Local Land Charges; Enforcement; Markets; and Home Choices.

Further information was given on each of the above. Data relating to Complaints, Comments and Compliments were being reconsidered to present a more sophisticated way of monitoring. A measure around section 106s and CIL was also to be introduced to give members greater visibility.

Discussion ensued and a Member sought assurance that when planning applications alluded to economic growth, the Growth Team should be included as consultees and that link made and embedded. Officers advised that this was the case, however if the Member had a differing experience, they would be happy to discuss this outside of the meeting.

A Member made further enquiries regarding the under-performance in car parking income and sought to ascertain why the finance team had been unable to offer any explanation within the report. There was a view that the current Car Parking Strategy was failing Gainsborough. It was suggested that income was down, as people could no longer find a parking space.

In responding, the Financial Services Manager asked Members to recall that the Car Parking Strategy had stated there was limited evidence available as to what to base the charges on, furthermore the impact of the loss of the multi-storey and the introduction of charges in Market Rasen would be unknown and would need to be factored in at some point in the future. The quarter 3 Monitoring Report due for consideration by the Corporate Policy and Resources Committee on 9 February 2017, did advise, and provide details, of budget pressures relating to car parking income for a number of reasons including the delay in introducing charges in the Market Rasen, in order to support businesses through the Christmas period. Income from car parking permits had increased and pressure of around £39k was being reported.

Some Member considered the Strategy was just not working, permits were up and yet income in general was down. A Council priority was to be open for business and this Strategy just did not support it.

The Chief Operating Officer responded advising that he had been liaising closely with the Chairman regarding issues the Council were aware currently existed and those which were likely to arise in the future. The Car Parking Strategy for Gainsborough needed to be reviewed, and a further report would be submitted to the Committee in March 2017. The report would look at a raft of things including the financial position and pricing of permits but also opportunities for additional car parks around the town. Some work had been undertaken to date and approximately 70 council staff had been relocated to the Tesco overspill car-park, freeing up spaces nearer the town centre, however it was acknowledged that further work was required.

Members welcomed the positive position in terms of Enforcement, and the continued success being realised by the Trinity Arts Centre. Concern was expressed that the situation in respect of homelessness would only continue.

Returning to concerns relating to the car park income, Members shared their experiences of having tried to park in the town centre recently and expressed disappointment that the original Strategy's driver appeared to have been cost. Feedback from residents was that they could not get to their streets as the parking situation was having an impact and it had been suggested that this was Council Staff. There was a view that the Council needed to make parking easier and closer to the shops if it really wanted to support businesses. Expectation now dictated people wanted to park close and shop instantly and a cost neutral driver would never deliver this.

The interim work undertaken with regard to staff parking was reiterated. The revised arrangements could, and would, be enforced against essential car users, at a total of 59. However staff "paid for permits" / casual users were issued permits at the same cost as to residents, and staff which had agreed to relocate had done this out of good will.

Some Members were of the view that a radical review of how enforcement was carried out was required and welcomed indication that more resources would be put into this area.

RESOLVED that having reviewed the performance information contained in the Progress and Delivery Report, the report be accepted.

79 REVENUE BASE BUDGETS 2017/2018 (PRCC.52 16/17)

Members gave consideration to a report which set out details of the Committee's draft revenue estimates for the period 2017/18 – 2021/22.

The process for preparing the budget was shared with Members and detailed at Section 1.3 of the report. The major variances when compared to the 2016/17 base budget and the reasons for these were also shared with Members and were detailed in Section 2 of the report.

In conclusion the Committee were asked to note that the Corporate Policy and Resources Committee, at their meeting on 15 December 2016, when considering the Committee's recommendations relating to Fees and Charges had resolved to remove the burial charges for children under 12 years old and had suggested that the proposed uplift of 130% be delivered over two financial years. Further information was contained in Section 3 of the report.

RESOLVED that the draft Prosperous Communities budget for 17/18 be **RECOMMENDED** to the Corporate Policy and Resources Committee for inclusion in the Medium Term Financial Plan 2017/18 – 2021/22

80 WORK PLAN (PRCC.53 16/17)

Members gave consideration to the Committee work plan.

It was confirmed that the two additional items, referenced throughout the meeting, namely, A Section 106 Monitoring Report and the Review of the Car Parking Strategy would be incorporated into the Work Plan.

RESOLVED that the Work Plan as set out in report PRCC.42 16/17, subject to the two additions referenced above, be received and noted.

81 EXCLUSION OF PUBLIC AND PRESS

RESOLVED that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

82 SUN INN RE-DEVELOPMENT- FUNDING AGREEMENT AND MARKET STREET REGENERATION – JOINT VENTURE PROPOSAL, GAINSBOROUGH (PRCC.54 16/17)

In September/October 2016 both Prosperous Communities and Corporate Policy and Resources Committees agreed in principle to:

- (a) a capped grant to enable the delivery of hotel and restaurant, and
- (b) to the creation of a joint venture company.

In doing so Members acknowledged that securing a hotel in Gainsborough would have a significant and positive economic impact on the town; and with regard to the joint venture company the strong rationale as summarised below:

- DPL/NSGL ownership of the adjacent property required to deliver a hotel;
- DPL matching funding with the Council's equity share investment;
- DPL's track record of delivering successful regeneration in the town;
- enabling the Council to deliver key regeneration objectives and generate potential commercial return to the Council.

In short, both projects would accelerate the physical and economic regeneration of the town centre. Officers at that time had been delegated to negotiate and prepare a Grant Funding Agreement (GFA), Joint Venture Agreement (JVA) and Articles of Association in line with the Heads of Terms agreed by these committees.

When first considering these proposals Members stressed the importance of securing high quality development and the need to maximise the environmental and regenerative impact of the projects to be commensurate with the level of Council support. In response to this Officers had worked up the Joint Venture Agreement, and Articles of Association to incorporate a wider area of benefit, to include Market, North and Church Streets and Market Place.

The Council and its commercial advisors had continued to work on an “open book” basis with DPL to scrutinise the cost and value of the hotel. A detailed scheme had been worked up and would form a planning application to be submitted to a future meeting of the Planning Committee.

Officers had augmented and quantified the business case to support the redevelopment of the hotel and restaurant, and Joint Venture Company through a bespoke economic impact assessment undertaken by an independent specialist 31TEN.

Further specialist legal advice had been taken in developing these proposals specifically with regards to State Aid and procurement, in addition to in-house legal advice, which had appraised the final suite of agreements to implement the recommendations. These Agreements followed the Heads of Terms Members agreed in September/October 2016 and provided a robust basis to manage the release of the Council’s funding, delivery of outputs and ensure value for money.

Debate ensued and Members expressed their concerns at the press release contained in the Gainsborough Standard on 19 January despite the Council having only made an in principle agreement. There was a view that had Members released the content of the proposals prior to a final decision, they would have been reprimanded. It was also questioned whether Planning Members had been compromised.

Officers offered their apologies and confirmed it was not a Council press release, the event had been a community consultation event around the planning application. Regardless, Members were of the view that arrangements should have been put in place to ensure that there was no media cover prior to the decision being made. Members had been put in a difficult position when faced with questions from residents and the article had the potential to damage the Council’s reputation without having put the potential loan arrangement into some wider context.

In responding to concerns, it was acknowledged that as with any project there was a risk, however the GFA had been drafted to include provisions which protected the Council in the event of non-performance or a breach of the terms of the GFA by NSGL the wholly owned subsidiary of DPL. There were also safeguards should the venture prove more successful than envisaged, the Council would share in these profits. These protections were outlined in detail to the Committee. It was stressed that this was in no way a soft loan and the private developer was considered to be carrying more risk. The provisions contained with the arrangements were tighter than any applied by European Funding. The project as a whole was a huge social and economic enabler and would deliver some key features the town was crying out for.

The S151 Officer offered further reassurance that he and the Monitoring Officer had looked at the proposal independently to ensure the Council's funding was safeguarded as far as possible and that the Council's interests were protected. The viability gap alleged by the developer had also been independently tested.

The Chief Operating Officer re-iterated his previous advice regarding Members of the Planning Committee and their position.

In responding to concerns that design and quality needed to be fitting, Officer reiterated that proposals would be subject to same planning requirements as any other application. This was a prime site and the developer would be obliged to meet certain legal requirements, if planning permission were to be granted, as would any development in that area. Members were reminded that this was part of the decision they were being asked to make and this was the responsibility of the Planning Committee. Visiting Members would be permitted at the Committee and would be able to submit consultation responses as with any planning application.

No funding would be released until such time as planning permission had been granted.

Following much discussion it was:

RESOLVED that:

- (a) the Council enters into a Grant Funding Agreement (in the form attached as appendix 1 to report PRCC.54 16/17), to enable the redevelopment of the Sun Inn to a new 56 bedroom hotel with an independent ground floor restaurant;
- (b) the Council becomes a member of Market Street Renewal Limited (a 50/50 joint venture company with DPL to facilitate the regeneration of Market, Church and North Streets and Market Place area) by subscribing for shares in the company in accordance with the Joint Venture Agreement, Articles of Association and associated company formation documents in the form attached at Appendix 2 of report PRCC.54 16/17.

- (c) the Council enters into the Joint Venture Agreement, and the Shareholders Loan Agreement (in the form attached as appendix 2 to report PRCC.54 16/17) to form, finance and govern the operation of “Market Street Renewal Limited”
- (d) it be **RECOMMENDED** to the Corporate Policy and Resources Committee that the release of the requisite funding set out in recommendations 1 2 and 3 above and to include a capped grant of up to £1,400,000 to NSGL, pursuant to the GFA, and loan funding of £250,000 pursuant to a Shareholders Loan Agreement to Market Street Renewal Limited, be approved
- (e) it be **RECOMMENDED** to the Corporate Policy and Resources Committee that the sale of the Council’s long leasehold interest in two commercial properties into Market Street Renewal Limited at market value, subject to a business case and in compliance with the Council’s Disposal Policy, be approved
- (f) the Commercial and Economic Growth Director plus one other officer or independent, be appointed as Directors of Market Street Renewal Limited and approve that the Council enters into the Deed of Indemnity (in the form attached as appendix 3 to report PRCC.54 16/17) in respect of each such appointee.
- (g) the Director of Resources be appointed to represent the Council as the shareholder in Market Street Renewal Limited.
- (h) the Chief Executive be granted delegated authority, following consultation with Chairmen of Corporate Policy and Resources and Prosperous Communities Committees to take such decisions and execute such documents as shall give effect to the above decisions.

Note: Councillor Smith voted against the above proposals and requested that this be recorded.

The meeting concluded at 9.08 pm.

Chairman

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Special Prosperous Communities Committee – 28 February 2017
Subject to Call-in. Call-in will expire at 4.30 pm on Friday 10 March 2017

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Special Meeting of the Prosperous Communities Committee held in the Council Chamber at the Guildhall, Gainsborough on Tuesday 28 February 2017 commencing at 6.00pm.

Present: Councillor Sheila Bibb (Chairman) (In the Chair)
Councillor Gillian Bardsley (Vice-Chairman)
Councillor Steve England – Vice-Chairman

Councillor Owen Bierley
Councillor Michael Devine
Councillor Paul Howitt-Cowan
Councillor Jessie Milne
Councillor Malcolm Parish
Councillor Judy Rainsforth
Councillor Tom Smith

In Attendance:

Ian Knowles	Director of Resources
Alan Robinson	Monitoring Officer
Katie Coughlan	Governance and Civic Officer
Dinah Lilley	Governance and Civic Officer
Jana Randle	Governance and Civic Officer

Also Present: Councillor Chris Darcel
Councillor Jeff Summers
Councillor David Cotton
Councillor Ian Fleetwood

Also in Attendance: Two Members of the Public –

Apologies: Councillor Di Rodgers
Councillor Trevor Young

Membership: Councillor Judy Rainsforth was appointed substitute for Councillor Trevor Young

83 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest made.

84 SAXILBY NEIGHBOURHOOD PLAN

Consideration was given to a report which presented the up-to-date position in terms of the development of the Saxilby Neighbourhood Plan. The report recommended that the Plan proceed to the Public Referendum stage following a successful independent examination.

The Committee welcomed the production of yet another Neighbourhood Plan. These were invaluable in helping Members understand the community's desires and aspirations. Thanks were placed on record to all those involved in its production, acknowledging that at times this had proved difficult.

The Committee commended the work undertaken by the Neighbourhood Planning Officer, the support he offered local communities and welcomed the submission of many more Neighbourhood Plans to come.

RESOLVED that the Saxilby Neighbourhood Plan be formally approved to advance to the Public Referendum stage, in line with the advice received from the Independent Examiner.

The meeting concluded at 6.05pm

Chairman



WEST LINDSEY DISTRICT COUNCIL

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Councillor Owen Bierley
Councillor Michael Devine
Councillor Paul Howitt-Cowan
Councillor Jessie Milne
Councillor Malcolm Parish
Councillor Judy Rainsforth
Councillor Lesley Rollings
Councillor Tom Smith

In Attendance:

Manjeet Gill	Chief Executive
Ian Knowles	Director of Resources and S151 Officer
Alan Robinson	SL - Democratic and Business Support
Eve Fawcett-Moralee	Director Economic & Commercial Growth
Jo Walker	Team Manager Projects and Growth
Katie Coughlan	Governance and Civic Officer
Dinah Lilley	Governance and Civic Officer
Jana Randle	Governance and Civic Officer

Also Present: Councillor Matthew Boles
Councillor Jeff Summers
Councillor David Cotton
Councillor Ian Fleetwood
Councillor John McNeill
Councillor Adam Duguid

Apologies: Councillor Di Rodgers
Councillor Trevor Young

Membership: Councillor Judy Rainsforth was appointed substitute for Councillor Trevor Young

85 MEMBERS' DECLARATION OF INTEREST

Councillor David Cotton, as a Visiting Member, sought advice regarding the position of serving Planning Committee Members in relation to agenda item 4 (Development Partner).

In responding the Monitoring Officer advised that pre-determination rules had become more liberal in recent years, and as long as Members kept an open mind and stated such when considering any future planning applications which may arise as a result, their position was sound. It was suggested that at any future Planning Committee, affected Members should state that they had debated the matter at the Policy Committee, but still had an open mind and would listen to the debate and make their decision based on this.

No declarations of interest were made.

86 EXCLUSION OF PUBLIC AND PRESS

RESOLVED that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

87 PROCUREMENT OF A DEVELOPMENT PARTNER FOR WLDC : INVITE TO SUBMIT OUTLINE PROPOSALS (ISOP).

West Lindsey District Council had committed to an ambitious programme of housing growth and town centre regeneration in Gainsborough which would build on the success of previous development and enable the town to fulfil its potential as an attractive and thriving sub-regional centre. Securing a strategic development partner was integral to the success of this programme and the delivery of the vision for Gainsborough and the District.

In October 2016, Members had approved the Contract Notice (OJEU Notice) and the Memorandum of Information that set out the scope of the procurement for the Development Partner.

Members had also approved the Selection Questionnaire (“**SQ**”) and related evaluation criteria to enable the Council to shortlist bidders for the next stage of the procurement process, referred to the Outline Solutions stage.

Following these approvals, on 14 November 2016, the Contract Notice was published in the Official Journal of the European Union (“**OJEU**”) inviting expressions of interest from organisations wishing to enter into a long term Joint

Venture with the Council to deliver a phased programme of commercial and housing development in Gainsborough.

The Council was conducting the procurement in accordance with the Competitive Dialogue procedures pursuant to Regulation 30 of the Public Contracts Regulations 2015.

Following the receipt of expressions of interest from a number of developers, Members were asked to acknowledge the proposed shortlist of candidates to be taken forward to the “Invite to Submit Outline Proposals (ISOP) stage of the process. Members were also asked to approve the ISOP document which had been appended to the report.

In order to aid Members’ understanding of the process to date, the process going forward and the purpose of the ISOP document, the Director of Economic & Commercial Growth and the Team Manager for Projects and Growth made a presentation to Members.

During the presentation, Members were provided with information relating to the following: -

- A reminder of the vision and aspirations of West Lindsey District Council, in terms of the District’s regeneration and the challenges this posed and thus for the need to attract a Development Partner;
- Details of the five stages of the Competitive Dialogue Procurement Process that would be undertaken prior to any Notice of Award, noting that Committee approval would be sought at each and every stage;
- The next stage of the process, the ISOP, and its purpose, which was to focus the shortlisted developers on producing proposals for Gainsborough and the wider District that could be evaluated by the Council in accordance with the pre-disclosed evaluation criteria. Three phases of development had been identified to assist bidders in producing a “Partnership Business Plan”. These were shared with Members. It was noted that the phasing and sites had been provided to assist Participants in their bid submission but not to constrain their proposals. The scope of the contract notice allowed for flexibility, for example if a development partner had an idea for development which might enhance the regeneration outcomes for the town centre but that was not explicitly mentioned within the procurement documents, they could include this as an ‘ancillary site or project’ provided it was fitting with the overall scheme objectives;
- A sample of the development principles which had been set for each phase. It was stressed that these did not need to be delivered in a sequential order;
- The Evaluation Criteria that the Authority would use to evaluate the bids, and the weighting which would be applied to each section;
- In depth details of each section of the evaluation criteria and what bidders would need to demonstrate under each section;

- Details of the enabling funds and town centre sites for inclusion, which had previously been approved, to support the project and the progress which had been achieved to date ;
- Examples of previous re-developments undertaken by those developers who would be invited to proceed to the next stage of the process; and
- On approval of the ISOP, the next stages which would follow and which would conclude with the Committee giving consideration to the received outline proposals in July 2017.

Debate ensued with Members asking a number of pertinent questions and suggesting that there should be some sort of over-arching connectivity plan to ensure all sites were well connected, not just transport terms, but in ways which addressed the Health agenda, for example safe walking and jogging routes, cycling routes and play areas. This was something that was currently made easy around the town.

In responding Officers advised that the Gainsborough Master Plan was the base document from which these proposals had been developed. Such requirements were explicit in that and thus were implicit in this piece of work, however Officers gave assurance that this element would be addressed in any forthcoming negotiations.

In responding to further questions, Officers advised that a report on a potential Marina would be submitted to the Committee's next meeting. It would not be ruled out from the Development Partner proposals, however the land was not in the Council's ownership and thus this would require a slightly different approach being adopted.

Assurance was also sought and received that any Joint Venture Company would be a separate legal entity to the Council. The Council would be a shareholder and would agree a business plan which would be reviewed on an annual basis. The phrase "buyer of last resort" was also clarified to Members' satisfaction. The cost to the Council in establishing any JV was also outlined

Members felt it paramount that there should be no publicity issued by any developer regarding any proposals unless prior consent had been given by the Council. Officers gave their assurance that this would be addressed with any successful bid and confidentiality was of paramount importance whilst in a competitive dialogue procurement process.

Members sought and received information regarding the future potential use for a number of the sites mentioned within the proposals, and how this may affect those sites' current usage. It was accepted that car parking in the town needed to be resolved and Officers advised an update report was being prepared for consideration at the Committee's next meeting.

Finally in responding to Members' comments, Officers outlined the independent advice and in house expertise which had been sought in working up the proposals, by way of assurance.

On that basis it was unanimously **RESOLVED** that:

- a) it be recommended to the Corporate Policy and Resources Committee, that the proposed ISOP documents appended to the report be approved;
- b) it be recommended to Corporate Policy and Resources Committee that subject to further testing of the legal structures, in principle the Council enters into a Joint Venture with a selected development partner for the delivery of the regeneration programme as part of the ISOP process;
- c) it be agreed to delegate any final changes to the ISOP document to the Chief Executive, following consultation with the Chairs of Prosperous Communities and Corporate Policy and Resources Committees; and
- d) it be recommended to Corporate Policy and Resources Committee, that a further budget of £75,000 to support and conclude the procurement process for the development partner and legal costs of the creation of the Joint Venture Company, to be funded from the Investment for Regeneration and Growth Earmarked Reserve, be approved.

The meeting concluded at 7.25 pm

Chairman

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Purpose:

To consider progress on the matters arising from previous Prosperous Communities Committee meetings.

Recommendation: That members note progress on the matters arising and request corrective action if necessary.

Matters arising Schedule

Active/Closed	Active				
Meeting	Prosperous Communities Committee				
Status	Title	Action Required	Comments	Due Date	Allocated To
Black					
	broadband - audit of provision across district	<p>extract from mins of mtg 6/12/16 (b) in light of the comments made throughout the course of the debate, Officers be requested to undertake a District Wide Audit of community spaces, residential dwellings and business premises to ascertain their current broadband provision and experiences;</p> <p>(i) the Audit to be undertaken by way of survey; (ii) the draft survey to be formulated in consultation with the Chairman of the Committee; and (iii) its proposed content and proposed circulation methods be shared with Members via e-mail during January 2017 for comment.</p>	please undertake above action in accordance with agreed timeline - further item on the agenda for March 2017	28/02/17	Ian Knowles

	s106 monitoring report	<p>extract from mins of mtg 31/1/17:- S106 monitoring report would be submitted to the Committee early in the new civic year and as such would be debated at that time.</p> <p>In responding further, Officers indicated that the legal matters, and issues raised in the questions, could also be included within the report. Officers further welcomed Mr Taylor to be present for that debate.</p>	item added to forward plan - kjc report breif sent to lead officer - MS	08/02/17	Katie Coughlan
	Corporate Plan Progress Summary DOC	<p>Extract from mins of mtg 31/1/17 To ensure transparency and the publicising of the work the Council had undertaken and was involved with, a summary publication would be produced for issue to partners and the public.</p>		15/03/17	James O'Shaughnessy
	review of car parking strategy	<p>extract from mins of mtg 31/1/17:- The Car Parking Strategy for Gainsborough needed to be reviewed, and a further report would be submitted to the Committee in March 2017.</p>	item added to forward plan - kjc report brief sent by MS	08/02/17	Eve Fawcett-Moralee

	LDO - Environmental Impact Assessment	extract from mins of mtg 31/1/17 It was further confirmed that ground condition assessments had been undertaken as part of the environmental impact assessment and whilst recommendations had been made, it would be at the development stage, that the way forward would be determined. Officers indicated that they would be happy to share the full assessment with Committee Members.	non technical assessment version was circulated to cttee members by e-mail.	08/02/17	Marina Di Salvatore
Green					
	market rasen car parking consultation	extract from mins of mtg 13/9 Referring to the workplan item entitled "Market Rasen Car Parking" Councillor Smith sought and received assurance from Officers that consultation with Ward Members would be undertaken prior to the Committee receiving the report.	please ensure requested consultation is built into report prep. 25/10/16 Cllr Smith requested that stakeholders be included in the consultation.	28/02/17	Mark Sturgess
	work plan - age uk item	extract from mins of mtg 13/9/16 Referring to the workplan item entitled "Presentation by Age UK", currently scheduled for October, Councillor Bierley requested that an invitation be extended to all Members of the Council to attend for this.	This matter has been further discussed at briefing and it has been agreed that a workshop style session open to all members (and also parish councils will be arranged) – the session will look at the new four year strategic plan and extended services on offer in the District. Proposed date identified 15 Feb 17 . afternoon and evening session. invite letters drafted. - chair has indicated she may wish to invite another speaker, therefore matter to be discussed further at chairs brief in Jan . Item currently on hold whilst Chairman liaise with Speaker. Likely presentation will be held in June 2017 now.	28/02/17	Katie Coughlan

	stanley street	extract from mins of mtg 31/1/17: - Details were unavailable regarding the Stanley Street properties and the Economic and Commercial Growth Director undertook to provide information to the Member concerned.	It is Councillor Young who requires the further information	28/02/17	Eve Fawcett-Moralee
	contact county commissioner	extract from mins of mtg 31/1/17: - Members also mentioned the support the authority had offered to North Lincolnshire, through the Devolution work, in seeking a review to the Wolds AONB, with a view to extending it to the Humber, which would further complement the tourist offer available in this District. An update was sought and the Chief Operating Officer undertook to contact the County Commissioner for the Environment to ascertain progress to date and would update the Committee through the matters arising report.		31/03/17	Mark Sturgess
Grand Total					



PRCC.57 16/17

Committee: Prosperous
Communities

Date 21st March 2017

C

Subject: Update on Selective Licensing in the Gainsborough South West Ward

Report by:

Chief Operating Officer

Contact Officer:

Andy Gray
Housing and Communities Team Manager
01427 675195
Andy.gray@west-lindsey.gov.uk

Purpose / Summary:

To provide elected members with an update in regards to the selective licensing scheme

RECOMMENDATION(S):

- 1) Members are asked to note the contents of this report and agree that further update will be provided in 6 months' time after the scheme has been in operation for one year

IMPLICATIONS

Legal:

The legal basis for the introduction of the selective licensing scheme can be located within the Prosperous Communities Committee report from 22nd March 2016.

Financial: FIN/142/17

Section 6 outlines the financial income received from the licensing fee to date. Further review of the wider financial implications will be undertaken within the second year of the scheme as it becomes embedded.

The Council has to date received £67, 800 from licence fee income. The majority of this figure consists of the £120 fee paid to the Council via Homesafe for landlords that apply to be licensed in this manner. A small amount relates to the Council applications where the landlord pays the full fee of £375 up front.

Staffing:

The Selective Licensing Officer will be in post until August 2018. A review of this post will be undertaken in December 17.

Equality and Diversity including Human Rights :

The designation for the scheme has been set out in accordance with the Housing Act.

Risk Assessment :

Enforcement – the level of enforcement undertaken will pose a financial, reputational and public interest risk. This risk will be considered on a case by case basis and will be focused upon the cases that pose the highest risks in relation to the scheme objectives.

Climate Related Risks and Opportunities:

Improvements to individual properties will impact upon their individual energy efficiency and ratings. Further work will be undertaken to capture this in later phases of the scheme.

Title and Location of any Background Papers used in the preparation of this report:

Prosperous Communities Committee report 22nd March 2016 - <https://www.west-lindsey.gov.uk/my-council/decision-making-and-council-meetings/meetings-agendas-minutes-and-reports/prosperous-communities-committee/prosperous-communities-committee-reports/>

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Introduction

- 1.1. The Selective Licensing scheme in the Gainsborough South West Ward was approved at Prosperous Communities Committee on the 22nd March 2016. The scheme then came into force on the 18th of July 2016 for a five year period.
- 1.2. This report provides an update in regards to the progress of the scheme and outlines the current position, the main areas of work undertaken to date and provides the timescales and objectives for the future phases.
- 1.3. An update report has been provided to each of the Prosperous Communities Committee Chairs Briefings since the inception of the scheme.
- 1.4. Given the ever changing data in relation to the scheme, updates on the key statistics will be provided at the Committee meeting on the 21st of March 2017 to ensure that the information provided is as up to date as possible,

2. Background

- 2.1. All landlords within the area who rent out their property are required to have a licence. The Council opted to deliver a co-regulated scheme in partnership with Homesafe. Homesafe work with landlords to ensure that they complete their applications and become licensed. Once licensed, Homesafe provide support to the landlord to assist them in remaining compliant with the conditions of the scheme.
- 2.2. The Council has also worked directly with a number of landlords who have not or cannot apply via Homesafe. The overarching principle of the co-regulation arrangement is that landlords are supported by Homesafe in order to remain compliant with the scheme, enabling the Council to focus its resources on dealing with landlords who are non-compliant, unlicensed or criminal.
- 2.3. The Council's approach to the scheme has been focussed on ensuring that landlords who wish to be licensed and be compliant are supported, dealt with fairly and given reasonable timescales to obtain their licence. The onus is on a landlord to obtain a licence and the Council has taken the necessary steps to ensure all landlords in the area are aware of the scheme and understand that they need to be licensed.
- 2.4. Information sessions were held in August 2016 to provide landlords with advice and guidance on the scheme, how to apply and how it would work. These were well attended and despite there being some objections to the scheme from some landlords, many have now proceeded to apply for or obtain licenses within the timescales.

2.5. It is the Council's aim to ensure that all eligible landlords are licensed and within the scheme within its first year. This will then enable the remaining 4 years of the scheme to be focused on compliance and improvements.

2.6. Members should note that failure to apply for a licence is a criminal offence and may result in prosecution with fines of up to £20,000. If a licence is issued and the conditions are breached this could lead to a fine of up to £5,000 and potentially revocation of the licence that is in place.

3. Current Position

3.1. Landlords were asked to apply for a licence by the 31st of October 2016. Due to the level of demand and the number of applications that came in on or immediately prior to the date, the deadline was extended to the 1st of November 2016.

3.2. Due to the information required at application stage and the processing demand placed on the Council and Homesafe, landlords were then given until the 31st of January 2017 to complete their application, provide all relevant certification and payments. This approach provided landlords with over 6 months in which to complete their application.

3.3. It is important to recognise and stress that the majority of landlords have been cooperative in regards to the requirements and have taken positive steps to ensure that their properties comply with the requirements of the scheme. The progress made, outlined in this report, could not have been achieved without this approach from landlords.

3.4. Any landlord that had not completed their application by the 31st of January 2017 has been deemed to be in breach of the scheme and its requirement for a licence to be obtained. As a result we are considering formal action in all of these cases and will review any mitigation that may be available prior to proceeding with a prosecution.

3.5. A number of landlords have already presented reasonable mitigation and their applications are being progressed. Our approach to enforcement is outlined in a later section of the report.

3.6. There are live applications for 566 properties in total, across 330 applicants. Table 1 shows the breakdown of these applications.

Table 1.	The Home Safe Scheme		Council	
	Properties	Applicants	Properties	Applicants
Applications*	539	317	27	13
Draft Licences	139	93	11	4
Full Licences	95	64	0	0
Exemptions (full)	n/a	n/a	19	8
Exemptions (temporary)	n/a	n/a	10	10

**live applications, not including applications which have been cancelled or terminated*

3.7. Alongside these applications there are 35 properties known to the Council that need a licence and an additional estimation of 214 properties where further investigation is required. This estimates that the maximum number of licensable properties will be in the region of 815.

3.8. It should be noted that this is the maximum. Further investigation will reduce this number and an updated figure will be provided with each update report received by the committee. The Council has pinpointed the exact properties it needs to investigate and will commence this process as per the timescales outlined in this report.

3.9. It was originally estimated that 485 properties would be required to apply for a licence from within the area. This estimation is lower than the actual number of licensable properties within the area. This number is an estimation and further investigation in line with the enforcement of the scheme will determine whether properties require a licence.

4. Information on Applications

4.1. Table 2 provides an overview of the documentation that was submitted by landlords during the application phases.

Table 2. (HS = Homesafe, EICR = electrical installation condition report)					
Document Type	No. of properties without docs at time of application or not submitted (Homesafe, 539 properties)	No. of properties without docs at time of application or not submitted (Council, 27 properties)	6/1/17	27/1/17	1/3/17
Energy Performance Certificate	250	4	HS - 99	HS - 99	HS - 3 WL - 0
Gas Safety Certificate	321	1	HS - 121	HS - 87	HS - 6 WL - 0
EICR	283	10	HS - 219	HS - 161	HS - 36 WL - 4
Unsatisfactory EICR	17	1	HS - 31	HS - 47	HS - 16 WL - 0
Totals	871	16	HS - 470	HS - 394	HS - 61 WL - 4
Combined Total	887		470	394	65
Est. no of certificates available	1617 (3 per property)	81 (3 per property)			

- 4.2. There were 30 landlords who provided all required certification at the point of application. Over 50% of certificates were not provided at this stage. Each landlord must provide 3 certificates for each property, 2 of these are a mandatory legal requirement (Gas Safety Certificate and Energy Performance Certificate).
- 4.3. In January a third of landlords had still not provided gas safety certificates, this number has now been reduced to 6 overall. There are still 65 outstanding certificates, the majority of these are for electrical safety. Any member that has not provided this certificate or confirmed that it is being completed will be considered for prosecution.
- 4.4. The Council has taken a reasonable approach to electrical safety as it recognises the investment that has been required by some landlords in order to bring their properties up to standard. A clear positive from the first phase of the scheme is that the majority of licensed properties are now electrically safe and have the relevant certification.
- 4.5. There are 65 outstanding certificates from across 566 properties. These will be dealt with in due course and enforcement action considered as necessary.
- 4.6. Eight landlords have been terminated from the Homesafe scheme as a result of their lack of response. These landlords will now be dealt with by the Council and the necessary enforcement action taken against them.

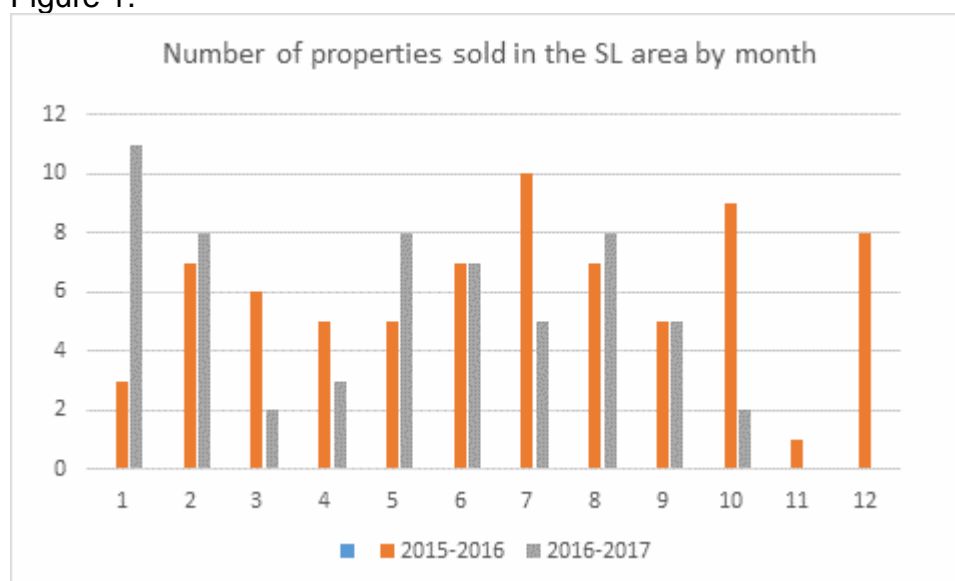
4.7. The Council liaise regularly with Homesafe in relation to applications and a formal monthly meeting is undertaken to ensure that the scheme is working effectively and delivering its objectives.

5. Information Relating to the Selective Licensing Area

5.1. It is intended to provide a comprehensive report in regards to the impact of the scheme at the end of its first year. This will provide a specific focus in regards to anti-social behaviour. Below are some key points that have been noted to date.

- There are currently 81 long term empty properties within the South West Ward. This has decreased from 96 in March 16.
- The average house sale price in the area has increased slightly from £47,523 (15/16) to £50, 958 (16/17). Figure 1 below shows the number of properties sold within the licensing area over a 12 month period (February to March). 73 sales occurred in 15/16 months and 59 in 16/17.

Figure 1.



- The number of complaints relating to housing and environmental protection have decreased slightly, but not significantly. The number of notices served across these areas is consistent with previous years.
- The Council has utilised more of its statutory powers in relation to dealing with ASB and envirocrime. 1 closure order, 2 fixed penalty notices and 3 community protection notices have been issued since July 16 within the licensing area. Over 100 warning letters relating to early presentation have been issued since July 16.
- From July 16 to March 17 there were 181 reports relating to ASB and envirocrime. From July 15 to March 16 there were 238.

6. Financial Information

- 6.1. The Council has to date received £67, 800 from licence fee income. The majority of this figure consists of the £120 fee paid to the Council via Homesafe for landlords that apply to be licensed in this manner. A small amount relates to the Council applications where the landlord pays the full fee of £375 up front.
- 6.2. A reasonable approach has been taken in regards to payments where a landlord has cited financial issues as the reason for not completing their application. This has been particularly relevant for those landlords who own multiple properties.
- 6.3. Members should note that the income received from the licence fee is allocated towards the administration of the scheme. Due to the additional number of properties identified the income received is greater than originally estimated. As a result there is scope for the administrative support for the scheme to be extended beyond the original two year period. Further details in relation to this will be provided once the application process is completed and the final income amount is confirmed.

7. Additional Information

- 7.1. Where legislative guidelines has been unclear, we have sought legal advice to inform our position on a number of issues.
- 7.2. Although the Council has been advised that affected charities are not exempt from the scheme and therefore must be licensed, we have taken the position that we would not require charitable organisations to pay the usual licence fees. We are advised that this falls within the Council's remit to propose a reasonable fee structure.
- 7.3. Of the temporary exemptions applied for between October and December 2016, the vast majority were granted on the basis that properties were tenanted but in the sales process. The three month exemptions granted during this period are now expired, or due to expire shortly. In accordance with the legislation, the Council has taken the position that an additional three month exemption will only be granted in 'exceptional circumstances', which we have considered where contracts have been exchanged or have evidence of a scheduled date of exchange.
- 7.4. The Council has not issued formal exemptions for empty properties but advised that the owners will need to notify West Lindsey if they take steps to rent out the property. To date, 22 landlords across the same number of properties have contacted Selective Licensing regarding their empty properties – 14 of whom notified us of an intention to sell.
- 7.5. We have received representations against the conditions imposed by the licence from one landlord. As the representations made were

regarding the wording of the condition, rather than against the requirement itself, we felt it was a reasonable approach to amend the condition to reflect a moderate enforcement approach. All draft licences issued after this point have been subject to the amended wording.

7.6. Any landlord that successfully applied by the 1st of November will be provided with free training to enable them to carry out their own compliance checks in year 2 of the project. This training will be funded by the Council and is aimed at providing landlords with additional skills and knowledge in relation to the hazards that may be within their properties and how to address these. A date is being finalised for the delivery of the training and it is likely that it will be in autumn 2017.

8. Approach to Enforcement

8.1. Where a landlord failed to obtain or complete their application by the 31st of January 2017 we are considering whether formal action is necessary. Any reasonable mitigation will be taken into consideration. Where there is not reasonable mitigation we will commence prosecution proceedings against the landlord. The timescales for this will vary depending on the case and we will liaise with legal services to ensure that the proceedings are brought as quickly as possible.

8.2. There are an estimated 35 properties which the Council know of that have not had their applications completed or applied for by the deadline. As the Council is taking a reasonable approach across the scheme the number of landlords that are prosecuted for this offense will be significantly less than this number.

8.3. There are currently an estimated further 214 properties, which may require a licence. These will also be considered for prosecution subject to the Council carrying out the relevant due diligence within each case.

8.4. At this stage of the scheme we are not considering the prosecution of any landlords for being non – compliant with the scheme conditions. Only when a landlord is licensed can they be considered for prosecution for non-compliance.

8.5. The Council continues to investigate reports of disrepair in the area alongside the scheme and continues to use its enforcement powers to address any issues found in advance of a landlord being licensed.

8.6. Elected members should note that there has already been a number of enforcement based activities undertaken within the area that are ongoing and which will impact upon the fit and proper person status for a number of landlords.

9. Ensuring Compliance

- 9.1. To date 338 compliance checks have been undertaken within properties. These checks determine whether the landlord is compliant with the required licence conditions. The checks rate items, which then results in report for the landlord identifying any issues that require addressing. The items looked at within the compliance check are shown in appendix 1
- 9.2. To date, 30 properties checked are fully compliant. The remaining 308 have some form of compliance issue that the landlord will need to address in due course. The landlord is sent a report which details the findings of each compliance check.
- 9.3. If a property only has issues that are deemed to be response level 3 or 4 (medium or low), they will be advised that these will need addressing prior to their next inspection. These are issues such as plastering repairs, blocked gutters or faulty door handles (non – critical).
- 9.4. Any landlord who has an issue that is response level 1 (Urgent) or 2 (High) will be asked to address these in line with scheme’s requirements. These are emergency or critical issues that may cause harm.
- 9.5. In line with the original principles of the scheme, the approach to non-compliance will be risk based with the Council’s focus being on those landlords that present the highest risk. The Council are currently working with Homesafe to prioritise these issues and deal with them accordingly.
- 9.6. To ensure ongoing compliance within the scheme and to address issues of non-compliance the Council is working closely with Homesafe. Any reports relating to a breach of the licensing conditions will be dealt with as follows:
- Reports will be made to the Council in the usual manner via customers
 - Any reports relating to a licensed property and the licence conditions will be referred via the relevant officer to Homesafe or the Selective Licensing Officer (if not a Homesafe member)
 - Homesafe members will then be advised of the alleged non-compliance and asked to address the issue in line with the requirements of the scheme.
 - Homesafe will support the member to meet the requirements of the scheme. If they fail to do so, Homesafe will advise the Council of a potential breach.
 - As appropriate, the Council will then determine whether any formal enforcement action is required.

9.7. The Council will have full sight of all non-compliance issues via an online system and will reserve the right to deal with any emergency issues should it be necessary. This may be required for cases where the Council has an ongoing case for a specific property or where another statutory power would be more suitable to address the issue.

9.8. The Council will be able to provide a comprehensive report in relation to non-compliance as the scheme progresses and this will be available within a future update. There are already live examples of where the scheme has required landlords to be compliant in relation to ASB occurring from properties.

10. Feedback to Date

10.1. Assisting with applications

- The Council have directly supported 21 landlords in person to make their applications. This does not include over the phone support or the scanning of documents. Homesafe have also liaised with a large number of landlords to ensure that their applications can be progressed within the required timescales.
- This has included support to landlords that are housebound, facing difficult personal circumstances or those who have not accessed their property for a number of years.
- Where technical issues have been cited with the application process reasonable steps have been taken to work directly with landlords to resolve this. Given that the system is online based it has been essential to provide the necessary support to assist those who may not be used to this method of application.
- Each application requires technical information for each property. This is generally a requirement for any type of housing licence and is essential in order for the Council to determine the licence and any compliance issues.

10.2. Fit and Proper Persons

- The Council has a published document detailing its requirements for fit and proper persons. To date, no landlords who have completed applications have been determined not fit and proper, except those who live abroad.
- Any landlord that lives abroad cannot be licensed by the Council. Legal advice has been sought on this matter. Any landlord impacted by this has been informed.

10.3. Public Register of Licensed Landlords

- The public register of licensed landlords will be published for the first time on the 22nd of March 2017. This will be available via the

Council's website. The register will contain the property address and the licence holders' name.

- This information has already been requested by some residents within the area and will lead to information being reported in relation to properties that are unlicensed.

10.4. **Tenant passport scheme**

- The Council is working internally to progress its tenant passport scheme for licensed landlords to ensure that it is assisting them when they are considering prospective tenants. It is intended to introduce the tenant passport in July 17.

11. Future Scheme Timescales

- 11.1. There are three distinct phases to the scheme, all of which will be progressed simultaneously from this point.

Phase 1 – Licensing of landlords: this has been ongoing since the 18th of July 2016 and it is our aim to ensure that all eligible landlords are licensed within the first year of the scheme.

Phase 2 – Unlicensed Landlords: prosecution will be considered for all landlords (known and unknown) who failed to obtain a licence by the 31st of January 2017. This phase will commence on April 1st 2017.

Phase 3 – Ongoing Compliance: all compliance checks for licensed landlords will be completed by July 17. The Council will then take a risk based approach to ensuring that all licensed landlords are fully compliant by the 1st of January 2018.

- 11.2. The timescales for future phases will be determined by the level of compliance and formal enforcement action resulting from the first 3 phases.

12. Recommendations

- 12.1. Members are asked to note the contents of this report and agree that further update will be provided in 6 months' time after the scheme has been in operation for one year.

Appendix 1 – Response Level Information

The response levels are as follows:

Response Level 1 URGENT – Acknowledgement within 24 hours and make immediate arrangements to safe guard the property and the Tenant. Provide details of agreed follow up action(s) or outcomes within 3 days.

Response Level 2 HIGH – Acknowledgement within 48 hours and provide details of agreed follow up actions or outcomes within 5 days

Response Level 3 MEDIUM – Acknowledgement within 5 days and provide details of agreed follow up actions or outcomes within 15 days

Response Level 4 LOW – Acknowledgement within 5 days, and provide details of agreed follow up actions or outcomes within 20 days.

Response Level 1 URGENT (Primary Emergency Repairs)

For the avoidance of doubt these are repairs which, if not completed, could potentially constitute a real risk of injury or death, lead to major damage of the property. Such issues may include but are not limited to:

- Explosions
- Building collapse
- Loss of or reduced access to escape routes (such as damaged upstairs windows or window locks)
- Total loss of electric power
- Partial loss of electric power (where this is related to more than one fitment but not related to issues with utility providers)
- Unsafe power or lighting socket or electric fitting
- Total loss of water supply (but not related to issues with utility providers)
- Total loss of gas supply (but not related to issues with utility providers)
- Partial loss of gas supply (where there is no other form of heating and not related to issues with utility providers)
- Blocked or leaking foul drain, soil stack, or toilet pan (where there is no other working toilet in the dwelling and not related to issues with utility providers)
- Toilet not flushing (where there is no other working toilet and not related to issues with utility providers)
- Leak from water or heating pipe, tank or cistern (but not related to issues with utility providers)
- Lost keys or access issues
- Rotten timber flooring or stair tread where access to rooms are prevented
- Leaking roofs if severe and likely to cause further damage
- Insecure or broken ground floor entrance doors or windows, or first floor if that is the main entrance level (in the case of flats). Property unable to be secured against unauthorised entry
- Gas fires not working properly or CO monitor sounding where a gas fire or solid fuel appliance is present
- Boundary walls, outhouses or other outbuildings in a dangerous condition where brickwork may fall on the occupants
- Electrical Certification C1 identified defects

- Any mandatory remedial works as advised by any fire risk assessment
- Any identified defects on the gas safety certificate relating to the property

Response Level 2 HIGH

Such issues may include but are not limited to:

- Partial loss of water supply (but not related to issues with utility providers)
- Blocked sink, bath or hand basin waste pipes
- Tap which cannot be turned on or off
- Loose or detached banister or hand-rail
- Rotten timber flooring or stair tread
- Leaking roofs
- Door entry phone not working
- Mechanical extractor fan in internal kitchen or bathroom not working (excluding installations)
- Restore heating or hot water
- Windows with a sill height below 80cm from the finished floor level on the first floor or higher with an opening restrictor missing
- Light fitting not working (not just the bulb needs changing) in the bathroom, kitchen or over the staircase
- Loose carpet or floor covering on the staircase, or causing a trip hazard in the kitchen or bathroom where the resulting harm from a fall could be significantly increased
- Electrical certification C2 identified defects.

Response Level 3 MEDIUM

Such issues may include but are not limited to:

- Damp and condensation mould
 - Plastering repairs
 - Renewal of doors (unless this creates an issue in respect of escape from the premises in the event of a fire etc)
 - Renewal of windows (unless this creates an issue in respect of escape from the premises in the event of a fire etc)
 - Renewal of wash hand basins
 - Other undefined light maintenance such as broken door handles
 - Leaking or blocked gutters/rainwater goods such as fall pipes
 - Light fitting not working in the living/dining or bedrooms
 - Internal doors damaged or won't close properly and cannot be secured in the closed position
 - Windows damaged, won't close or open properly, glazing cracked
- Restoration of cooking facilities, where the cooker was provided by the landlord.

Response Level 4 LOW

Such issues may include but are not limited to:

- Any other repairs deemed to be non-critical
- Electrical certification C3 identified defects



PRCC.58 16/17

Prosperous Communities

21st March 2017

D

Subject: Community Defibrillator Scheme Update

Report by:

Chief Operating Officer

Contact Officer:

Enterprising Communities Team Manager
01427 675145

Purpose / Summary:

To update on the Community Defibrillator Scheme and agree continuation of the scheme.

RECOMMENDATION(S):

1. That Members note the update of the scheme so far.
2. That Members approve the continuation of the scheme as per Option 1.
3. That Members delegate to Enterprising Communities Team Manager to arrange the specific details of delivery for this project in partnership with LIVES.

IMPLICATIONS

Legal: No legal implications

Financial : FIN/143/17

This Committee approved the use of the Community Grants Scheme Earmarked Reserve for the installation of 30 Community Defibrillator on 13.09.17. The original estimated use of reserves was £32,640. The actual amount required is £33,300 – an increase of £660.

Option 1: the installation of 7 defibrillators at the locations on the reserve list would require a further use of Earmarked Reserves (Community Grants Scheme) of £7,400.

New applications would be approved on a case by case basis as part of the existing Community Grants programme and approved by the Member Grant Funding Panel based on need and demand, with reference to the balance of the Community Grants Scheme Earmarked Reserve.

The current forecast balance of the Community Grants Scheme reserve as at 31st March 2017 is £236,859

Staffing : No staffing implications

Equality and Diversity including Human Rights :

Appropriate delivery mechanisms will be used to ensure fair and equal access to this scheme.

Risk Assessment :

No risk assessment has been conducted for this report.

Climate Related Risks and Opportunities :

Not applicable

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Background

- 1.1 The Community Defibrillator Scheme was launched in October 2016 with the commitment to provide 30 defibrillators in community accessible locations. All of these have now been allocated and the final ones are being installed.
- 1.2 We promoted the scheme via Parish and Town Councils, on our website, social media and through local networks. The interest in the scheme was much higher than expected. All 30 of the defibrillators were allocated by December 2016. Installations began in late January 2017.
- 1.3 In addition to the 30 we have allocated we also have 7 locations on our reserve list. These are communities that applied when the scheme was running but the 30 defibrillators had already been allocated.
- 1.4 The feedback received from organisations applying to the scheme has been very positive. Local communities have recognised the importance of having a defibrillator available and have been very appreciative of WLDC for providing this scheme.
- 1.5 We have conducted various media coverage to promote the defibrillators being installed. This includes press releases, local newsletter promotion, BBC Radio Lincolnshire interview and an upcoming item in the spring edition of County News.
- 1.6 Once the final of the 30 defibrillators is installed a new webpage will be launched featuring an interactive map showing the location of all defibrillators throughout West Lindsey.
- 1.7 There is continued interest from communities to have a defibrillator installed. Thanks to the 30 we have already provided the need and demands has reduced. This report proposes options for continuing to provide community defibrillators in an effective and value driven manner.

1.8 The following statistics have been provided by LIVES:

- During January and February 2017 public access defibrillators in Lincolnshire were accessed in an emergency 3 times.
- There are approximately 30,000 Out of Hospital Cardiac Arrests per year in the UK. Sadly only 1 in 10 people currently survive.
- 12 people under the age of 35 die every week due to sudden cardiac arrest in the UK.
- 270 children die in the UK per year after suffering a Sudden Cardiac Arrest at school.
- Where defibrillation is delivered promptly, survival rates as high as 75% have been reported

2. Defibrillators Installed

2.1 The following breakdown shows where the original 30 defibrillators have been installed:

No	Applying Organisation	Location	Ward
1	Market Rasen Town Council	Festival Hall, Caistor Road, Market Rasen	Market Rasen
2	Market Rasen Town Council	Old Police Station TBC	Market Rasen
3	Faldingworth Parish Council	Faldingworth Memorial Hall, High Street, Faldingworth	Dunholme & Welton
4	Snitterby Village Hall	Snitterby Village Hall, School Lane, Snitterby	Waddingham & Spital
5	Kexby Parish Council	Kexby Village Hall, Upton Road, Kexby	Lea
6	Keelby Sports Association	Keelby Sports Ground, Stallingborough Road, Keelby	Caistor & Yarborough
7	Hemswell Parish Council	Hemswell & Harpswell Village Hall, Hemswell	Hemswell
8	Scotton Parish Council	Old Telephone Box, Westgate, Scotton	Scotter & Blyton
9	Keelby Parish Council	Keelby Village Hall, King Street, Keelby	Caistor & Yarborough
10	Great Limber Parish Council	Great Limber Village Hall, Church Lane, Great Limber	Caistor & Yarborough
11	Marton & Gate Burton Parish Council	The Surgery, The Paddock, Marton	Torksey
12	South Kelsey & Moortown Parish Council	South Kelsey Village Hall, Thornton Road, South Kelsey	Kelsey Wold
13	Market Rasen Cricket & Football Club	Rase Park, Gallamore Lane, Market Rasen	Market Rasen
14	West Lindsey District Council / Marshall's Yard	Guildhall, Marshall's Yard, Gainsborough	Gainsborough South West
15	Connexions Community Hub	Church Street, Gainsborough	Gainsborough South West

No	Applying Organisation	Location	Ward
16	Bishop Norton & Atterby Parish Council	Bishop Norton Village Hall, Grange Lane, Bishop Norton	Waddingham & Spital
17	Caistor Town Council	Caistor Sports & Social Club, Brigg Road, Caistor	Caistor & Yarborough
18	Normanby by Spital Parish Council	Post Office, Main Street, Normanby by Spital	Waddingham & Spital
19	Waddingham Parish Council	Waddingham Jubilee Hall, The Green, Waddingham	Waddingham & Spital
20	Knaith Parish Council	Stags Head Pub, Willingham Road, Knaith Park	Lea
21	Searby cum Owmbly Parish Council	Churchyard Wall, St Nicholas Church, Searby cum Owmbly	Kelsey Wold
22	Lea Village Hall	Lea Village Hall, Rectory Lane, Lea	Lea
23	Sudbrooke Parish Council	Sudbrooke Village Hall, Scothern Lane, Sudbrooke	Sudbrooke
24	Bigby Parish Council	Bigby Village Hall, Main Street, Bigby	Kelsey Wold
25	Kettlethorpe Parish Council	Laughterton Telephone Kiosk	Torksey
26	Lindsey Rural Players	Broadbent Theatre, Snarford Road, Wickenby	Dunholme & Welton
27	Heapham Parish Council	Heapham	Hemswell
28	Newtoft Parish Council	Toft Newton Village Hall	Dunholme & Welton
29	Langworth Parish Council	Langworth Memorial Hall	Bardney
30	ROSE Scampton	RAF Scampton - TBC	Scampton

2 – To be installed

29 – To be installed

30 – Final location TBC

3. Financial Update

3.1 The following financial position was reported to Committee when establishing the scheme:

Item	Cost
Defibrillator (including all parts)	£850
Secure storage unit	£360
Installation	£150*
Total per location	£1,360
Scheme TOTAL (x30)	£40,800

* The installation cost is based on an estimate set price per location. Some locations may cost more or less depending on installation

requirements. A set price will be agreed to ensure best value for money and management of the scheme.

- 3.2 The cost of all equipment purchases was the same as stated in 3.1 however there were some locations that cost more than £150 for the installation. Set prices were obtained for locations that cost more than £150. The installation costs were:

X15 Defibrillators - £150 each

X15 Defibrillators - £250 each

X2 sites requiring earth connection - £140 each (each location paid an additional amount on the match contribution to help cover this increase)

The total cost of all installations was £6,280

- 3.3 With the updated installation costs the total cost of purchasing and installing 30 defibrillators was £42,580. The total amount of match contribution received will be £9,280.

- 3.4 The total net cost of delivering the scheme is £33,300. This represents a £660 increase on the cost of delivery that was estimated. This increase is due to some localised challenges with installation including the need to install earth plates for safety.

4. Options for the scheme

4.1 Option 1 – Recommended option

Establish a rolling scheme linked to our community grants programme

Overview:

We shall provide defibrillators to the 7 communities on our reserve list in line with the current criteria. This will ensure they are treated equally as locations who applied when the scheme first launched. The same match funding requirement would apply of £300 per defibrillator.

The scheme shall then be established as a rolling scheme that forms part of our wider community grants programme. The scheme would run for the duration of the community grants programme and process applications as and when received subject to available funds in the grant funding budgets. The allocation of grant funding budget towards new defibrillators will be overseen by the Member Grant Funding Panel to ensure adequate distribution of funds between the various schemes.

The Member Grant Funding Panel will agree funding allocations between the following schemes based on need and demand:

- Small Community Grant
- Large Community Grant
- Match Funding Grant
- Community Defibrillator Scheme

Following the provision of 37 defibrillators the demand is expected to be much lower. A rolling scheme will enable other communities to secure a defibrillator for local residents.

The match funding criteria would be amended to £400 per defibrillator for new applications. This aligns with current match funding ratios of around 30% on our other grant schemes and reduces the financial impact to the Council.

All other criteria around eligibility will remain the same.

Benefits of this option:

- Support early access to life saving equipment for residents
- Effective use of grant funding budgets to achieve positive community and health & wellbeing outcomes
- Continue to provide new defibrillators in different communities
- Ensure communities receive best quality and value defibrillators
- Ensure consistency in delivery and installation of defibrillators
- Increase the district coverage of community defibrillators
- Streamlined and controlled delivery as opposed to funding individually through grant schemes

Disadvantages of this option:

- Continued financial pressure on the grant scheme budget
- May impact grant funding available for other projects depending on priority

4.2 Option 2
Close the Community Defibrillator Scheme

Overview:

The scheme has now delivered 30 community accessible defibrillators. The scheme would not be continued and communities seeking to install a community defibrillator can apply to our existing grant schemes or we would try to sign-post to other funding support schemes.

Benefits of this option:

- Reduce financial pressure by not continuing a dedicated scheme
- Reduce work load on officers administering the scheme

Disadvantages of this option:

- Increase demand on existing grant schemes to fund defibrillator
- Lack of control to ensure quality and value are achieved for new defibrillator installation
- Communities unable to obtain a defibrillator due to full cost of purchase

- On-going or increased health risk to communities that do not have a community defibrillator
- No guarantee of other external funding to provide defibrillators without Council support

5. Corporate Priorities

5.1 Option 1 in this report will help support the following Corporate Priorities:

- **People First – ease and convenience of access to a range of public services offered by the council and partner organisations**
 - By providing defibrillators in community locations we will make it easier and quicker to access lifesaving equipment. Decreasing the time it takes to administer CPR greatly increases life chances.
- **Partnership/Devolution – work in partnership to explore opportunities to deliver improvements in housing, infrastructure, agri-food, manufacturing and engineering, visitor economy, skills, water management, health and public protection**
 - The defibrillators will directly link to improving health outcomes and provide additional access to medical services in an emergency.

6. Recommendations

- 6.1 That Members note the update of the scheme so far.
- 6.2 That Members approve the continuation of the scheme as per Option 1.
- 6.3 That Members delegate to Enterprise & Community Services Manager to arrange the specific details of delivery for this project in partnership with LIVES.



PRCC.59 16/17

Prosperous Communities
Committee

21st March 2017

E

Subject: Mayflower 400 – A Regional Approach

Report by:

Manjeet Gill
Chief Executive
01427 676500
Manjeet.gill@west-lindsey.gov.uk

Contact Officer:

Karen Whitfield
Leisure & Cultural Services Team Manager
01427 675140
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Purpose / Summary:

To agree a regional approach to the Mayflower 400 initiative and recommend to CP&R that appropriate budgets are created both to support a regional Officer and match funding

RECOMMENDATION(S):

- a) Members acknowledge the work conducted to date and agree the adoption of a regional co-ordinated approach.
- b) Members recommend to C P & R that a total budget of £30,000 per year for three years is set aside to support Mayflower 400.

IMPLICATIONS

Legal: None

Financial : FIN/138/17
Budget requirement over the 3 years would be £90k. This will be a revenue expense which can be funded from General Fund Balances.
The current General Fund Balance stands at £1,188m with a further £0.6m contribution from revenue underspends as per Q3 monitoring.

Staffing :

Equality and Diversity including Human Rights :

Risk Assessment :

Climate Related Risks and Opportunities : None

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1 Introduction

- 1.1 In October 2015 Prosperous Communities Committee considered a report highlighting the Mayflower 400 anniversary in 2020 and the various opportunities this presented to the local area.
- 1.2 Since that date work has continued to support both the national initiative being headed up by Plymouth City Council and also at looking what can be done on a local/regional level to optimise the benefit for the local area. This activity has been monitored by the Leisure, Culture, Events and Tourism Member working group on behalf of this Committee.

2. Progress

- 2.1 Plymouth CC are currently working on a £5million bid to Heritage Lottery to fund a National Mayflower Trail. Each destination will have input as to what will be provided for their area and there will be an element of match funding required which will be scalable.
- 2.2 Previously, as reported in October 2015, Lincolnshire Chamber of Commerce were representing Gainsborough on the national scale. However, as West Lindsey District Council have recently been identified as the lead organisation for Gainsborough for the HLF bid this has provided an opportunity to reassess our involvement and influence within the initiative.

3. Current Work

- 3.1 It has been previously recognised that the Mayflower anniversary presents tourism opportunities for Gainsborough and the wider local area and an opportunity to provide a legacy beyond 2020.
- 3.2 In a bid to maximise opportunities it is necessary to understand the relevant opportunities for Gainsborough taking into account the national, regional and local aspirations and identify necessary activity, how this can be resourced and what appropriate funding there may be available to support.
- 3.3 To this end the Council have secured the services of Anna Scott who is an expert in the history of the Pilgrims and has been partnering with Bassetlaw District Council for the last two years. A Mayflower Strategy for West Lindsey District Council is currently being prepared detailing national, regional and local opportunities. This document will be used as the basis to pull partners together to work on joint initiatives.

4 Regional Approach

- 4.1 Gainsborough as a destination within the national trail has the advantage of the Old Hall as a physical asset to attract visitors. However, partners are starting to recognise if we all work alone there is

the risk of duplication in terms of work and this could have an adverse effect on attracting funding to support the initiative.

- 4.2 Officers and the LCET group therefore believe that there is real strength in partnering with our neighbouring authorities which will provide two benefits, one being the ability to share resources and the other to provide an joined up and robust visitor offer.
- 4.3 WLDC is already part of the Mayflower Roots group that has been formed comprising representatives from Bassetlaw, Doncaster, Lincoln University and Lincolnshire County Council. This local area has the distinct advantage of being the birth place of the Pilgrim and separatist movement and there is growing acknowledgement that the effective marketing of this area as Mayflower Roots would provide benefits and could attract international visitors interested in where their forefathers came from.
- 4.4 To this end Officers have begun talks with other Districts to test the appetite to fund a regional Mayflower Officer to lead on the initiative and funding bids. It is hoped that a contribution can be secured from each Council to support both an Officer and to provide match funding for any bids and that a joint management board is set up to support and provide direction.
- 4.5 To date an annual contribution has been secured from Lincolnshire County Council and a positive response has been received from Doncaster. A contribution will be required from WLDC and it is recommended that this is set at a level of £20,000 per year towards the Officer resource and up to £10,000 for per year for match funding. This would be to commence for three years from April 2017. Securing this funding will add weight to the discussions with other authorities.

5. Recommendation

- 5.1 It is therefore RECOMMENDED that:
 - a) Members acknowledge the work conducted to date and agree the adoption of a regional co-ordinated approach.
 - b) Members recommend to C P & R that a total budget of £30,000 per year for three years is set aside to support Mayflower 400.



PRCC.60 16/17

Prosperous Communities

21st March 2017

F

Subject: Rural Transport – Programme Update

Report by:

Chief Executive

Contact Officer:

Enterprise & Community Services Manager
01427 675145

Purpose / Summary:

To update the committee on the Rural Transport programme and proposed projects for delivery.

RECOMMENDATION(S):

1. That Members note this update on the Rural Transport programme.
2. That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 1.1 Transport Publicity Programme
3. That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 2.2 Lincoln Area Dial-a-Ride Car Scheme – Volunteer Co-ordinator
4. That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 3.1 Call Connect – North of Lincoln expansion pilot
5. That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 3.2 Access to Transport Fund
6. That Members recommend to Corporate Policy & Resources Committee for approval to amend the Capital Programme for 2017-2018.

IMPLICATIONS

Legal: Appropriate procurement procedures must be followed and set criteria will be required for managing and monitoring certain activity we may decide to deliver.

Financial : FIN/139/17

In 2014-2015 the Council approved the earmarking of £300k for supporting Rural Transport as part of its Medium Term financial plan. To date £18.5k has been spent and therefore a balance of £281.5k remains.

The Rural Transport proposals contained within the body of the report equate to an estimated cost of delivery of £237.5k (Revenue £215k, Capital £22.5k).

The remaining forecast balance on the Connectivity Fund Earmarked Reserve is £44k at the end of 3 years (2017-2018 to 2019-2020).

As stated under Theme 2.2 Lincoln Area Dial-a-Ride there may be a requirement for possible future funding to help establish a new scheme. This would be subject to a further report to this Committee.

A summary of the financial implications is provided at Appendix A.

Staffing : A virtual team of officers will deliver the Rural Transport work. Close working arrangements have also been developed with Lincolnshire County Council and transport officers. Clear project leads will be identified for each specific project or activity being delivered.

Equality and Diversity including Human Rights : Any projects or initiatives will be delivered in a way to ensure fair and unrestricted access to all residents.

Risk Assessment : N/A

Climate Related Risks and Opportunities : N/A

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Background

- 1.1 In 2014-2015 the Council agreed to allocate £300,000 from reserve funds to go towards making improvements and/or tackling issues with rural transport in West Lindsey. As a large rural district, lack of or gaps in transport and connectivity is often seen as a barrier to accessing services and ease of mobility. £18,500 was spent in 2015-2016 on consultancy work therefore £281,500 remains in the earmarked reserve.
- 1.2 Lincolnshire County Council (LCC) as the upper tier local authority has the responsibility for transport. LCC provide a wide range of transport initiatives that combined with services provided by the private sector transport companies, gives Lincolnshire a comprehensive coverage. In effect all parts of West Lindsey are connected by public transport but to different levels.
- 1.3 Following research work and collaboration with external partners including Lincolnshire County Council and transport providers, we now have a selection of projects and actions for delivery. This projects and actions have been developed to respond to need and be achievable to deliver and sustain.
- 1.4 The methodology and decision making process for any project activity was agreed by the Prosperous Communities Committee on 29th October 2015 and a Rural Transport Member Working Group was established. The Council's Project Board process will approve and oversee any project activity.

2. Corporate Plan Themes

- 2.1 All activity delivered as part of the Rural Transport programme will help support our six main priority areas within the Council's Corporate Plan 2016-2020:
 - Open for Business
 - People First
 - Asset Management
 - Partnership/Devolution
 - Central Lincolnshire Local Plan
 - Excellent Value for Money Services

3. Programme Update – Proposed projects and actions

- 3.1 For the Rural Transport programme we have identified 5 core themes. Under each theme we have developed and continue to develop a range of projects and actions to make improvements to rural transport.

These are detailed below in the action plan:

Theme 1: Communication and Information

1.1 Transport Publicity Programme 2017-2020

We will deliver coordinated publicity and promotion of existing transport services. A communication plan will detail all specific forms of publicity and communication we shall undertake.

This work will be completed in-house by existing Community Officers and Communications Officers. It will include the following:

- New content about public transport on WLDC website
- Social media promotion of transport services
- Distribute transport posters to all Parish Councils (once per year)
- Other promotional and publicity materials to promote transport options

Project Status: Started delivery. Communications Plan being finalised ready for April 2017.

Financial Impact: A £5,000 revenue budget over 3 years.

Progress Reporting: Progress will be reported to the Member Working Group and in any updates to Committee.

Theme 2: Community Transport

2.1 Community Car Schemes

We are working with LCC to identify existing schemes and communities that would like to have a scheme where none currently operates. Communities that show an interest in setting a scheme up will be given further advice and support from LCC and WLDC officers.

This work will be completed in-house by existing Community Officers working in partnership with LCC officers. It will include the following:

- Promote benefits of Community Car Schemes to areas with no coverage
- Provide advice and support with scheme set up and funding

Project Status: Started delivery. WLDC and LCC officers working to support existing and possible new schemes.

Financial Impact: Possible future funding requirement to help a new scheme establish. Would be eligible to apply to Access to Transport Fund as detailed in Theme 3.2.

Progress Reporting: Progress will be reported to the Member Working Group and in any updates to Committee.

2.2 Lincoln Area Dial-a-Ride Car Scheme – Volunteer Co-ordinator

Lincoln Area Dial-a-Ride has launched a new community car scheme service which operates in West Lindsey. Whilst the Dial-a-Ride services are limited to a 6 mile radius of Lincoln, the car scheme is only limited by volunteer driver availability.

This project will provide a Volunteer Co-ordinator post to help drive volunteer recruitment, training and retention. The ability to recruit and maintain a strong volunteer base will enable this community car scheme to expand and provide greater cover in West Lindsey.

This work will be delivered by Lincoln Area Dial-a-Ride and be managed through a grant funding agreement. It will include the following:

- Grant funding to part-fund the Volunteer Co-ordinator post for 2 years (West Lindsey work only)
- Provision of dedicated volunteer coordination to expand service in West Lindsey

Project Status: Grant agreement and project scope being finalised agreement by end March 2017.

Financial Impact: A £20,000 revenue grant agreement over 2 years (£10k per year)

Progress Reporting: On-going grant monitoring by officers. Progress will be reported to the Member Working Group and in any updates to Committee.

2.3 North Notts and Lincs Community Rail Partnership

The Council continues to support a new Community Rail Partnership that has been formed in our area. The partnership is an unincorporated association of local government, public transport operators and community groups.

The Partnership aims to bring together representatives of the local transport authority, local planning authorities, train operating companies, infrastructure operator and wide range of local community groups, with the objective of securing the future of the Lincoln to Sheffield, Lincoln to Doncaster, Lincoln to Grimsby and Sheffield to Cleethorpes via Brigg railway line through increased patronage and revenue through the eleven stations in the area of the NNLCRP.

The first meeting of the Partnership was held on Friday 10th February 2017. The constitution was agreed and an initial action plan for the Partnership is currently in development.

We have played a key role in communication and co-ordination with Local Authorities in the area. We will continue to provide representation and officer support for the Partnership. A new website is currently in development.

The following image shows the geographical coverage of the Partnership:



Theme 3: Commercial Opportunities

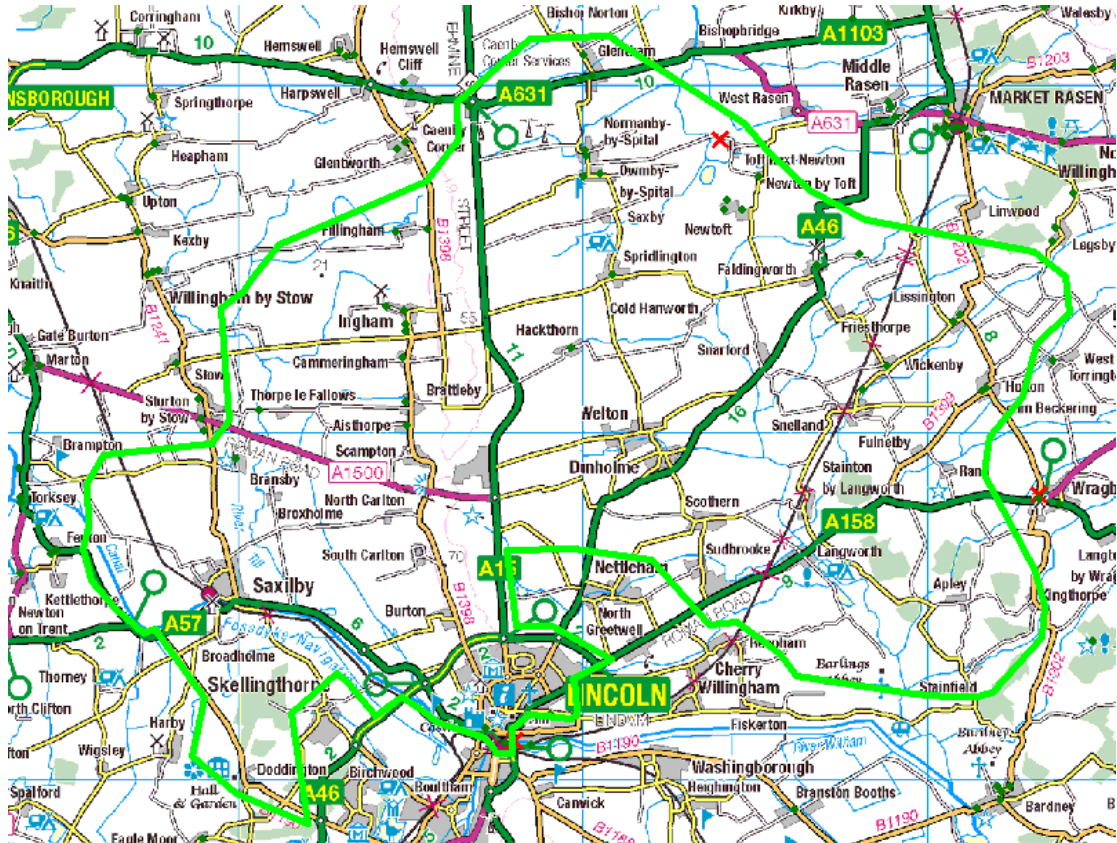
3.1 Call Connect – North of Lincoln expansion pilot

Call Connect currently has a gap in provision impacting villages north of Lincoln. The proposed service will be operated using a 14 seat minibus serving West Lindsey rural settlements to the north and east of Lincoln. This will greatly improve transport options for journeys to Lincoln and for location to location journeys within West Lindsey. For example to medical facilities at Welton. The service will be a flexible demand responsive service with the option of a fixed route at peak time.

Most rural services of this nature require ongoing subsidy and will never be commercially sustainable. However the aim is to ensure services are sustainable in terms of value for money and patronage. To achieve this the service will be marketed and promoted to residents and shared use will be encouraged (for example community groups, education, social groups etc.)

It is also envisaged that the service could be part of a 'Total Transport' trial in the Lincoln and West Lindsey area. Total Transport will trial the shared use of Call Connect/LCC services with Non-Emergency Patient Transport which is funded by the CCG's. This could generate extra income by carrying Health Passengers on the Call Connect bus and increase service capacity by utilising availability/downtime of Non-Emergency vehicles for West Lindsey residents.

The map below shows the coverage of this new service:



This work will be delivered by Lincolnshire County Council and be managed through a grant funding agreement. It will include the following:

- Grant funding to part fund (50/50) a pilot of new service for 2 years

Project Status: Grant agreement and project scope being finalised for Entrepreneurial Board approval.

Financial Impact:

- **Capital** – minibus cost £35,000 to £45,000
 - WLDC contribution £17,500 to £22,500
 - LCC contribution £17,500 to £22,500
- **Revenue** – Until we go out to tender we can only give indicative revenue costs but it is likely to be in the region of £90,000 pa or £180,000 for the 2 year pilot
 - WLDC contribution £90,000
 - LCC contribution £90,000

WLDC total contribution: £107,500 to £112,500

LCC total contribution: £107,500 to £112,500

Following this 2 year pilot an on-going source of funding will be required to ensure the service continues. A full service assessment will take place during the pilot to demonstrate the need and demand.

Progress Reporting: On-going grant monitoring by officers. Progress will be reported to the Member Working Group and in any updates to Committee.

3.2 Access to Transport Fund

The Access to Transport Fund will provide funding to deliver local projects that improve awareness and/or access to public transport. Funding can be used to support Council led improvements and be applied for by other organisations including Town and Parish Councils.

The aim of the fund is to enable small to medium projects to be delivered at a local level. Local community led projects will help increase and/or maintain access to public transport. The fund will empower local communities to develop enhancements and solutions.

This fund will be delivered in-house with advice and support from LCC as required. We shall seek match funding opportunities where possible to further enhance local projects and secure leverage of funding into the District. Examples of what the fund could support include:

- New bus shelters
- Bus stop signage
- Footpath improvements
- Local transport promotion
- Feasibility and research for transport improvements
- Transport projects identified through Neighbourhood Planning

Project Status: Fund guidance notes and application process being finalised for Entrepreneurial Board approval.

Financial Impact: A £100,000 fund with ability to support revenue and capital. Fund amount can be increased if other projects do not proceed and/or to respond to identified need. The fund will initially run for 3 years and can be extended if funds are remaining.

Progress Reporting: On-going fund administration and monitoring by officers. Funding decisions shall be made by the Member Working Group and programme officers. Progress will be reported to the Member Working Group and in any updates to Committee.

Theme 4: Transport Planning

4.1 Transport Planning Tools

Lincolnshire County Council has launched a new online bus journey planning tool. It is supported by a telephone based journey helpline.

The online tool and helpline shall be promoted as part of our communication work for this programme.

The website address is: www.lincsbus.info

4.2 Neighbourhood Plans – Transport

As part of the Council's approach to supporting the development of Neighbourhood Plans, advice and support is being provided to ensure local transport is adequately reflected. WLDC and LCC officers continue to provide advice to ensure new Neighbourhood Plans consider and identify transport needs as part of the wider planning process.

Theme 5: Total Transport

No specific projects have been developed under this theme. Currently awaiting further progress and decisions to be made by Lincolnshire County Council who are leading on this work. The North of Lincoln Call Connect pilot in Theme 3 may lead to a Total Transport trial.

4. Financial Summary

See Appendix A.

5. Recommendation(s)

- 5.1 That Members note this update on the Rural Transport programme.
- 5.2 That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 1.1 Transport Publicity Programme
- 5.3 That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 2.2 Lincoln Area Dial-a-Ride Car Scheme – Volunteer Co-ordinator
- 5.4 That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 3.1 Call Connect – North of Lincoln expansion pilot
- 5.5 That Members recommend to Corporate Policy & Resources Committee for approval to spend on Rural Transport project 3.2 Access to Transport Fund
- 5.6 That Members recommend to Corporate Policy & Resources Committee for approval to amend the Capital Programme for 2017-2018.

APPENDIX A

Rural Transport Proposals - Financial Summary:

	Revenue / Capital	2017-2018	2018-2019	2019-2020	Notes
Theme 1: Communication and Information	R	5,000	0	0	Spend over 3 years.
Theme 2: Community Transport:					
2.1. Community Car Schemes		0	0	0	Possible future funding requirement to help to establish a new scheme.
2.2 Lincoln Area Dial-a-Ride Car Scheme	R	10,000	10,000	0	
2.3 North Notts and Lincs Community Rail Partnership					
Theme 3: Commercial Opportunities:					
3.1 Call Connect-North of Lincoln Expansion Pilot	C	22,500	0	0	
3.1 Call Connect-North of Lincoln Expansion Pilot	R	45,000	45,000	0	
3.2 Access to Transport Fund	R	100,000	0	0	Funds available over 3 years 17-18 to 19-20-extension subject to balance of remaining funds. To support revenue and capital spend.
Theme 4: Transport Planning		0	0	0	
Theme 5: Total Transport		0	0	0	
Total Costs:		182,500	55,000	0	

Total Capital and Revenue Cost of Rural Transport Proposals	237,500
<i>Revenue</i>	215,000
<i>Capital</i>	22,500

Earmarked Reserve balance -Connectivity Fund	281,500
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Remaining balance of Earmarked Reserve (Connectivity Fund)	44,000
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PRCC.61 16/17
Prosperous Communities Committee
21 March 2017

G

Subject: To consider the implications of the Housing White Paper “Fixing our broken housing market with regards to WLDC’s Housng Strategy.

Report by:	Eve Fawcett-Moralee Director of Commercial and Economic Growth
Contact Officer:	Diane Krochmal Diane.Krochmal@west-lindsey.gov.uk
Purpose / Summary:	This report outlines the purpose of the forth coming strategy and aligns this with the Housing White Paper “Fixing our broken housing market”.

RECOMMENDATION(S):
That Members note the content of the Housing White Paper and implications under consideration for the WLDC Housing Strategy.

IMPLICATIONS

Legal:

None - this item is for information

Financial :

None - this item is for information

Staffing :

The Housing Supply officer and team managers will develop WLDC Housing Strategy as part of the agreed work plan.

Equality and Diversity including Human Rights :

These issues will be addressed in the WLDC Housing Strategy

Risk Assessment :

None - this item is for information

Climate Related Risks and Opportunities :

None - this item is for information

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

This report outlines the purpose of the forthcoming strategy and aligns this with the White Paper “Fixing our broken housing market”

Background

West Lindsey District Council has commissioned Arc 4 to provide the framework for its housing strategy and are working closely with officers to ensure it can deliver our corporate aspirations in regards to housing and growth. The strategy will set out our vision across a variety of areas and provide a local context alongside the relevant national legislative and policy areas. It will also enable the Council to identify its key priorities and understand how best to position itself to develop, deliver and influence to best meet the needs and aspirations of our communities.

The strategy will broadly focus on the following areas: increasing housing supply and quality across all tenures; ensuring existing stock is safe, desirable and promotes health, wellbeing and independence; ensuring appropriate housing options and support for households in need to prevent homelessness and promote health, wellbeing and independence. Within each area the key challenges and barriers will be identified and following the completion of the strategy an action plan will be developed to enable the delivery of the strategy.

The strategy is currently in draft format and a tour of the district has been undertaken with Arc 4 alongside a number of progress meetings. Officers have provided information which will inform the evidence base and are liaising with Arc 4 to finalise the consultation process that will be carried out as part of the strategy development. This consultation will seek opinion on the key aspects of the strategy. As part of the work the Council is also exploring an option to carry out a district wide housing needs survey to inform future affordable housing provision.

1. Introduction

1.1 The report sets out a short overview of the White Paper “Fixing our broken housing market” published in February 2017.

www.gov.uk/government/collections/housing-white-paper

1.2 This is the third wave of initiatives launched by Conservative Housing Ministers since 2010. The reference to a “broken housing market” is striking and, in echoing previous statements about “broken Britain” it indicates a continuing governmental concern about systemic problems with housing supply.

1.3 The White Paper and consultation on housing and planning reforms will (once legislated) provide a significant part of the policy background against which local authority housing and other strategies will be developed. The consultation process concludes on 2 May 2017.

2. Context

2.1 The three waves of housing initiatives since 2010 have been as follows.

- The end of the Labour administration and early part of the Coalition focussed on measures to support the construction industry during the global financial crisis. Whilst large elements of that support are still in place e.g. via Help to Buy, the Conservative Party also introduced attempts to increase the speed and quantity of housing delivery for example, through planning reforms, New Homes Bonus, etc.
- The 2015 Osborne Summer Budget and 2016 Housing and Planning Act added reversing most developed economies' trend away from home ownership to increasing housing supply. The government's goals were a "national crusade to get 1 million homes built by 2020" and transform "generation rent into generation buy." including the development of 200,000 Starter Homes up to 2020.
- Whilst retaining many of the broader concerns about housing under-supply (an estimated almost 50% shortfall in 2014/15), the latest White Paper has made a number of very clear breaks from the Cameron/Osborne approach in particular, home ownership is not defined as the overriding outcome. Market renting, often characterised as part of the (welfare budget) problem in the earlier years of the decade is now definitely regarded as part of the solution.

3. Planning for housing

3.1 The planning process should deliver the 'right homes in the right places' by:

- Requiring production of **up-to-date plans every 5 years** because 40% of local plans do not meet projected housing growth,
- **Simplifying plan-making** and make it more transparent so it will be easier for communities to produce plans and easier for developers to follow them
- Consulting both on a **simplified approach to defining Objectively Assessed Need** for new homes to ensure "plans start from an honest assessment of the need" as well as a **Statement of Common Ground** setting out how local authorities will work together with neighbouring authorities, where necessary, to meet their housing requirements.
- Legislating to allow **locally accountable New Towns Development Corporations** to be set up to better support new garden towns and villages.
- Revising the National Planning Policy Framework (NPPF) to ensure plans deliver an "**efficient use of land and avoid building homes at low densities**". This may include revisions of space standards.

4. Brown land and Green belt

4.1 The White Paper aims to make more land available for homes by **maximising the contribution from brownfield and surplus public land**, regenerating estates, releasing more small and medium sized

sites, allowing rural communities to grow and making it easier to build new settlements.

- 4.2 It also reaffirms that the existing protections for the green belt remains unchanged and emphasises that authorities should make **exceptional amendment to green belt boundaries** only when they can demonstrate that they have examined fully all other reasonable options for meeting their identified development requirements.
- 4.3 It should be noted that many authorities will find it difficult to retain existing green belt along with the requirements to ensure the required long term pipeline of housing land.

5. Building homes faster

5.1 The 1 million homes target drives this key section of the White Paper, the proposals *set out in the consultation* include:

- Amending the NPPF to give local authorities the opportunity to have their **housing land supply agreed on an annual basis** and fixed for a one year period, in order to create more certainty about when an adequate land supply exists. Authorities taking advantage of this will have to provide a 10% larger buffer on their 5 year land supply.
- **Increasing nationally set planning fees**, and consulting on allowing authorities to increase planning fees *where they are performing well on housing delivery*.
- Deterring “unnecessary planning appeals” and reduce delay via the introduction of a **fee for making a planning appeals** (refundable if appeal successful).
- Examining the **reform of developer contributions** (Community Infrastructure Levy and Section 106 obligations) for an announcement in the autumn Budget
- To encourage delivery, requiring large housebuilders to publish **aggregate information on build out rates** which will local authorities to press for quicker supply
- Seeking views on whether an applicant’s **track record of delivering previous similar housing schemes** should be taken into account by local authorities taking decisions on housing development.
- **Simplifying the completion notice process** so that a local authority to serve a completion notice to dissuade developers from making a token start on a site to keep the planning permission alive.
- Changing the NPPF to introduce a **housing delivery test** for local authorities. If delivery then falls below specified thresholds extra land would be added onto the five-year land supply as well as further thresholds would then allow the presumption in favour of sustainable development to apply automatically.
- **Coordinating Government infrastructure investment** through the targeting of the £2.3bn Housing Infrastructure Fund including more timely connections by utilities

6. Enhancing & diversifying the supply of housing

6.1 The Government intends to

- Help small and medium-sized builders to grow through the Home Building Fund and supporting development on small sites.
- Support custom-build homes with greater access to land and finance, giving more people more choice over the design of their home.
- Bring in new contractors on the Accelerated Construction programme on public land.
- Encourage more institutional investors into housing, including for building more homes for private rent with family friendly tenancies.
- Support housing associations to deliver more homes.
- Ensure the public sector plays its part by encouraging more building by councils and reforming the Homes and Communities Agency.
- Speed up build out by encouraging modern methods of construction
- Take steps to grow the construction workforce

7. Aspirations to help owners and tenants

- 7.1 In addition to reaffirming commitments to Help to Buy and Starter Homes programmes, there are aspirations (rather than proposals) for longer private sector tenancies, mandatory electrical checks for the private renting and resolving the problem caused by proposed welfare reductions making supported housing unviable for many providers.

8. Reactions to the White Paper

- 8.1 Reactions to the White Paper have been mixed. Many of the broad aspirations are endorsed. The reversing away from the single target of home ownership is generally regarded as sensible and more conducive to delivering more homes. However, the lack of any large scale social rent programme will have long term implications for housing policy and will undermine efforts to deliver the million homes.
- 8.2 Many of the proposals are not objected to. However, there is a sense from commentators that the outcomes of the White Paper may well fall short of the radical changes necessary to fix a broken housing market.
- 8.3 West Lindsey is currently preparing a revised Housing Strategy which will align with the overarching objectives of the authority but also work within the framework being presented by Government. We will ensure that our Strategy provides the flexibility to support and take advantage of the final outcome of the White Paper following consultation.
- 8.4 Our initial draft Housing Strategy underpins the White Paper; West Lindsey recognises the need to build more homes, more quickly and links this directly to economic growth. We are working to better understand local needs so that we can ensure that the housing offer is diversified and meets local demand and we are actively working to improve the quality of housing and see that improving the private rented sector will have a positive impact to our housing markets.
- 8.5 Putting people first is at the centre of our strategy and our plans over the next 5 years will continue to do so to all sectors of the community which recognises those trying to get onto the housing ladder, those looking for

a better quality property in the private rented sector and vulnerable households.

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PRCC.62 16/17

Prosperous Communities Committee

21 March 2017

H

Subject: Broadband Provision Across the District – Survey Proposal

Report by:

Director of Resources

Contact Officer:

Ian Knowles
Director of Resources
01427 675183
ian.knowles@west-lindsey.gov.uk

Purpose / Summary:

To provide Members with the proposal to run a survey and online speed test to gather information on the current position with regard to Broadband Provision across the District.

RECOMMENDATION(S):

That Officers are requested to set up and run the survey and speed test to identify the current position of superfast broadband services within the District and to bring forward a further paper in June 2017 with the results.

IMPLICATIONS

Legal:

Financial :

Financial Implications: FIN/108/17

A Capital Budget of £555k was approved as part of the 2013/14 Capital Programme to support the BDUK roll out within West Lindsey as detailed within the report. This was to be funded from Capital Receipts. Any reduction in the amount paid will result in capital receipts being available for future capital investment.

Staffing :

Equality and Diversity including Human Rights :

NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).

Risk Assessment :

Climate Related Risks and Opportunities :

Title and Location of any Background Papers used in the preparation of this report:

*Wherever possible please provide a hyperlink to the background paper/s
If a document is confidential and not for public viewing it should not be listed.*

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1 Introduction

- 1.1 In December 2016 this committee requested that a survey be undertaken to assess the extent of any issues regarding broadband throughout West Lindsey. It is proposed that a dual process is run to gain the maximum information possible and to include those with and without broadband. This will be through an online speed test and a hard copy survey using in-house resources within the Business Improvement Team.
- 1.2 It should also be noted that during January 2017 we received a copy of a letter (appendix B) sent by Onlincolnshire to BDUK seeking a reversal of the current embargo on BDUK funding of Broadband activity in West Lindsey. This approach is to be welcomed.

2. Proposal

- 2.1 The first part of the proposal is to have a speed test run in conjunction with Thinkbroadband.com sitting on our website. This would give us information by postcode level on who the provider is and the download and upload speeds. This however would only be the speed at the time of the test being run. This speed test is also currently being run by onlincolnshire and can be found on <http://www.onlincolnshire.org/my-area/broadband-speed-test>.
- 2.2 The second part of the proposal is for a survey to be run (draft attached as Appendix A) in which we would ask the following to complete:
 - all members to distribute up to 100 surveys to residents within their ward before the start of purdah.
 - the Citizen Panel (both online and paper respondents)
 - Parish Councils (and Parish Meetings) to advertise and pass around their parish
 - Online information for any West Lindsey residents to completeThis survey will be available electronically but for those without this facility paper copies will be made available to ensure we maximise the households surveyed. The analysis of this information will be undertaken in-house through the Business Improvement Team.

3. Promotion

- 3.1 This process will be advertised by the Communications Team through press releases and Social Media to try to get additional residents to complete. Part of the distribution will ask people to promote this survey and to pass the details onto any resident of West Lindsey who would like to take part.

4. Timescales

- 4.1 A survey of this type should be available to the public for a minimum of 6 weeks (longer if this crosses with a public holiday) to ensure sufficient time is allowed for everyone to complete. In this case as the open time is over Easter we have allowed 8 weeks. As the reports from the broadband test are sent at the beginning of each month it is recommended that the survey and test are run in line and has at least two reports from Thinkbroadband. A draft outline of the timescales are shown below:

Action	Start date	Finish Date	Responsible Officer
Consultation with members	8 February 2017	21 February 2017	Ian Knowles
Survey amendments	22 February 2017	24 February 2017	Katy Allen
Printing/online set up	27 February 2017	3 March 2017	Katy Allen
Set up online speed test	17 February 2017	3 March 2017	Alistair Wearing
Survey and test available	6 March 2017	28 April 2017	Katy Allen
Distribution of survey by members	6 March 2017	26 March 2017	Members
Interim report to committee	Chairs Brief 7 March 2017	Committee 21 March 2017	Ian Knowles
Start of Purdah		27 March 2017	
Reminder out to Parishes and Citizen Panel		31 March 2017	Katy Allen
Speed test report 1		3 April 2017	Katy Allen
Speed test report 2		2 May 2017	Katy Allen
Inputting	13 March 2017	8 May 2017	Katy Allen (support from BI Team)
Analysis	8 May 2017	12 May 2017	Katy Allen
Draft report to Ian Knowles		17 May 2017	Katy Allen
Report to Prosperous Communities	Chairs Brief 23 May 2017	Committee 6 June 2017	Ian Knowles

5. Recommendations

- 5.1 The survey was agreed by members via email and has been launched as of 6th March 2017. Members are therefore asked to welcome and

support this initiative and request a further report to the meeting of Prosperous Communities Committee in June 2017.

Appendix A – Draft survey



West Lindsey District Council Broadband availability

HELPFUL HINTS FOR COMPLETING THIS QUESTIONNAIRE

- Please read each question carefully. In most cases you will only have to tick one box but please read the questions carefully as sometimes you will need to tick more than one box, or write in a response.
- Once you have finished please take a minute to check you have answered all the questions that you should have answered.
- If you have any questions about this survey please email Katy Allen on katy.allen@west-lindsey.gov.uk.

Section 1: Location

1. Full postcode:

Section 2: Current availability

2. Do you currently have broadband in your home?

- Yes
 No

3. If not, why not?

- Not available
 Use it at other location i.e. work and therefore don't need it at home
 Speed too slow
 Do not want it

7. If yes, who is your supplier?

- BT
 Virginmedia
 TalkTalk
 Sky
 Plusnet
 EE
 Vodaphone
 NowTV

Other - please specify

Section 3: Issues

4. Have you had any issues with availability of the broadband? **Please tick one box only**

- Yes
 No

5. What were these issues and how long did they last?

6. Are there any comments you wish to make about broadband in your area?

Section 4: Speed test

We are interested in finding out data on the speed of your broadband. On the next page you will be taken to our website to complete a speed test. This is to identify what level of speeds are being received in the district. If you have already completed this speed test on our website please click submit below then close the next page down.

Thank you very much for your time completing this survey.

Appendix B

Lincolnshire Broadband Programme: West Lindsey District:

***Reference: Current Embargo on Broadband Deployment to West
Lindsey District:***

Dear Tony

I write to you in connection with the current broadband deployment embargo that exists within the District boundaries of West Lindsey, Lincolnshire.

It is my belief that there is adequate evidence to support a revised approach by BDUK to the current West Lindsey position.

At this point in time, it is understood that BDUK believe that there is a commercial agreement in place between West Lindsey District Council and Quickline Communications, to provide 'Superfast Broadband to 100% of premises' within West Lindsey and it is this agreement that forms the basis of the current BDUK State Aid embargo.

In December 2014, Lincolnshire County Council (LCC) carried out an assessment of Quickline's proposals using the BDUK LB NGA State Aid Assessment document and established that Quickline did not have a coherent plan in plan to provide 100% Superfast broadband coverage of West Lindsey. This document was submitted to BDUK at that time and clearly demonstrated that Quickline had failed to provide significant documentary evidence required to prove NGA capability.

On 13th August 2015, Lincolnshire County Council, along with West Lindsey District council were in receipt of a document from Steve Bolan, the then Operations Director of Quickline, that highlighted the postcodes they believed they would cover with broadband at 30Mb/s and second set of data that demonstrated 'Basic' broadband coverage. This document did not cover 100% of West Lindsey District. Analysis shows that only 708 postcodes out of a total 3748 postcodes will be covered with broadband at or greater than 30Mb/s. This represents 18.8% of total postcodes.

It is worth noting at this point, that when LCC issued an Open Market Research (OMR) in May 2014, in advance of their BDUK Phase 2 project, Quickline did not respond, despite requests to do so and subsequently provided an OMR on 7th January 2015 that showed zero NGA coverage. Therefore, it is our contention that significant areas of West Lindsey are not currently covered with NGA broadband via Quickline and that there are no coherent plans to do so within the three years since our last OMR of May 2014. On that basis, we believe that these areas not covered, should be included in the current Intervention Area for Superfast deployment under the existing BDUK, LCC, and BT Phase 2 contract.

Yours sincerely

Steve Brookes

Lincolnshire Broadband Programme Manager

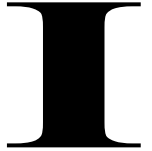
26th January 2017



PRCC.63 16/17

Committee Prosperous
Communities Committee

Date 21/03/17



Subject: Gainsborough Town Centre – Heritage Masterplan

Report by:

Commercial and Regeneration Director

Contact Officer:

Wendy Osgodby
Senior Growth Strategy and Projects Officer
Telephone: 01427 676636
Email: wendy.osgodby@west-lindsey.gov.uk

Purpose / Summary:

This report is intended to brief members of the development of a Heritage Masterplan for Gainsborough Town Centre and support the additional heritage element of the Gainsborough Growth Fund

RECOMMENDATION(S):

1. That members endorse the development of a Heritage Masterplan for Gainsborough Town Centre.
2. That members agree to add a heritage element into the existing Gainsborough Growth Fund.

IMPLICATIONS

Legal: No implications as this document is for guidance only

Financial: FIN-144-17

The funding for this project will be met from existing budgets.

Staffing: This project will be led by Wendy Osgodby (Senior Growth Strategy and Projects Officer) with support from the Conservation Planning Colleagues and Growth Team as part of the agreed work plan.

Equality and Diversity including Human Rights :

NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).

Risk Assessment : No implications as this document is for guidance only

Climate Related Risks and Opportunities : No implications as this document is for guidance only

Title and Location of any Background Papers used in the preparation of this report:

PRCC.06 16/16 Prosperous Communities Committee – Subject: Gainsborough Townscape Heritage Initiative (THI) Bid

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Background

- 1.1 As reported previously West Lindsey District Council has committed to a heritage-led regeneration approach to the development of Gainsborough Town Centre. As we have embarked upon an investment programme which seeks to transform Gainsborough and wider district it is critical to have a vibrant town centre at the heart. This revival must be commercially sound but also help restore the character and identity.
- 1.2 The heritage led- approach that has been promoted for Gainsborough is culminating in the development of a heritage masterplan for Gainsborough which has been compiled by Lathams, a specialist heritage architectural and urban design firm based in Derby and Nottingham. The work carried out to date can be seen on the Member's portal, this is due to size and nature of the file. (Please note this will be amended for the final document to ensure it can be circulated as widely as possible). However a summary is attached- Appendix A
- 1.3 The Gainsborough Town Centre Masterplan was commissioned to support the overall regeneration strategy for Gainsborough and to support a recent funding bid to Historic England for a Townscape Heritage Bid for Gainsborough Town Centre. This was agreed by Prosperous Communities Committee in June 2016.
- 1.4 Officers have recently been informed that the Townscape Heritage Initiative (THI) bid was unsuccessful on this occasion but representatives from the Heritage Lottery Fund (HLF - the funding body for this scheme) are keen to support West Lindsey with a revised bid and have encouraged the Council to resubmit in September 2017. The latest THI bidding round was heavily oversubscribed with a number of competing bids from our region. However, HLF have recognised the need for such a scheme in Gainsborough and have recommended that the Council continues to develop its Heritage Masterplan, in consultation with stakeholders and the wider public, (and ultimately to embed this in policy) in order to strengthen Gainsborough's chances of success in the next THI bidding round.
- 1.5 Likewise, Historic England have encouraged the development of this Heritage Masterplan document as well as physical evidence of the Council's commitment to heritage-led regeneration (through active restoration works and sympathetic design) as a precursor to any funding support.

2. Gainsborough Town Centre – Heritage Masterplan

2.1 Purpose

- 2.1.1 The plan seeks to identify and co-ordinate opportunities for transformation of the town's historic core and pull this together in one plan. It explains where the need and opportunity for intervention are and some guidance.
- 2.1.2 The plan is based upon a physical audit of the town centre and a review of policy / regeneration aims.

2.1.3 The Masterplan is not an adopted policy document and is produced for information and guidance only at this stage. It is proposed that this document will inform the development of future policy, including updating the Conservation Area Appraisals for Gainsborough and through the Neighbourhood Plan process.

2.2 Contents of the plan

1. Overview of town centre
2. Policy and regeneration context
3. Vision for Gainsborough Town Centre / strategic objectives for Town Centre
4. Intervention Strategy / 4 key areas
5. Town Centre Intervention Projects / building audit / key sites
6. Delivery options

2.3 How Plan will be used

2.3.1 This document will provide 'heritage' guidance and principles for the town centre and can be used to support a range of initiatives:

- Invest Gainsborough
- Gainsborough Neighbourhood Plan
- A review of Gainsborough's Conservation Area Appraisals
- Gainsborough Place Board
- The remit of the Gainsborough Development Partner/JV programme

2.4 Next Steps

2.4.1 Work with Gainsborough Neighbourhood Plan Consultation Group to help integrate Heritage Policy into the Neighbourhood Plan.

2.4.2 Work with Development Management Team to ensure that Heritage Masterplan work feeds into the review of the Conservation Areas in Gainsborough.

2.4.3 Soft launch of Heritage Masterplan / Commitment to heritage-led-approach – May 10th / 11th at Gainsborough Heritage Centre.

2.4.4 Ensure that the guidance provided within the Heritage Masterplan is put into practice through the physical restoration and development of the town centre, using our planning, conservation and enforcement powers, and through initiatives such as the Gainsborough Growth Fund.

3. Gainsborough Growth Fund

3.1 The Gainsborough Growth Fund was designed to address commercial market failure in Gainsborough. This funding is intended to facilitate and enable new development, identified through strategic documents such as the former Gainsborough Masterplan and the most recent Gainsborough Growth

Programme Delivery Plan. The grant fund is helping the Council to deliver its growth objectives and to generate increased revenue through NNDR as vacant sites are brought back into economic use and new business premises are developed in the town.

- 3.2 Since the Scheme started in November 2014 the total grants awarded totalled up to approx £400K of which approx. £330K has been released and already claimed back by the applicants. To date the total value of investment levered through the GGF amounts to circa **£2.5m**. In terms of employment the Scheme so far has assisted **8 SMEs** and it is anticipated that these projects together will create approx. **65 jobs** in the next 2 years. A full Economic Impact Assessment for the scheme is currently underway.

3.3 Existing Scheme: Type of Grants

There are two types of grants currently available for this scheme:

- **Feasibility and Planning Fund**

Grants of up to £10k available to assist with professional fees and technical survey work associated with the development of sites and premises or technology and equipment which would support business growth. Types of activities eligible for support include:

- Architectural fees to support master planning and building development
- Survey work undertaken by professionals in support of sites/premises development and planning
- Professional fees for feasibility work in connection with capital equipment and product development
- Other potential feasibility costs to be considered on a project by project basis
- **Salaries and fees associated with statutory consents (e.g. planning) cannot be funded.**

- **Development Fund**

Grants of between £10-100k available (no more than 25% total project costs) to support capital activities, including investment in sites and premises and/or the purchase of equipment.

Types of activities eligible for support include:

- Investment in sites and premises (purchase, building works, refurbishment, infrastructure works)
- Purchase of capital equipment
- Premises fit-out
- Applicants will be expected to provide match funding covering as much of the project's costs as they are reasonably able to, from their own resources and those of third parties such as banks or investors.

- Aid offered under this scheme is delivered through the De Minimis Regulations, which are regulations enforced by the European Union. The maximum de minimis funding any recipient can receive is €200,000 (cash grant equivalent) over a 3-year period

3.4 Town Centre Targeted Lettings Fund

- 3.4.1 There are currently a number of properties in the town centre which have been vacant for a considerable time. Vacancy rates have been approximately 15% for the past 3 years and there is no evidence to suggest a decrease. Discussions with local estate agents have highlighted a poor level of interest and enquiries in relation to these properties has flagged up key issues that currently make these properties unattractive to prospective businesses. By actively working with agents/landlords this initiative would accelerate the opportunity to bring these properties back into a viable commercial use.
- 3.4.2 The Targeted Lettings Fund offers a retail funding element to the Gainsborough Growth Fund (GGF) providing landlords/tenants of vacant retail premises in the town centre access to funding which will assist businesses with costs in respect of the renewal of shop fronts and internal fit out which can be prohibitive when initially starting up. When possible the Council will also be working in partnership with property owners and/or agents to explore possible incentives (rent reliefs) alongside the funding regime.
- 3.4.3 It is proposed that this grant scheme will provide a one-off discretionary financial contribution to eligible businesses to cover up to 75% (to a maximum value of £15,000) towards the total cost of physical works to the premises. An initial Fund of £50,000 has been earmarked for the Pilot from within the GGF budget.
- 3.4.4 Schemes with project cost below £40k will be eligible to apply to this fund. Larger schemes with total project costs over £40k are eligible to apply to the Gainsborough Growth Fund.
- 3.4.5 Same criteria and application process will apply for both the Gainsborough Growth Fund and the Targeted Lettings Scheme

3.5 Additional Heritage Element

- 3.5.1 In light of guidance provided by both HLF and Historic England that the Council needs to demonstrate its commitment to heritage regeneration through both policy and practice in order to secure any future external funding, it is proposed that the remit of the GGF be expanded so that in specific cases it may also consider providing grant assistance to tenanted shops located within the eligible area that may be in need of renewal and physical repair and that may have a historic and conservation interest and value.
- 3.5.2 Such restoration works may not be conducive to direct job creations (e.g. for premises already occupied) but would have to demonstrate significant improvement to the appearance of the building as well as a positive

contribution to the wider street-scene, following have to follow Planning advice and guidance in respect of Conservation Policy (given that the project area is a Conservation Area).

- 3.5.3 It is the ambition of WLDC to transform the whole of the town centre through heritage-led regeneration and this ambition is described within the Gainsborough Heritage Masterplan. It is important this approach is mirrored within any town centre initiatives. This extended Targeted Lettings proposal will complement this work by addressing the much needed restoration of the existing town centre. It will help to demonstrate the Council's commitment to heritage-led regeneration and as such, will increase the chances of the Council being able to lever in external funding support for such work in the future from HLF and Historic England.

Gainsborough Town Centre

Heritage Masterplan



Introduction

West Lindsey District Council have now embarked upon an ambitious multi-strand socio-economic and environmental regeneration and investment programme which seeks to positively transform both Gainsborough and the wider District. The Council recognise that for their development plans, including substantial housing growth, to succeed it will be critical to have a vibrant and attractive town centre at the heart of the District.

The Council is therefore now committed to the revival of Gainsborough town centre in terms of the interlinked and interdependent themes of commercial vitality and confidence, and character and identity.

The Gainsborough Town Centre Heritage Masterplan has been prepared by West Lindsey District Council to help provide a strategic investment and intervention plan for the historic core which can pragmatically respond to both identified priorities as well as opportunities. It also seeks to support and compliment the wider regeneration objectives for the District by placing a town centre, which both current and future citizens of Gainsborough can be proud of, at the heart of West Lindsey.



Purpose

The Gainsborough Town Centre Heritage Masterplan seeks to identify and co-ordinate established and emerging opportunities for the transformation of the town's historic core and to pull these together in a single location. The Masterplan explains where the need and opportunity for intervention is located within the town centre and provides some guidance on what this intervention might consist of. At the heart of the Masterplan is a recognition that further loss of the town's historic fabric will harm its character and identity and that this could be harmful to its social and economic regeneration.

Status

The Masterplan will not be an adopted policy document and is produced for information and guidance only. It is anticipated however the evidence gathered to inform the Masterplan can be used by the Gainsborough Town Centre Neighbourhood Plan and that some of the strategic objectives set out within the Masterplan might inform the heritage policies within the Neighbourhood Plan.

Need

The heritage significance of the surviving historic town centre is recognised by its designation as a Conservation Area. Many of the buildings (38) within the Town Centre Conservation Area are further protected by statutory listing. Despite the protection of the historic core its commercial fragility represents a serious threat to its survival. Historic England in their Heritage at Risk, East Midland Register 2015, note that the condition of Gainsborough Town Centre Conservation Area is very bad and that its vulnerability is high.

A detailed survey of the town centre to provide evidence to support the Masterplan has identified many under-occupied buildings and cluster of neglected and poorly maintained buildings both of which harm the economic vitality of the commercial core.

Vision

WLDC is now committed to ensuring that its policies, investments and decision making will seek to protect and enhance the historic centre of Gainsborough. Any future development within (and impacting upon) the Town Centre Conservation Area must seek to avoid visual harm to its townscape and the historic environment. Poor quality design and inappropriate land uses which will harm the historic environment of the town centre will be forcefully resisted by WLDC.

Objectives

Improve understanding of heritage significance

WLDC is renewing the Conservation Area Character Appraisals for the town centre, which are up to 30 years old. These will explain what is significant about the heritage of the town centre and will inform planning decision making.

Effectively communicate the history of Gainsborough

Many of those visiting Gainsborough, and even some residents, are not aware of the towns fascinating history and its connection to a range of important characters and events which helped to shape our national story. Through interpretation material, public art and promotion the town will celebrate its past.

Restore the physical fabric of historic buildings

Where historic town centre buildings are in a poor physical condition WLDC will seek to identify mechanisms that will provide financial support and technical expertise to owners. The Council is actively engaged with the Heritage Lottery Fund with a view to making a Townscape Heritage Initiative bid in the near future.

Remove or otherwise mitigate visually harmful features

The town centre includes many poor quality shop fronts and several visually harmful buildings which compromise the quality of the historic core. WLDC has recently published a Shop Front Design Guide and will support proposals which lead to the removal of harmful features.

Objectives continued overleaf



Objectives continued

Ensure that new development responds to identified character and context and supports town centre vitality

In future new development within the town centre must be of the highest design quality and it must demonstrate how it learns from and enhances existing character. Development which harms the historic environment will be resisted.

Use the renewal of the historic core to aid wider regeneration

Households, businesses and investors are attracted to attractive and vibrant towns. The renewal of Gainsborough's historic core will support the socio-economic transformation which is taking place elsewhere within the town and the District.

Police and monitor management and change within the historic environment

WLDC will employ the full tool kit of their statutory powers to ensure that fabric of the historic town centre is protected from harm and appropriately maintained.

Process

West Lindsey District Council have been supported with the development of the Gainsborough Town Centre Heritage Masterplan by Lathams (Architects, Planners and Heritage Consultants). The emerging Masterplan is underpinned by extensive evidence gathering, which has included archival research and field surveys, which has been shared with officers and Historic England. The Council is now keen to ensure that the draft Masterplan is appropriately consulted on and has arranged for the Gainsborough Town Centre Neighbourhood Plan Steering Group to be briefed on emerging findings and proposals.

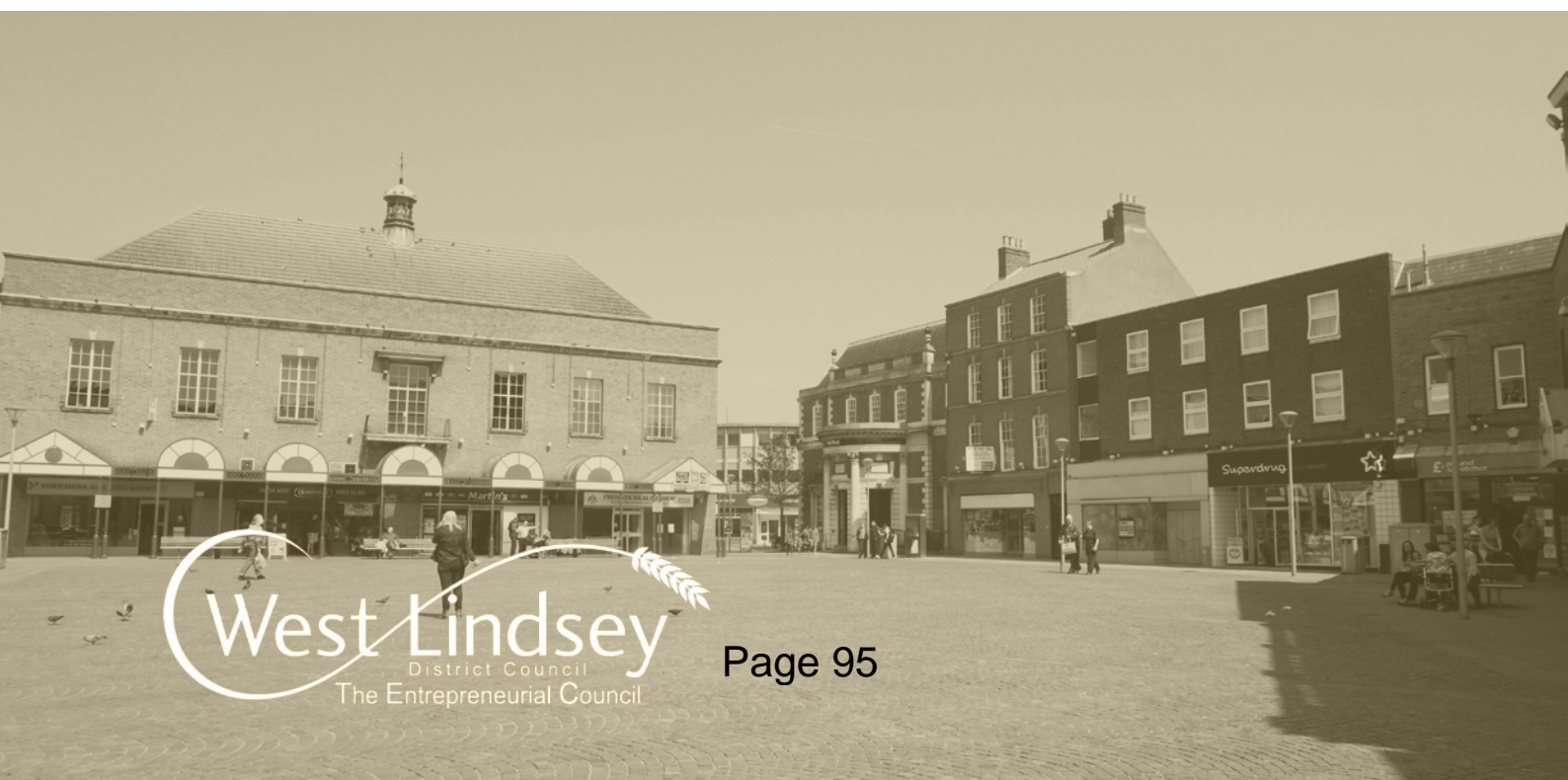
Progress

The Masterplan is currently in draft form and it is anticipated that the final document will be launched in early May 2017. Prior to the launch the Council will carry out a full review of the draft document to ensure consistency with WLDC regeneration objectives.

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Prosperous Communities Committee Work Plan

Purpose:

This report provides a summary of reports that are due on the Forward Plan over the next 12 months for the Prosperous Communities Committee.

Recommendation:

1. That members note the schedule of reports.

Prosperous Communities Committee			
Active/Closed	Active		
Date	Title	Lead Officer	Purpose of the report
02/05/2017	Progress and Delivery Q4	Mark Sturgess	To present Progress and Delivery (Projects and Services) monitoring information to the end of Period 4
	Food Enterprize Zone	Eve Fawcett-Moralee	funding requirements for the FEZ (eve please extend)
	Disabled Facilities Grant - Future Provision	Andy Gray	To update GCLT and present to members the proposals in regards to DFGs and the Better Care Fund for
	Leisure Contract Update	Karen Whitfield	to provide Members with a progress update regarding the procurement of a a new leisure contract and assurance that the project is running in line with agreed parameters and timescales
	Waste Services Policies	Ady Selby	To update waste policies which have been in use since 2009 and introduce amendments to support commercial activity
	Brattelby Neighbourhood Plan	Luke Brown	To approve the Neighbourhood Plan for referendum
	Empty Property Compulsory Purchase Order - Caistor	Andy Gray	To present information in relation an empty property CPO in Caistor
	market proposals - after call-in	Ady Selby	to receive further proposals on the future operation of Gainsborough Market
	Planning Enforcement Policy	Andy Gray	To gain approval for the revised planning enforcement policy and agree its adoption.

	Managed Workspace: Revised Proposal	Joanna Walker	Seeks member support for a revised proposal for managed workspace on an alternative site in Saxilby. This is due to difficult ground conditions inflating construction costs and therefore the offer to the Council on the original site (agreed in October 2016).
02/05/2017 Total			
06/06/2017	Housing Strategy	Diane Krochmal	to present the new Housing Strategy for approval
	Brattleby Neighbourhood Plan	Luke Brown	To approve the Neighbourhood Plan to move to referendum.
	scotter NP	Luke Brown	TO approve the plan for referendum
	fiskerton NP	Luke Brown	to approve the plan for referendum at pc and for adoption at council
	Lea NP	Luke Brown	TO approve the plan for referendum and adoption at council
	outstanding S106	Rachael Hughes	a report on all outstanding s106 agreements (including the part of the District where they are located and progress with delivering the infrastructure that they require) as stated in response to a question at Council in January 2017
06/06/2017 Total			
18/07/2017	Gainsborough Growth Fund Review	Marina Di Salvatore	to present a Review and Re-launch paper with a dedicated Town Centre Scheme
18/07/2017 Total			
12/09/2017	Market Rasen Car Parking	Eve Fawcett-Moralee	To provide an update on the impact of introducing car parking charges in Market Rasen
12/09/2017 Total			
Grand Total			

Progress and Delivery for 2017/18 needs incorporating

Future Workplan Items still being scoped /no definitive timeline set: -

- Council Depot Rationalisation
- A15 Growth
- Show Ground MasterPlan

- Riseholme
- RAF Scampton
- Review of Wolds AONB Joint Working
- Syrian Refugees
- Lincolnshire Spatial Planning / Strategic Infrastructure Review
- Central Lincolnshire Local Plan Monitoring
- Trading Company – Policy Approval
- Closer to the Customer Programme
- Service Review – Stage 1 approvals

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