

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA on 5 December 2017 commencing at 6.30 pm.

<b>Present:</b>	Councillor Mrs Sheila Bibb (Chairman) Councillor Mrs Gillian Bardsley (Vice-Chairman)
	Councillor Owen Bierley Councillor Christopher Darcel Councillor Michael Devine Councillor Paul Howitt-Cowan Councillor Mrs Pat Mewis Councillor Giles McNeill Councillor John McNeill Councillor Mrs Judy Rainsforth Councillor Thomas Smith Councillor Trevor Young
<b>In Attendance:</b>	
Mark Sturgess	Chief Operating Officer and Head of Paid Service
Ian Knowles	Director of Resources and S151 Officer
Michelle Howard	Home Choices Team Manager
Ady Selby	Operational Services Team Manager
Karen Whitfield	Community Commercial Investment Programmes Manager
Andy Gray	Housing and Communities Team Manager
Steve Leary	Operational Services Team Manager
Rachael Hughes	Developer Contributions Officer
Mike Marriot	Commercial Accountant
Katie Coughlan	Senior Democratic & Civic Officer
<b>Also Present</b>	Councillor Jeff Summers
<b>Also in Attendance</b>	4 Members of the Public
<b>Apologies:</b>	Councillor Steve England Councillor Mrs Maureen Palmer Councillor Mrs Lesley Rollings
<b>Membership:</b>	Councillor Giles McNeill substituting for Councillor Maureen Palmer Councillor Judy Rainsforth substituting for Councillor Lesley Rollings Councillor Tom Smith substituting for Councillor Steve England

## **71 PUBLIC PARTICIPATION**

There was no public participation.

## **72 MINUTES OF PREVIOUS MEETING**

(a) Meeting of the Prosperous Communities Committee – 24 October 2017

**RESOLVED** that the minutes of the meeting of the Prosperous Communities Committee held on 24 October 2017 be confirmed and signed as a correct record.

## **73 MATTERS ARISING SCHEDULE**

Members gave consideration to the Matters Arising Schedule which set out the current position of all previously agreed actions as at 27 November 2017.

**RESOLVED** that progress on the Matters Arising Schedule, as set out in the report be received and noted.

## **74 MEMBERS' DECLARATIONS OF INTEREST**

Councillor Trevor Young declared a pecuniary interest in agenda item 8 (i) (Gainsborough Market – Final Proposals) and indicated he would withdraw from the Chamber prior to consideration of this item.

## **75 AFFORDABLE HOUSING CONTRIBUTIONS**

Members gave consideration to a report which sought to update Members in relation to the amount of Affordable Housing Contributions held by the Council. The report was in response to a request made by the Committee, at their meeting on 6 June 2017 at which they had indicated they would welcome a more detailed report regarding monies held and any time limits which applied.

The current position was set out at Section 3 of the report and Members noted that no monies secured through S106 agreements, for the purposes of providing affordable housing, had had to be returned to the developer.

In response to a Member's question it was confirmed that the figures contained at Section 3.3 of the report did not include any monies outstanding. The reasons for this were outlined.

**RESOLVED** that the information contained within the report be received and noted.

## **76 GAINSBOROUGH CAR PARKING CHARGES**

Members gave consideration to a report which reviewed the results of recent consultation undertaken regarding charging timebands and free periods of car parking in Council owned

car parks in Gainsborough.

In light of the consultation responses, Members' approval was sought to introduce one hour free parking in Gainsborough and to withdraw the current 'Free After 3pm' Policy.

The report detailed the consultation exercise which had been undertaken and the responses received as a result, with the most supported option being the introduction of one hour's free parking.

The costs associated with such a change in policy were also shared with the Committee.

Debate ensued and some Gainsborough Members questioned why Gainsborough was being offered one hour's free parking, whilst Market Rasen, which had been considered at the Committee's last meeting, had been offered two hour's free parking, which the Committee had resolved to accept. They were of the belief that the Car Parking Strategy had sought to bring equity across the District and as such this offer was neither an equitable nor fair one.

It had been accepted that two hour's free parking in Market Rasen would be of assistance to local business and shoppers and there was a view that the businesses in Gainsborough needed and deserved the same level of support. Trade was particularly difficult with the number of empty shops continuing to rise. Some Members advised that they had spoken with local traders and their view was that an hour was simply not enough.

On that basis a Member proposed that the first recommendation be amended to offer two hour's free parking at any time.

In responding to the comments regarding equity Officers advised the principle of equity within the Strategy was aimed at ensuring the car parks covered their own costs. As such this would be different for each town and therefore Market Rasen had been looked at separately. To make a similar offer in Gainsborough, to that being offered in Market Rasen, would be at a significant cost to the Council and caution was offered that Members did have available to them the costs associated with this proposed amendment.

Having heard the argument around equity, another Member proposed a further amendment, in that as Gainsborough was three times the size of Market Rasen, in the event that two hours free parking was granted, the hourly charge should start at 90p to reflect such.

Other Members of the Committee were of the view that equity, in the sense referred to by previous Councillors, may have been sought originally, however, in light of later decisions made regarding the Roseway Car Park, this had resulted in a change in Policy, leading to Market Rasen charges subsequently being reviewed and changed and now the Gainsborough charges and offer were under review.

Other Members were of the view that the principle of equity did remain, in that the principle was that as referred to earlier by Officers, rather than the same offer across the board. Whilst Members had a desire to support local businesses there was concern that it was being suggested that this should be done at the expense and detriment to council tax

payers.

Members were reminded that the proposal to introduce one hour's free car parking was as a result of consultation and had been the majority view expressed.

The offer of one hour's free parking was welcomed as a start, however those Members who were in support of two free hour's parking were of a view that more needed to be done. There was a view that permit holders continued to clog up the car parks, impeding turnover, and there needed to be a clearer strategy on how this would be managed.

In response, Officers advised that the issues regarding permits had been identified and previous reports submitted to the Committee during the 2017/18 civic year had outlined how permits would be managed. As a result a number of amendments to the terms and conditions had been made, seeing permit holders not being authorised to park in a number of the central car parks primarily used by shoppers. The sale of permits had been suspended since the demolition of the Beaumont Street multi-storey. Staff permit holders had been encouraged to park in the land being rented from Tesco and further changes were planned as more car parking sites came on line, again as detailed in previous reports. 130 more spaces would be available early next week and 26 additional spaces had been made available at Bridge Street. Assurance was offered that steps were being taken to ensure that permits would be moved away from the town centre and the position continued to improve.

Following much debate, the amendment proposed at the start of deliberations, namely: -

“approve the view of the consultees and a period of two hour's free parking at any time be introduced in Gainsborough with effect from 1<sup>st</sup> April 2018 and support this amendment to the parking tariffs”

was seconded, however, on being put to the vote the motion was not carried.

Having being proposed and seconded it was:-

**RESOLVED** that

- (a) the majority view of the consultees, that a period of 1 hour free parking at any time be introduced in Gainsborough with effect from 1<sup>st</sup> April 2018 be approved and this amendment to the parking tariffs be supported; and
- (b) the withdrawal of Free After 3pm parking, with effect from 1<sup>st</sup> April 2018 be approved.

## **77 GARDEN WASTE SERVICE - DECISION FOLLOWING CONSULTATION EXERCISE**

Members deliberated a report which sought consideration of the possible introduction of a charge for kerbside garden waste collections, following consultation having been undertaken.

Members were further asked to consider, if supportive of a charge being introduced, the

level of service which should be delivered and to recommend a level charge to the Corporate Policy and Resources which should be applied.

In presenting the report, Officers outlined both the legislative position and the financial position as detailed within the report. The nature of the consultation undertaken was outlined in detail, including the numerous ways in which residents and stakeholders had been provided with an opportunity to engage and the principles which had been applied to this consultation. Members were given a brief presentation summarising the key outcomes of the consultation. It was noted that all respondents had been provided with the opportunity to submit additional comments. These comments had been grouped and the ways in which these concerns would be addressed and/or mitigated were detailed in Sections 8 – 14. In concluding and in light of the consultation response, Officers outlined details of the proposed recommended service and the other options which had been considered.

Debate ensued and in response to a number of questions posed, Officers confirmed that those residents who chose not to subscribe to the service would be encouraged to keep their bins for a period of time; for those wishing to return bins immediately a collection regime would be created, ensuring this was done in the most efficient manner. Returned bins could be re-used or recycled and it was confirmed the depot facilities did have capacity to store these. Those subscribing to the service would receive a welcome pack with a sticker to place on the bin, this would help the crews identify those who had paid. In the event that bins were presented which had not subscribed, an “oops” sticker or similar method would be adopted, to politely remind the resident the service had changed and how they could subscribe. It was also hoped to install some on board technology in the cabs to further assist the crews in identifying subscribers.

Members congratulated Officers on the comprehensive and inclusive style of consultation which had been undertaken regarding this change. Reference was made to the number of comments and views expressed on social media in respect of this matter and Members sought and received indication as to how these had been factored into the responses received.

Members also considered it important that those wishing to subscribe were able to do so through a variety of methods. It was important the Authority feedback quickly to the electorate following any decision made, as residents were already expressing a wish to know.

Reference table 4 in the report, Officers explained the difference between the “income received” line and the “total contribution achieved” line, noting that the difference accounted for those costs associated in delivering a new service, which had to be deducted from the income generated.

As a whole the way, the consultation had been undertaken was considered to have been excellent, however, it was suggested that in future it should be ensured that the printable forms had details as to where they should be returned to included.

It was also felt maybe a discretionary rate relief scheme could have been considered.

Members noted a minor typographical error in the proposed terms and conditions and

suggested this be amended prior to release.

**RESOLVED** that: -

- (a) the free kerbside collections of garden waste be discontinued and the introduction of a charge for the service be approved;
- (b) Operational Services deliver the service during April to November inclusive as per Option B within the report; and
- (c) it be **RECOMMENDED** to the Corporate Policy and Resources Committee that an annual subscription of £35 per annum for all garden waste collections be applied and that this fee be non-refundable in full or part.

**Note:** Councillors Trevor Young and Judy Rainsforth abstained from the above vote and requested that this be recorded in the minutes.

## **78 HOME CHOICES ICT SYSTEM AND REVISED HOUSING ALLOCATIONS POLICY**

In order to enable the successful transition to the Homeless Reduction Act (2017) and to make necessary improvements to the Home Choices service, Members gave consideration to a report which requested: -

- approval for West Lindsey District Council to exit the existing Central Lincolnshire Housing Allocations Partnership (Lincs Homefinder);
- approval to progress with the procurement of a new IT system as a single organisation; and
- approval of the revised Housing Allocations Policy which had been amended to incorporate key legislative changes and to reflect the proposal to operate as a single partner from 3 April 2018.

In presenting the report, Officers outlined the difficulties they had experienced within the partnership, the risks it posed to service provision and legislative requirements, the findings of recent audits, the issues which had been identified and which despite considerable efforts still remained. These were detailed fully in Section 2 of the report.

Despite numerous and varying attempts to resolve concerns, Officers had concluded that in order to safeguard West Lindsey's position, termination of the partnership should be sought.

Debate ensued and whilst Members were supportive of partnership working and collaboration, on occasion, it did not deliver what was best for the District and they concurred with Officers that on this occasion this was the case.

It was noted that ACIS, the largest housing provider within the District, was also moving away from the Partnership

The Chairman of the Governance and Audit Committee, concurred that this partnership had been of concern; this view had been supported by an audit. Congratulations were extended to the team in having found a solution.

A scenario was posed and assurance was offered that exiting the partnership would not adversely affect residents in such a situation.

**RESOLVED** that: -

- (a) approval be granted for West Lindsey District Council to exit the existing Central Lincolnshire Housing Allocations Partnership (Lincs Homefinder); and
- (b) the procurement of a new IT system as a single organisation be progressed; and
- (c) the revised Housing Allocations Policy be approved and delegated authority be granted to the Chief Operating Officer, following consultation with the Chairman of the Prosperous Communities Committee, to make any minor changes required to the policy following the consultation period.

#### **79 RECOMMENDATION FROM CHALLENGE AND IMPROVEMENT COMMITTEE - SCAMPTON AIR SHOW**

Members gave consideration to a report with provided information about the West Lindsey District Council / Invest Gainsborough business focussed hospitality event at Scampton Airshow 2017, including an outline of successes and recommendations for the future. This followed a report having been submitted to the Challenge and Improvement Committee.

Noting the recommendation made by C and I, regarding future hosting of the event, it was noted that there was no budget provision for engagement in the Scampton Airshow over the coming years. In addition, Officer resources were limited and there was a need for the Council to concentrate resources on areas of most benefit. To assist in this, a Wider Visitor Economy Strategy was being developed and would help focus and prioritise future work

Participation in Scampton Airshow ran independently of both the Lincolnshire Show Committee and the Leisure, Cultural, Events and Tourism Member Working Group, and it was considered both of these groups could have made a valuable contribution to the Scampton Airshow event.

There were alternative options which the Council could explore which would allow for engagement and a presence at future shows at a much reduced cost. These options would include a reduced Officer presence and could include:

- Sharing a stand with a sector specific specialist such as Aviation Heritage Lincolnshire (Approx. £1-3k).
- Sharing a stand with an existing partner such as Visit Lincoln or Love Lincolnshire Wolds. (Approx. £1-3K).
- A lower specification tent for just WLDC (Approx. £5K)

Debate ensued and Members were keen to retain a presence at the show and considered it presented some great opportunities to promote the District. However a measureable

outcome needed to be agreed at the outset. The execution needed to be better managed.

In response, Officers indicated they were in agreement, making reference again to the Strategy in development and how this would assist in setting priorities and outcomes.

Members welcomed greater Member involvement in any future events and felt West Lindsey's presence should be more public facing in the future. All were in agreement that the event attracted a broad spectrum of visitors from across the country and thus in turn provided fantastic opportunities for the Authority to promote the District.

#### **RESOLVED**

- (a) the Council does not lead the hosting of any further hospitality type events at future Scampton Airshows; and
- (b) the Leisure, Culture, Events and Tourism Member working Group lead on exploring and assessing the alternative options to maintain a future presence at Scampton Airshow, taking into account the associated benefits to the District.

#### **80 WORK PLAN**

Members gave consideration to the Committee Work Plan.

**RESOLVED** that the Work Plan as set out in the report, 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 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.

**Note:** Councillor Trevor Young left the meeting at this point and did not return to the Chamber.

#### **82 GAINSBOROUGH MARKET - FINAL PROPOSALS**

Members gave consideration to a report which sought a decision on the future delivery model for the Gainsborough Market. Two options had been investigated in depth and these were detailed within the report. The benefits, risks and costs associated with each option were also fully detailed.

Debate ensued with the majority of Members accepting that both options posed both an element of risk and benefit.

Members in turn expressed their views regarding each of the options, the benefits they perceived and the potential risks posed, with neither option being particularly favoured for a variety of reasons. It was suggested that a hybrid of the two options may be more



favourable.

In response to some comments it was stressed the Traders' Business Plan, which was over a year old was an outline Business Case and in the event that a decision was made to outsource the market a more robust case would be required and its content and assumptions would be challenged through the evaluation process.

The Head of Paid Service indicated that if Members were minded to further consider delivery models other than the in-house option, a procurement exercise would need to be undertaken. Members needed to be mindful that such a process would take time to undertake and Members had already accepted that there was an urgent need to develop and improve the Markets in Gainsborough.

The Head of Paid Service indicated a set of alternative recommendations had been drafted, that would assist in smoothing the process, whilst continuing to try and improve the markets in the intervening period, if Members were minded to undertake a procurement exercise.

The Committee took a 5 minute recess in order to allow Members to digest the tabled recommendations.

The meeting re-convened at 8.11pm.

Members on the whole were supportive of the revised recommendations and considered they were both flexible and supportive.

A number of other alternative providers were suggested, however it was stressed that all such options would need to be the subject of a procurement exercise.

It was noted that the word "principles" needed to be replaced with "objectives". Members also sought and received confirmation that the second recommendation tabled should refer to section 5 of the report as a whole, as opposed to paragraph 5.01 as stated.

The two minor amendments were moved, seconded and approved.

The tabled recommendations as amended above, and having being moved and seconded were put to the vote, and on that basis it was: -

**RESOLVED** that: -

- (a) Officers be tasked to procure a partner organisation and/or market operator to run markets in the market Square in Gainsborough on behalf of the Council. The operation of the markets by a partner or other organisation should adhere to the vision and objectives for the market agreed by the Committee at its meeting on 12 September 2017. Any agreement for a third party to run markets in the Market Square in Gainsborough should enable the Council to control the form, frequency and type of market operated, including a break clause which would allow the Council to take back control of the market in appropriate circumstances; and

- (b) in recognition that any procurement process designed to achieve recommendation 1 above would take time to complete, and that there is an urgent need to develop and improve the Markets in Gainsborough, Officers are tasked to implement the improvements associated with Option A, in-house delivery, immediately as set out in section 5 of the report and the business plan (appendix 1 of the report), including the development and implementation of a “Promotion and Events Strategy” using the in-house communications resource.

**Note:** All Members present declared a personal interest in the above item of business as one of their fellow Councillors was named in the Traders Business Plan.

### **83 HEMSWELL CLIFF LAND STABILISATION AND NORMALISATION STRATEGY**

Members gave consideration to a report which provided an overview of the Strategy to progress and co-ordinate necessary improvements at Hemswell Cliff. Hemswell Cliff was considered a vulnerable community and the proposed Stabilisation and Normalisation Strategy set out the context and overview of the necessary work programmes required in order to stabilise and normalise Hemswell Cliff. The Strategy would bring together the delivery of activities to enable and accelerate the socio-economic and environmental regeneration of Hemswell Cliff whilst focussing on ensuring that the immediate and medium term needs of the Hemswell Cliff community were addressed.

It was being proposed that the progression of the work programme in respect of Estate Management at Hemswell Cliff was approved as a key part of the Strategy. The background and context for this work being required was detailed within the report.

Councillor Howitt-Cowan as Ward Member addressed Committee, shared with his colleagues the history and difficulties Hemswell had faced and congratulated and thanked Officers for their efforts in trying to resolve the issues being experienced.

**RESOLVED** that:

- (a) the Hemswell Cliff Stabilisation and Normalisation Strategy be approved;  
and
- (b) the progression of the proposed work programme in respect of Estate Management be approved and authority be delegated to the Director of Resources to ensure that necessary due diligence is in place throughout.

**Note:** Councillor John McNeill declared a personal interest in the above item of business as he had a close friend who operated a business out of the antiques centre at Hemswell Cliff.

### **84 WELL-BEING SERVICE PROCUREMENT REPORT**

As advised through previous reports, Lincolnshire County Council had been running a commission exercise for the provision of a countywide Wellbeing Service. The overall aim of the service was to support vulnerable adults to maintain their independence and well-being,

therefore preventing the escalation of need and reducing the demand on Hospital and Adult Social Care. The contract would be in place from 1<sup>st</sup> April and would run for a minimum of five years.

The Committee had previously approved the continued engagement with the procurement process, enabling WLDC to progress as a partner in a District Council consortia bid. The partnership was one of two final bidders with notification of the successful bidder expected on 8 December.

Consideration was therefore given to a report which sought approval, subject to success in the final stage of the process, to enter into a formal partnership agreement with the lead bidder (East Lindsey District Council).

**RESOLVED** that:

- (a) subject to the partnership bid being successful in the LCC procurement process, authority be delegated to the Director of Resources to enter into a partnership agreement with East Lindsey District Council, to enable West Lindsey to be sub contracted; subject to:
  - (i) due diligence and legal advice; and
  - (ii) approval from the Corporate Policy and Resources Committee; and
- (b) should the partnership bid be unsuccessful, the Health Commission be requested to actively engage with the successful provider in order to maximise outcomes for West Lindsey residents.

**85 CHAIRMAN'S CONCLUDING COMMENTS**

This being the last meeting of 2017, the Chairman wished all present a very Merry Christmas and a Happy New Year.

The meeting concluded at 8.37 pm.

Chairman