

Guildhall Gainsborough
Lincolnshire DN21 2NA
Tel: 01427 676676 Fax: 01427 675170

AGENDA

This meeting will be streamed live via the address below and the video archive published on our website

Prosperous Communities Committee
Tuesday, 26th January, 2021 at 6.30 pm
<https://west-lindsey.public-i.tv/core/portal/home>

Members:

- Councillor Owen Bierley (Chairman)
- Councillor Paul Howitt-Cowan (Vice-Chairman)
- Councillor John McNeill (Vice-Chairman)

- Councillor Stephen Bunney
- Councillor Mrs Tracey Coulson
- Councillor Christopher Darcel
- Councillor Michael Devine
- Councillor Mrs Jessie Milne
- Councillor Mrs Judy Rainsforth
- Councillor Tom Regis
- Councillor Jim Snee
- Councillor Mrs Mandy Snee
- Councillor Mrs Anne Welburn
- Councillor Trevor Young

1. Register of Attendance

2. Public Participation

Up to 15 minutes are allowed for public participation.
Participants are restricted to 3 minutes each.

3. Minutes of Previous Meeting

(PAGES 3 - 11)

To confirm and sign as a correct record the Minutes of the Prosperous Communities Committee held on 1 December 2020.

4. **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.

5. **Matters Arising Schedule**

(PAGES 12 - 15)

Setting out current position of previously agreed actions as at 18 January 2021.

6. **Public Reports**

- i) Prosperous Communities Revenue Base Budgets 2021/22 to 2025/26 (PAGES 16 - 60)
- ii) Reintroduction of rents on Gainsborough Market (PAGES 61 - 89)
- iii) Lincolnshire Homes for Independence Blueprint and HHCDG workstream (PAGES 90 - 123)
- iv) Consultation Response to Supporting housing delivery and public service infrastructure (PAGES 124 - 144)
- v) Supporting Growth and Regeneration in Market Rasen (PAGES 145 - 153)
- vi) Workplan (PAGES 154 - 157)

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 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.

8. **Exempt Reports**

- i) Gainsborough Markets - Exempt Appendix (PAGE 158)

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Monday, 18 January 2021

Prosperous Communities Committee- 1 December 2020
Subject to Call-in. Call-in will expire at 5pm on

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held via <https://west-lindsey.public-i.tv/core/portal/home> on 1 December 2020 commencing at 6.30 pm.

Present: Councillor Owen Bierley (Chairman)
Councillor John McNeill (Vice-Chairman)

Councillor Stephen Bunney
Councillor Christopher Darcel
Councillor Michael Devine
Councillor Mrs Jessie Milne
Councillor Mrs Judy Rainsforth
Councillor Tom Regis
Councillor Jim Snee
Councillor Mrs Mandy Snee
Councillor Mrs Anne Welburn
Councillor Trevor Young

In Attendance:

Ady Selby	Assistant Director of Commercial and Operational Services
Sally Grindrod-Smith	Assistant Director of Planning and Regeneration
Andy Gray	Housing and Enforcement Manager
Sue Leversedge	Business Support Team Leader
Ellen King	Senior Performance Officer
Katie Storr	Senior Democratic & Civic Officer
Ele Snow	Democratic and Civic Officer

Apologies: Councillor Paul Howitt-Cowan
Councillor Mrs Tracey Coulson

Membership: No substitutes were appointed for the meeting.

27 REGISTER OF ATTENDANCE

The Chairman welcomed all present to the virtual meeting of the Prosperous Communities Committee and undertook the customary roll-call of Members, which was followed by a roll-call of Officers in attendance.

28 PUBLIC PARTICIPATION

There was no public participation.

29 MINUTES OF PREVIOUS MEETING

(a) Meeting of the Prosperous Communities Committee – 20 October 2020.

RESOLVED that the Minutes of the Meeting of the Prosperous Communities Committee held on 20 October 2020 be confirmed and signed as a correct record.

30 MATTERS ARISING SCHEDULE

The Chairman introduced the report advising Members that the report would be taken “as read” unless Members had any questions.

With no questions raised and with no requirement for a vote, the Matters Arising were **DULY NOTED**.

31 MEMBERS' DECLARATIONS OF INTEREST

Councillor Judy Rainsforth declared a personal interest in agenda items 6 (b) Appendix 13 (Fees and Charges relating to the Crematorium) as she had recently made enquiries about the introduction of a new type of service.

32 PROGRESS AND DELIVERY REPORT, APRIL - SEPTEMBER 2021

Members considered the Progress and Delivery report for quarter 2 (July to September) 2020/2021.

The format of the report was new, as were the types of measures being reported. For those key performance indicators (KPIs) where it had been identified that significant remedial action was required, actions would be created. In order to monitor progress, these action plans would be included in Progress and Delivery reports on a rolling basis until all actions identified had been completed. It had not been necessary to include any actions plans within the quarter two report.

It was noted that the Corona virus pandemic had had a significant impact on the Council's performance in quarters one and two. In some cases this had led to improvements the example cited being increased recycling rates as a result of people being at home longer. In other cases the effects had been negative, with some services unable to operate fully, or at all for lengthy periods of time, including the Leisure Centre, Town Centre Markets and the Trinity Arts Centre. Services seeing such impacts were unlikely to meet their performance target by year-end. Other services such as Housing Benefit and Council Tax Support had experienced unprecedented spikes in demand placing additional strain on capacity. The easing of lockdown in June, would see performance improve in some of these areas, however it was currently too early to estimate whether or when performance would return to pre-Covid levels. Update and analysis would continue to be provided through the Progress and Delivery reports.

Members noted the overall summary position across all indicators as follows: -

Overall, 54% of KPIs were above target, 19% were meeting their target, and 27% were below target. Of those measures exceeding their target, 75% had been above target for two quarters or more. Of those below target, 25% had been below target for two quarters or more. Where performance was below target, it was overwhelmingly because of Covid 19 – some underperformance was likely to continue due to new national restrictions.

Discussion of the report was then broken down into sections of the organisation the first two areas being Corporate Health and Finance and Property.

It was noted that during the last two quarters staff sickness absence had increased on previous reports; however WLDC was benchmarked against other similar-sized Councils and was currently out-performing them in this category.

Members raised no questions in respect of these service areas.

The next section discussed was performance relating to the Homes and Communities portfolio, in which a number of performance indicators sat below target. Members asked a number of questions in respect of this section during which it was noted that the target for the 'number of nights spent in Bed and Breakfast (B and B) accommodation was a statutory target set by government at 0. This meant it was unlikely to ever be met. However, the target remained at 0 rather than be changed as the authority did not want to place people into B and B. WLDC had recently been informed of some grant funding that would be put towards 6 units of accommodation. A Member enquired the cost to the Council of using bed and breakfast accommodation and in the absence of the data being to hand Officers undertook to provide the information outside of the meeting.

Officers shared Members 'concern' regarding the wording of the target 'number of households prevented from becoming homeless and indicated this would be further considered during the planned light touch review.

An additional piece of contextual information had been provided to the Corporate Policy and Resources Committee in respect of the 'Long Term Empty Property' performance. Officers undertook to share the same information with Committee Members.

The next service area under discussion was the Operational and Commercial Performance Summary. Members asked a number of questions in respect of this section and made a number of suggestions regarding amended and additional targets they considered would be useful.

In response to questions, Officers outlined the additional grant funding which had been awarded following a successful bid, to assist in the recovery of the Trinity Arts Centre. Whilst the crematorium currently had no targets, it was performing as expected and in-line with its Business Plan. Fly-tipping had increased nationally, however the authority had undertaken a significant amount of work including action days and work focussing on prevention. Commercial waste in recent months appeared to be recovering well.

In respect of Markets it was suggested that a better measure may be the number of stalls

occupied, as opposed to the current number of traders. A target capturing users or footfall, Members felt was worthy of consideration in the future. Officers indicated that such matters would be further considered during the planned light touch review. Including the number of stalls occupied would be added to the report going forward. Officers undertook to investigate whether data was held in respect of the number of subscriptions resulting from visits to the Market Rasen Leisure Centre and would provide this to Members outside of the meeting.

In response to comments regarding the wider community role the Trinity Arts Centre could play in the future, Officers were pleased to confirm that a new measure was already being developed around the number of engagement activities hosted at the Centre. Monitoring of this would commence from the Spring. The wider community role of the Centre in the future was a shared aspiration.

Members had no questions in respect of the performance relating to the Planning and Regeneration portfolio, which was performing above target, or the Regulatory Services and Change Management portfolio. The work being undertaken in the Land Charges Service to improve performance, including granting Covid safe access to the Office for personal search companies was highlighted to Members. This service had seen a number of 'Covid side effects' combining to impact delivery.

The Chairman thanked the Senior Performance Officer for the report and also thanked members for the points raised during discussion of the paper.

Having been moved and seconded on being put to the vote it was: -

RESOLVED that having assessed the performance of the Council's services through the agreed performance measures, and having had regard to the remedial measures set out in the report, no areas required improvements, additional to those stated in the report, at this time.

Note: The above vote was conducted by the Vice-Chairman due to the Chairman having temporarily lost connection to the meeting. The Chairman did not therefore vote on the above item of business, but re-joined the meeting prior to the next item of business.

Councillor Young, who had advised the Chairman he would be late to the meeting, also joined the meeting at this point in proceedings.

33 PROPOSED FEES AND CHARGES 2021/22 PROSPEROUS COMMUNITIES

Members gave consideration to a report and multiple appendices which set out the proposed fees and charges for 2021/22 for services which sat within the remit of the Prosperous Communities Committee

It was noted that the Council had in place a corporate Fees, Charges and Concessions Policy which provided clear guidance on a number of areas, with particular focus on how fees and charges could assist in the achievement of Corporate Priorities, the Council's approach to cost recovery and income generation from fees and charges and eligibility for concessions.

Work had been undertaken to bring the fees and charges in line with this policy, through reviewing existing fees and charges and considering the introduction of new charges for Council services, to recover costs and control demand. Full details were contained in section 2 of the report with outcome summarised in Section 3, namely: -

Of the 610 fees and charges reviewed 41% were statutory and 59% were non-statutory.

Of the 252 statutory fees and charges set by Central Government 97% had experienced no change in the level of fees, with 3% seeing an increase in fees chargeable.

The increases in fees and charges for statutory services sat within Environmental Services for private water supply work.

Of the 358 non-statutory fees and charges, 49% had experienced no change and 51% had increased.

Of those 182 (51%) non-statutory fees and charges increased, this equated to an average of £9.72 in monetary terms (net of VAT).

The proposed fees and charges would apply from 1st April 2021, unless there were other preventing constraints, in which case the operative date would be as soon as practicable after 1st April.

The complete schedule of proposed fees and charges was set out at Appendix 1 of the report, each subsequent appendix providing detail and analysis of pricing and demand, and the proposed charges.

In response to Members' questions Officers confirmed why the 3% increase figure had been used and also that not significant increase in burial or crematorium fees was being proposed.

Referring to the fees related to Markets, it was suggested that market stalls provided a great opportunity for start-up business, and as such market stalls should be priced accordingly particularly given the current economic climate. There were also calls for markets wider than Gainsborough's to be supported across the District and a requirement for a more joined-up thinking approach to Markets and the wider benefits.

Assurance was offered that both matters would be addressed by future reports, currently included within the work plan. Rents were due to be reviewed in the early New Year. A wider review was underway and would include exploring the option of extending market provision across the District. A report was expected in the early Spring.

Members confirmed that they had no questions or concerns on the exempt appendices associated with this report.

Having been moved and seconded, on being put to the vote it was unanimously: -

RESOLVED that

(a) the proposed fees and charges for 2021/22 as set out within the report, **BE**

RECOMMENDED to Corporate Policy and Resources Committee for approval.

- (b) Fees and charges be kept under review throughout the year. If necessary changes identified during the financial year, be reported directly to the Corporate Policy and Resources Committee for their approval as appropriate.

34 ENVIRONMENTAL PROTECTION POLICY

Members gave consideration to a report which presented a newly developed Policy. The New Environmental Protection Policy provided a framework for the functions undertaken by the Environmental Protection work area. The development of the Policy was in response to the work area audit review carried out in 2019 in which substantial assurance was achieved.

The Policy covered the following functions and sat underneath the Corporate Enforcement Policy;

- Statutory Nuisance (Noise, Smoke, Odour, Accumulation of Waste)
- Smoke Control
- Air Quality
- Environmental Permitting
- Public Health Drainage
- Contaminated Land
- Prevention of Damage by Pests
- Private Water Supplies
- Sunday Trading

The Policy aimed to provide a clear framework in which to make decisions and to ensure that the Council's position was clear in relation to the matters covered within it.

If approved the Policy would to come into effect immediately, following any call- in period.

Debate ensued and given the nature of the Policy and its potential linkages with work being undertaken by the Council's Sustainability Working Group, a member of that Group suggested that this and any such Policy should be reviewed by that Group, as part of a Policy's development. There were also concerns that if the Policy was for external customers, its presentation and language could be more customer friendly in its design. The use of flow charts and diagrams to express timelines involved was a favoured approach, and something it was considered the Council should consider adopting more widely.

In response, whilst Officers initially indicated they were happy to receive comments from the mentioned Working Group, others Members expressed caution. The Working Group had a clear terms of reference, set by its parent committee. It was for the parent committee to decide whether any working Groups remit should be extended. Giving a working group the power to review all policies in their development stage was not something considered appropriate, with Policy being within the remit of this Committee to set. Regarding the style and wording of the document, given the Policy's regulatory nature, some of the language used was unavoidable. Assurance was given that the Policy would be supported by more

customer facing / friendly documents as suggested.

There was some debate regarding the wording of the Aims and Objectives within Section 2 of the Policy, in particular the use of the word “acceptable”. It was questioned whether this was appropriate or whether the Council should be striving for more, should there be an acceptable level?

In response Officers again re-iterated that this was a regulatory policy and many of the areas covered by the Policy, within law and regulation were dealt with within a framework which included an acceptance; a tolerance level, air quality being the cited example. Given this, the consensus was that the wording should remain unchanged.

Having been moved, seconded and on being put to the vote it was unanimously: -

RESOLVED that: -

- (a) the Environmental Protection Policy be approved; and
- (b) delegated authority be granted to the Chief Executive in consultation with Chair of the Prosperous Communities Committee to undertake any housekeeping amendments arising in the future.

35 S106 PRECEDENT WORDING AMENDMENT

West Lindsey have a standard precedent wording for S106 agreements which had previously been agreed by Members. This precedent was increasingly causing delays to the planning process due to the Mortgagee Exemption Clause being unacceptable to Registered Providers (RP.)

Members considered a report which sought to amend the exemption clause wording currently used, replacing it with the National Housing Federation Mortgagee Exemption Clause wording (as detailed in appendix 2 para 1).

In presenting the report Officers outlined the current approach, what had changed in recent years, giving rise to the current issues experienced, and finally, the risks to the Council in making the change or not, as outlined in Section 3 of the report.

Note: Councillor Mandy Snee made a declaration of interest, in that she was currently working with ACIS Housing through a secondment arrangement, as such she would not take part in the debate or vote.

Councillor John McNeill raised a point of order, seeking clarity on the nature of the Councillors interest and whether it did preclude her from taking part. The meeting was advised that whilst the Councillors interest did not meet the threshold for a disclosable pecuniary interest, mandating the Councillor to leave, it was an individual’s choice as to whether they chose to be part of the debate/ vote in such circumstances.

Following further clarity from the Councillor as to the nature of his question, Officers confirmed that there was an adopted to procedure to ensure that when a Councillor did have

a disclosable pecuniary interest, they could be legitimately removed from the meeting by the administrators for that item of business. The procedure had been in operation for the Planning Committee and had worked effectively.

On being moved, seconded and put to the vote it was unanimously: -

RESOLVED that the National Housing Federation Mortgagee Exemption Clause wording (as detailed in appendix 2 para. 1) be accepted as the standard S106 precedent wording, replacing the wording previously used.

Note: Having left the meeting during consideration of the above item of business, Councillor Mandy Snee returned, prior to consideration of the next item of business.

36 TOGETHER 24 PROGRAMME

Consideration was given to a report which sought to inform Members of the new, transformational programme, Together 24 (T24), a collaborative programme designed to ensure all Council services were able to move to the next level in service delivery.

With technology moving fast and customers' expectations changing; their experience through whichever channel they choose to access Council services should have the right look and feel, and be consistent. Furthermore it should enable learning for the Council to ensure it improves its service delivery.

This new programme had arisen following the recommendations of the Peer Review in early 2020. T24 had developed a clear Vision and a condensed number of SMART (Specific, Measurable, Achievable, Realistic and Time-bound) Objectives, detailed at Section 2.5 of the report

The Project would have its own Programme Board within the governance structure of the Council. The Programme would be implemented through a five step approach detailed in Section 4.4. of the report. Service reviews had been divided into 7 tranches. Those services included in tranche 1 were detailed at 4.5 of the report.

The programme aimed to have delivered the recommendations from technology-led service reviews in all front and back office service areas by December 2024. The resources and risks associated with the Project were also outlined to Members.

In response to some Members' comments that the report lacked detailed, assurance was offered that each objective had a detailed Action Plan behind it with specific targets. Ultimately, the project aimed to streamline all services, ensuring the best use of technology was made, provide instant feedback to customers and inform future service delivery. A number of examples as to how this change in approach could be deployed in the fly-tipping services, improving response times and providing instant feedback to customers, were cited.

It was suggested by Members that the Programme could bring with it some climate related benefits and this should have been expressed within the relevant section of the report template.

Having been moved and seconded, on being put to the vote it was unanimously: -

RESOLVED that:

- (a) the achievements of the Customer First Programme be acknowledged;
- (b) The Objectives of the Together 24 Programme, as set out below, be approved;
 - All Council services have been redesigned with approved recommendations implemented by December 2024
 - Customer requirements are identified and factored into service redesigns with focus on digital enablement by December 2024
 - Maintain and or improve levels of customer and officer satisfaction by December 2024
 - Ensure that officers have the right level of skills and behaviours and have the right tools to do their job by December 2024
 - Efficiencies totalling a minimum of £300k are realised by December 2024
- (c) progress related to the Together 24 (T24) programme be reported annually through the Members' Newsletter, with oversight of the Project being reported quarterly to the Chairs Briefing Meeting, as part of the wider project update report regularly received

37 WORKPLAN

Members gave consideration to the Committee Workplan.

With no questions raised and with no requirement for a vote, the Work Plan was **DULY NOTED.**

The meeting concluded at 8.22 pm.

Chairman

Prosperous Communities Matters Arising Schedule

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

Meeting	Prosperous Communities Committee				
Status	Title	Action Required	Comments	Due Date	Allocated To
Black	Questions relating to Wellbeing Lincs Annual Report	Extract from mins of mtg 14/7/20: - Councillor Young made reference to a number of questions he had submitted in advance of the meeting.....Officers advised the Committee that responses were being sought from the Partnership. Both the questions posed and responses received would be circulated to all Members of the Committee.	<p>Awaiting a response from Wellbeing Lincs with more up-to-date information from 2019/20 rather than 2018/19</p> <p>As at 14 Sept information still awaited, further chases have been issued, it is hoped a response will be received before cttee next sits. Further reminded has been issues and Officers have been in direct contact with the partnership regarding this request.</p> <p>Jan 5th Up to date information currently being collated by Wellbeing Lincs.</p> <p>The Manager of the Partnership is due to attend Committee at its March meeting . information requested will form part of that presentation</p>	17/03/21	Diane Krochmal
Black	p and d - additional information relating to Long Term Empty Property' performance as provided to CPR	Extract from mins of mtg 1/12/20 An additional piece of contextual information had been provided to the Corporate Policy and Resources Committee in respect of the 'Long Term Empty Property' performance. Officers undertook to share the same information with Committee Members.	<p>Please provide info as indicated at meeting</p> <p>Information provided to members by e-mail on 18/01/2021</p>	15/01/21	Ellen King

Black	T24 programme updates	extract from mins of mtg 1/12/20 progress related to the Together 24 (T24) programme be reported annually through the Members' Newsletter, with oversight of the Project being reported quarterly to the Chairs Briefing Meeting, as part of the wider project update report regularly received	relevant updates have been programmed into chairs briefing once a quarter from March 2021 onwards	15/01/20	Katie Storr
Green	enforcement Training for Parish Councils	Extract from mins 22/10/19 in the past Officers from within the enforcement team had provided training to local residents in order that they could be certified to issue fixed penalties. The number of tickets issued by such persons however was very limited because although they had received training catching the culprit in the act still remained a challenge. This was something Officers were prepared to take away and see if further training could be offered as it had been previously and if there was desire and need in the community	this is something the council have offered previously and can continue to offer should Parish Wardens wish to issue FPNs for matters such as dog fouling or litter. Any individual has to be authorised and receive specific training. Information on this provision can be outlined within the Parish Charter. Currently on hold due to COVID -19 rules - virtual training not appropriate . target deadline extended as no change in rules	01/08/21	Grant White
Green	information pack for parish councils re reporting issues	Extract from mins of mtg 22/10/19 Officers undertook to prepare a guidance and information pack for Parish Councils covering some of the top issues affecting a number of parishes, explaining how to report certain issues and the options available to them. This was welcomed.	At previous Committee Meetings the Parish Charter document has now been approved and a new Parish Council Support webpage has been created as part of this. This page lists details of schemes open to parish/town councils and links to reporting things to the District Council. The page is now live at: www.west-lindsey.gov.uk/parishsupport. Lead Members have sought confirmation that this page has been promoted with the parishes,. Limited promotion undertaken due to COVID 19 impact on the nature of this work and activities within the charter	01/08/21	Grant White

Green	parish charter publicity and promotion and yearly impact review	<p>approval to commence the publicity and promotion of the charter as per section 4 of the parish charter report.</p> <p>Also need to put in yearly review report as per section of the report</p>	<p>Publicity and Promotion of the Charter has had to be adapted due to COVID 19 . the adopted Parish Charter is now live on our website. It is available on its own webpage: www.west-lindsey.gov.uk/parishcharter</p> <p>A page has also been created for Parish Forum events: www.west-lindsey.gov.uk/parishforum At the minute this page states we have no current planned events due to Covid-19 but that we are looking at a virtual event.</p> <p>GW Will liaise with Comms Teams and send out comms about this to Parish/Town Councils when we can also promote the virtual event so it's all linked up.</p> <p>Target date extended due to continuing covid restrictions</p>	01/08/21	Grant White
Green	CCTV Case studies for Members Newsletter	<p>extract from mins of mtg 14/7/2020</p> <p>Members felt it imperative that there was better reporting of outcomes directly resulting from CCTV intervention or information in order to improve public confidence. Officers undertook to publish some case studies in a future edition of the Members Bulletin</p>	<p>New comms and promotional material showing the use and impact of CCTV is planned to take place beginning January/February 2021. This timing coincides with comms on CCTV as part of the Safer Streets funded project to upgrade and expand CCTV in Gainsborough. In the meantime social media posts will be used to promote routine duties performed by CCTV where possible especially in the run up to Christmas and New Year.</p>	28/02/21	Grant White
Green	P and D Extra Info - Cost of b and b accommodation to the Council	<p>extract from mins of mtg held on 1/12/20: -</p> <p>A Member enquired the cost to the Council of using bed and breakfast accommodation and in the absence of the data being to hand Officers undertook to provide the information outside of the meeting.</p>	<p>please can this data be provided to all Cttee Members as indicated at the meeting.</p> <p>Information has been requested from the team</p>	01/02/21	Ellen King

Green	<p>p and d - additional data - Market Rasen LC Subscriptions</p>	<p>extract from mins of mtg 1/12/20 Officers undertook to investigate whether data was held in respect of the number of subscriptions resulting from visits to the Market Rasen Leisure Centre and would provide this to Members outside of the meeting.</p>	<p>please provide information as indicated.</p> <p>Data has been requested from the Centre and will be passed to Members as soon as it is received</p>	01/02/21	Ellen King
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Agenda Item 6a



Prosperous Communities

Tuesday, 26 January 2021

Subject: Prosperous Communities Committee Budget 2021/22

Report by:

Assistant Director, Finance, Business and
Property Services

Contact Officer:

Sue Leversedge
Business Support Team Leader

sue.leversedge@west-lindsey.gov.uk

Purpose / Summary:

The report sets out details of the Committee's
draft revenue budget for the period of 2021/22,
and estimates to 2025/26.

RECOMMENDATION(S):

That Members recommend the Prosperous Communities Budget 2021/22 and revenue estimates to 2025/26 to Corporate Policy and Resources Committee for the purpose of budget setting 2021/22 and for inclusion in the Medium Term Financial Plan 2021/22 to 2025/26.

IMPLICATIONS

Legal:

The Council has a responsibility to set a balanced and legitimate budget and Council Tax requirement in compliance with statutory deadlines.

Local Authorities (Standing Orders) (England) (Amendment) Regs 2014 (SI 165) requires that once the budget is approved the minutes of the proceedings must record the names of the persons who cast a vote for the decision, against the decision or abstained.

Financial : FIN/112/21/SL

The 2021/22 base budgets and variance to the 2020/21 base budget are explained in the body of this report.

After taking a robust approach to the estimations within the budget for this Committee the total cost of services for 2021/22 will be £4.603m (£4.708m 2020/21).

This has resulted in base budget increases of £0.111m, and additional income of £0.217m, resulting in a net movement of £0.109m.

Included within the movement of £0.109m is £0.05m relating to Secondary Employer Pension Contribution payments (Pension Deficit contribution).

In addition, there are £0.144m of budgets relating to Earmarked Reserves to support one off project resources in 2021/22 (£0.409m in 2020/21). This is a movement of £0.265m from 2020/21 to 2021/22.

Services within this Committee have also contributed to Earmarked Reserves £0.085m in 2021/22 for asset replacement programmes (£0.085m in 2020/21). There is no movement from 2020/21 to 2021/22.

Excluding pension deficit and earmarked reserves, there is an increase of £0.13m on the base budgets for this committee, further details of which are contained within the report at section 2.

Staffing: Salary budgets reflect the approved organisational establishment for this Committee. Rates applied include the 2.75% pay award agreed for 2020/21, with a 0% increase for 2021/22 as per the Spending Review Announcement in November 2020. An estimated increase of 2% pa has been applied from 2022/23 onwards.

Equality and Diversity including Human Rights :

The Equality Act 2010 places a responsibility on Councils to assess their budget options before taking decisions on areas that could result in discrimination. Where appropriate assessments have been undertaken by the relevant service area.

Data Protection Implications: None arising as a result of this report.

Climate Related Risks and Opportunities: The Council intends to create an Earmarked Reserve within its overall 2021/22 budget to support investment in environmental and carbon reduction initiatives and the mitigation of climate change financial risk.

Section 17 Crime and Disorder Considerations :

Some fees and charges are set to discourage anti-social behaviour i.e. the bulky waste service and impact on fly tipping.

CCTV service charges are set to encourage take up of the service to increase public safety in the district and reduce anti-social behaviour.

Fixed Penalty Notices are fees set by the Government to enable Local Authorities to take action against anti-social behaviour.

Health Implications: None arising as a result of this report.

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

Risk Assessment : The 2021/22 Budget Risk Assessment will be presented to the Corporate Policy and Resources Committee

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

X

Key Decision:

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

Yes

No

Introduction

1.1 This report sets out the Prosperous Communities Committee base budget position for 2021/22 and estimates for 2022/23 – 2025/26, incorporating the medium term financial planning principals;

- To focus on achieving outcomes
- to drive a robust and sustainable financial position
- to support growth and service delivery, utilising the Council's resources
- to ensure financial decision making is based on robust, risk assessed business cases that clearly match our

The Committee are asked to consider the content of this report and recommend the 2021/22 budget and revenue estimates to 2025/26 to Corporate Policy and Resources Committee for the purpose of budget setting 2021/22 and for inclusion in the Medium Term Financial Plan 2021/22 to 2025/26.

1.2 The process for the preparation of this budget has included the following;

- Meetings with Budget Managers to ensure resources align to the delivery of Corporate Priorities and to review budgets, identifying ongoing pressures/savings and horizon scanning for future issues, including political, economic or legislative implications.
- Business Planning reviews have been undertaken to identify further income generation opportunities and budget reduction proposals, which can be delivered to ensure a sustainable budget.
- A robust Fees and Charges review, which resulted in an increase in income budgets of £24.3k for services within this Committee. Full Details of proposed fees and charges were presented to Prosperous Communities Committee on the 1st December 2020.
- Regular updates have been provided to the Management Team who have also reviewed, challenged and proposed inclusion of the pressures and savings incorporated into this budget which have not already been approved by the Corporate Policy and Resources Committee. These are in addition to the assumptions included within the budget i.e. pay award levels, inflation on utilities, Business Rates (NNDR) growth etc.
- Regular meetings have been held with the Chairs and Vice Chairs of Committees to ensure they are fully engaged in the process.
- Inclusion of the revenue implications of the DRAFT Capital Programme 2021/22 – 2025/26.

- Consultation with Parish Councils, residents and business ratepayers has been undertaken.
 - The review of Earmarked Reserves and approved additional resources being funded from these reserves and/or external grant income.
 - Consideration of other Strategies i.e. Car Parking Strategy, Housing Strategy etc.
- 1.3 This Budget Preparation process has achieved a High Assurance rating from our Internal Auditors in September 2018.
- 1.4 Where additional expenditure and unavoidable costs have been identified, Business Units try to accommodate these extra costs by working more efficiently, generating extra income or reducing base budgets in non-priority areas. These items of additional expenditure and unavoidable costs, together with budget reductions are described below and have been built in to the base budgets.
- 1.5 The budgets are based on prudent pre-Covid activity, to enable any future impacts of the pandemic to be monitored against our base budgets and reported to Government, as we do in the current financial year.
- 1.6 The Prosperous Communities base budgets have been developed from the forecast budgets presented to Council in March 2020.
- Service budgets have been aligned to the strategic focus for each of the Clusters outlined within the Corporate Plan 2019-2023, namely Our People, Our Place and Our Council.
- To aid comparison capital charges and central support recharges have been omitted to present only revenue related controllable costs.
- 1.7 The Income and Expenditure Budget of the Committee is shown at Appendix 1.
- 1.8 The overall net Budget per Cluster (Our People, Our Place and Our Council) is attached at Appendix 2.
- 1.9 The Business Units income and expenditure budgets are included at Appendix 3.
- 1.10 The budget consultation report is attached at Appendix 4 for information.
- 1.11 No allowance has been made for price increases within general budgets for 2021/22 other than contractual obligations. Pay budgets for 2021/22 have been frozen at 2020/21 rates, following the Government Spending Review announcement on the 25th November 2020, and employer's superannuation increased in line with that provided by the Actuary.

- 1.12 Secondary Pension Contribution – the Lincolnshire Pension Fund’s Actuary (Hymans Robertson LLP) carries out a tri-annual review of the pension scheme to establish the overall deficit and minimum employer contributions required by the Fund.

The results of the latest review were issued November 2019 and provided employer contribution rates for the years 2020/21 to 2022/23.

The Primary Pension Contribution is a percentage of pay (17.2% 2020/21 to 2022/23). The Secondary Pension Contribution (Pension Deficit Contribution) is a set annual amount, paid as a lump sum monthly to the Pension Fund.

The overall movement in the Secondary Pension Contribution is;

	Year	£m payable	£m increase
	2019/20	0.863	
Actuarial Review Nov 19	2020/21	0.940	0.077
	2021/22	1.028	0.088
	2022/23	1.119	0.091

£0.598m (58.1%) of the 2021/22 amount payable is attributable to services within Prosperous Communities committee, allocated to services on the basis FTE.

2. Significant Variations

When compared to the 2020/21 base budget, the 2021/22 proposed budget shows an increase of £108.7k, excluding use of Earmarked Reserves and Pension Contribution payments. The major variances to the 2020/21 base budget are detailed below;

- 2.1 **Green Waste Charging** – Additional income of £63k has been built into the MTFP from 2021/22 based on current subscriptions to the service. Maintaining the current charge of £35 per annum was approved by this Committee as part of the review of fees and charges 10th December 2020.
- 2.2 **Leisure Management Contract** – the leisure management fee has reduced by £15.8k in line with the final contract.
- 2.3 **Development Management** – planning fee income has been re-profiled to reflect the Local Plan cycle, with a reduction in budgeted income for 2021/22 of £49.5k.
- 2.5 **Trade Waste Service** – income has been decreased by £22.5k for 2021/22 to reflect the end of a 2-year contract secured during 2019/20, for the period 2019/20 to 2020/21.

- 2.6 **Community Licences** – income has been increased by £19.3k to reflect cyclical increases in demand on licence fee income.
- 2.7 **Waste Management** – fuel expenditure has been increased by £14.7k to reflect current consumption and pricing.
- 2.8 **Building Control** – income has been increased by £16.3k to reflect anticipated demand, and future opportunities for income generation.
- 2.9 **Industrial Estates** – rental income budgets have been increased by £9.9k based on forecast occupation of the units.
- 2.10 Approved changes to the establishment during the year have resulted in a net increase in budget of £139k.
- 2.11 Remaining decrease in expenditure budgets of £24.3k consists of several small budgetary increases across services.
- 2.12 Other significant variances within individual Business Units are the result of budget movements within the Committee, and do not impact on the budget movement for the Committee overall.

3. **Fees and Charges**

The Corporate Policy and Resources Committee held on 10th December 2020 considered the Fees and Charges recommended by this Committee.

4. **Budget Consultation**

Due to restrictions around avoiding public gatherings due to the Covid-19 pandemic, face to face events were not held this year. Instead, an online video, online and paper surveys and written submissions were put in place,

The objectives of the engagement were to:

- Raise awareness of the financial challenges
- Raise awareness of the diversity of services the Council provides
- Identify what areas of the Corporate Plan and the Business Plan should be prioritised.

The budget consultation report is attached at Appendix 4 for information.

5. Recommendations

That Members recommend the draft Prosperous Communities budget 2021/22 and revenue estimates to 2025/26 to Corporate Policy and Resources Committee for the inclusion in the Medium Term Financial Plan 2021/22 – 2025/26.

APPENDIX 1

Prosperous Communities Income and Expenditure Budgets (Excluding Capital Charges and Recharges)

Prosperous Communities	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(4,578,700)	(4,699,100)	(4,814,600)	(4,408,400)	(4,412,800)	(4,416,000)
Government Grants	(85,900)	(213,400)	(211,800)	(215,500)	(219,800)	(208,400)
Other Grants and Contributions	(303,600)	(272,700)	(272,300)	(297,300)	(297,300)	(297,300)
Total Income	(4,968,200)	(5,185,200)	(5,298,700)	(4,921,200)	(4,929,900)	(4,921,700)
Expenditure						
Employees	6,515,100	6,701,300	6,763,900	6,563,500	6,751,500	6,943,200
Premises	481,800	538,500	554,900	550,700	558,600	558,900
Supplies and Services	882,400	926,900	859,500	841,900	863,000	843,200
Third Party Payments	770,300	550,500	586,200	602,900	610,200	591,700
Transfer Payments	157,400	163,400	163,400	74,600	74,600	74,600
Transport	869,300	907,100	913,700	866,200	866,200	866,200
Total Expenditure	9,676,300	9,787,700	9,841,600	9,499,800	9,724,100	9,877,800
Net Total	4,708,100	4,602,500	4,542,900	4,578,600	4,794,200	4,956,100

APPENDIX 2

Prosperous Communities Base Budget – Cluster Analysis (Excluding Capital Charges and Recharges)

Cluster and Business Unit	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Our People	1,390,200	1,307,700	1,257,800	1,251,800	1,305,300	1,316,900
Community Action	327,300	287,800	276,200	290,600	298,900	306,800
General Grants etc	292,700	312,100	283,200	183,200	183,200	183,200
Health & Wellbeing	(218,300)	(209,400)	(208,800)	(233,800)	(233,500)	(233,400)
Homelessness & Housing Advice	490,500	426,500	406,400	402,100	411,500	421,400
Housing Strategy	168,900	228,800	237,700	249,100	277,900	264,400
Parish Lighting	49,700	51,200	51,800	52,400	53,000	53,700
Parks & Open Spaces	66,400	71,200	72,500	72,500	72,500	72,500
Private Sector Housing Renewal	156,300	71,500	73,300	75,400	76,700	78,100
Trinity Arts Centre	144,800	147,100	154,900	160,300	165,100	170,200
Wellbeing	(88,100)	(79,100)	(89,400)	0	0	0
Our Place	3,637,300	3,687,900	3,733,600	3,804,600	3,948,300	4,078,900
Building Control	97,800	61,900	70,800	82,600	92,300	100,900
Car Parks	(113,500)	(131,100)	(149,100)	(147,300)	(145,600)	(143,500)
Cemeteries and Churchyards	93,400	93,100	95,600	95,800	100,000	96,300
Community Safety	154,500	184,400	166,100	164,400	168,100	172,800
Culture & Heritage	7,200	7,000	7,000	7,000	7,000	7,000
Development Management	124,500	180,100	161,900	149,100	188,000	227,800
Economic Development	354,900	269,000	279,000	286,100	292,800	300,000
Environmental Initiatives	60,700	60,900	61,000	61,100	61,200	61,300
Food Safety	213,100	221,400	229,300	236,800	242,900	249,000
Industrial Estates	(10,600)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)
Licences - Community	30,500	(10,700)	(4,100)	(3,600)	(2,100)	(400)
Neighbourhood Planning & Local Plans	47,300	47,600	48,600	49,900	50,900	52,000
Other Council Properties - Housing	(18,300)	(21,100)	(21,100)	(21,100)	(21,100)	(21,100)
Pest and Dog Control	24,500	25,500	25,600	25,600	25,800	25,800
Planning Policy - Forward Planning	97,200	99,200	101,000	104,200	106,900	109,700
Pollution Control	157,300	151,200	155,100	159,900	169,100	168,500
Property Services-Town Centre Management	2,800	2,800	2,800	2,800	2,800	2,800
Strategic Manager-Services	37,300	94,800	98,500	101,700	104,200	106,900
Street Cleansing	614,500	617,600	631,900	649,600	664,900	680,700
Street Naming and Numbering	0	27,100	27,800	28,500	29,200	29,800
Visitor Economy	27,300	50,700	52,300	54,400	55,500	56,800
Waste Management	1,634,900	1,677,200	1,714,300	1,737,800	1,776,200	1,816,500
Our Council	(319,400)	(371,400)	(426,400)	(455,000)	(436,200)	(416,500)
Commercial Waste Services	(327,600)	(397,000)	(386,000)	(381,600)	(372,700)	(362,800)
Crematorium	(142,000)	(146,900)	(178,700)	(217,300)	(211,600)	(206,300)
Health and Safety	65,100	71,200	72,800	74,900	76,700	78,500
Land Charges	9,300	15,700	16,900	18,700	19,900	21,000
Other Council Properties	(500)	200	100	0	0	0
Town Centre Markets	76,300	85,400	48,500	50,300	51,500	53,100
Grand Total	4,708,100	4,624,200	4,565,000	4,601,400	4,817,400	4,979,300

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

Building Control	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(223,100)	(239,400)	(239,400)	(239,400)	(239,400)	(239,400)
Total Income	(223,100)	(239,400)	(239,400)	(239,400)	(239,400)	(239,400)
Expenditure						
Employees	274,600	254,200	263,100	274,900	284,600	293,200
Premises	15,000	15,000	15,000	15,000	15,000	15,000
Supplies and Services	14,800	15,500	15,500	15,500	15,500	15,500
Transport	16,500	16,600	16,600	16,600	16,600	16,600
Total Expenditure	320,900	301,300	310,200	322,000	331,700	340,300
Net Total	97,800	61,900	70,800	82,600	92,300	100,900

Car Parks	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(294,900)	(302,100)	(302,100)	(302,100)	(302,100)	(302,100)
Total Income	(294,900)	(302,100)	(302,100)	(302,100)	(302,100)	(302,100)
Expenditure						
Employees	66,800	45,300	26,400	27,400	28,300	29,400
Premises	56,900	60,700	61,600	62,400	63,200	64,200
Supplies and Services	6,100	5,800	5,800	5,800	5,800	5,800
Third Party Payments	50,400	58,400	58,400	58,400	58,400	58,400
Transport	1,200	800	800	800	800	800
Total Expenditure	181,400	171,000	153,000	154,800	156,500	158,600
Net Total	(113,500)	(131,100)	(149,100)	(147,300)	(145,600)	(143,500)

Cemeteries and Churchyards	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(5,900)	(6,800)	(6,900)	(7,000)	(7,100)	(7,200)
Total Income	(5,900)	(6,800)	(6,900)	(7,000)	(7,100)	(7,200)
Expenditure						
Employees	14,300	9,200	9,500	9,800	10,100	10,500
Premises	84,600	90,300	92,600	92,600	96,600	92,600
Supplies and Services	400	400	400	400	400	400
Total Expenditure	99,300	99,900	102,500	102,800	107,100	103,500
Net Total	93,400	93,100	95,600	95,800	100,000	96,300

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Commercial Waste Services</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(1,379,300)	(1,421,700)	(1,428,000)	(1,439,100)	(1,449,600)	(1,460,300)
Total Income	(1,379,300)	(1,421,700)	(1,428,000)	(1,439,100)	(1,449,600)	(1,460,300)
Expenditure						
Employees	613,800	579,000	592,300	615,300	634,000	653,800
Supplies and Services	197,500	209,500	209,500	209,400	209,400	209,400
Third Party Payments	1,000	0	0	0	0	0
Transport	239,400	240,200	243,500	235,400	235,400	235,400
Total Expenditure	1,051,700	1,028,700	1,045,300	1,060,100	1,078,800	1,098,600
Net Total	(327,600)	(393,000)	(382,700)	(379,000)	(370,800)	(361,700)

<i>Community Action</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(15,300)	(20,100)	(20,200)	0	0	0
Total Income	(15,300)	(20,100)	(20,200)	0	0	0
Expenditure						
Employees	253,700	289,300	282,700	282,100	290,400	298,300
Supplies and Services	3,700	3,000	3,000	3,000	3,000	3,000
Third Party Payments	79,700	10,100	5,200	0	0	0
Transport	5,500	5,500	5,500	5,500	5,500	5,500
Total Expenditure	342,600	307,900	296,400	290,600	298,900	306,800
Net Total	327,300	287,800	276,200	290,600	298,900	306,800

<i>Community Safety</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(49,400)	(47,800)	(48,900)	(50,200)	(51,200)	(51,800)
Total Income	(49,400)	(47,800)	(48,900)	(50,200)	(51,200)	(51,800)
Expenditure						
Employees	170,300	200,600	183,400	183,000	187,700	193,000
Premises	200	200	200	200	200	200
Supplies and Services	28,000	24,400	24,400	24,400	24,400	24,400
Third Party Payments	400	0	0	0	0	0
Transfer Payments	1,500	5,000	5,000	5,000	5,000	5,000
Transport	3,500	2,000	2,000	2,000	2,000	2,000
Total Expenditure	203,900	232,200	215,000	214,600	219,300	224,600
Net Total	154,500	184,400	166,100	164,400	168,100	172,800

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Crematorium</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(467,900)	(508,000)	(554,700)	(598,700)	(600,000)	(600,400)
Total Income	(467,900)	(508,000)	(554,700)	(598,700)	(600,000)	(600,400)
Expenditure						
Employees	122,600	123,200	127,100	132,100	136,400	140,200
Premises	119,800	157,600	164,600	168,700	170,400	172,200
Supplies and Services	77,100	78,000	82,000	78,300	79,300	79,400
Third Party Payments	4,100	0	0	0	0	0
Transport	2,300	2,300	2,300	2,300	2,300	2,300
Total Expenditure	325,900	361,100	376,000	381,400	388,400	394,100
Net Total	(142,000)	(146,900)	(178,700)	(217,300)	(211,600)	(206,300)

<i>Culture & Heritage</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(6,600)	0	0	0	0	0
Total Income	(6,600)	0	0	0	0	0
Expenditure						
Employees	6,800	0	0	0	0	0
Transfer Payments	7,000	7,000	7,000	7,000	7,000	7,000
Total Expenditure	13,800	7,000	7,000	7,000	7,000	7,000
Net Total	7,200	7,000	7,000	7,000	7,000	7,000

<i>Development Management</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(1,011,800)	(967,900)	(1,014,300)	(1,060,700)	(1,047,100)	(1,033,500)
Government Grants	(17,700)	(100)	0	0	0	0
Other Grants and Contributions	(11,800)	(12,000)	(12,200)	(12,200)	(12,200)	(12,200)
Total Income	(1,041,300)	(980,000)	(1,026,500)	(1,072,900)	(1,059,300)	(1,045,700)
Expenditure						
Employees	921,000	921,400	949,700	980,700	1,006,000	1,032,300
Premises	4,000	4,000	4,000	4,000	4,000	4,000
Supplies and Services	65,700	59,800	59,800	59,700	59,700	59,700
Third Party Payments	156,500	153,600	153,600	156,300	156,300	156,300
Transfer Payments	300	300	300	300	300	300
Transport	18,300	18,300	18,300	18,300	18,300	18,300
Total Expenditure	1,165,800	1,157,400	1,185,700	1,219,300	1,244,600	1,270,900
Net Total	124,500	177,400	159,200	146,400	185,300	225,200

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Economic Development</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Government Grants	(65,000)	(108,300)	(106,800)	(110,500)	(114,800)	(103,400)
Total Income	(65,000)	(108,300)	(106,800)	(110,500)	(114,800)	(103,400)
Expenditure						
Employees	394,400	339,500	348,100	359,000	367,700	377,000
Supplies and Services	1,100	700	700	600	600	600
Third Party Payments	7,000	19,300	19,200	19,200	21,500	8,000
Transfer Payments	11,900	11,900	11,900	11,900	11,900	11,900
Transport	5,500	5,900	5,900	5,900	5,900	5,900
Total Expenditure	419,900	377,300	385,800	396,600	407,600	403,400
Net Total	354,900	269,000	279,000	286,100	292,800	300,000

<i>Environmental Initiatives</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Supplies and Services	5,800	6,000	6,100	6,200	6,300	6,400
Third Party Payments	37,000	37,000	37,000	37,000	37,000	37,000
Transfer Payments	17,900	17,900	17,900	17,900	17,900	17,900
Total Expenditure	60,700	60,900	61,000	61,100	61,200	61,300
Net Total	60,700	60,900	61,000	61,100	61,200	61,300

<i>Food Safety</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(6,700)	(6,800)	(6,900)	(7,000)	(7,100)	(7,200)
Total Income	(6,700)	(6,800)	(6,900)	(7,000)	(7,100)	(7,200)
Expenditure						
Employees	209,000	217,700	225,700	233,300	239,500	245,700
Supplies and Services	1,700	1,400	1,400	1,400	1,400	1,400
Transport	9,100	9,100	9,100	9,100	9,100	9,100
Total Expenditure	219,800	228,200	236,200	243,800	250,000	256,200
Net Total	213,100	221,400	229,300	236,800	242,900	249,000

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>General Grants etc</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Supplies and Services	79,700	104,100	75,200	64,000	64,000	64,000
Third Party Payments	124,200	119,200	119,200	119,200	119,200	119,200
Transfer Payments	88,800	88,800	88,800	0	0	0
Total Expenditure	292,700	312,100	283,200	183,200	183,200	183,200
Net Total	292,700	312,100	283,200	183,200	183,200	183,200

<i>Health and Safety</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Employees	64,000	70,200	71,800	73,900	75,700	77,500
Supplies and Services	300	300	300	300	300	300
Transport	800	800	800	800	800	800
Total Expenditure	65,100	71,300	72,900	75,000	76,800	78,600
Net Total	65,100	71,300	72,900	75,000	76,800	78,600

<i>Health & Wellbeing</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Other Grants and Contributions	(272,200)	(256,400)	(256,400)	(281,400)	(281,400)	(281,400)
Total Income	(272,200)	(256,400)	(256,400)	(281,400)	(281,400)	(281,400)
Expenditure						
Employees	14,300	4,600	4,800	4,800	5,100	5,200
Premises	28,300	24,000	24,400	24,400	24,400	24,400
Supplies and Services	400	6,000	6,000	6,000	6,000	6,000
Third Party Payments	10,500	12,000	12,000	12,000	12,000	12,000
Transport	400	400	400	400	400	400
Total Expenditure	53,900	47,000	47,600	47,600	47,900	48,000
Net Total	(218,300)	(209,400)	(208,800)	(233,800)	(233,500)	(233,400)

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Homelessness & Housing Advice</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(15,400)	(15,400)	(15,400)	(15,400)	(15,400)	(15,400)
Total Income	(15,400)	(15,400)	(15,400)	(15,400)	(15,400)	(15,400)
Expenditure						
Employees	296,200	374,500	354,400	350,100	359,500	369,400
Supplies and Services	14,600	14,100	14,100	14,100	14,100	14,100
Third Party Payments	190,400	48,600	48,600	48,600	48,600	48,600
Transport	4,700	4,700	4,700	4,700	4,700	4,700
Total Expenditure	505,900	441,900	421,800	417,500	426,900	436,800
Net Total	490,500	426,500	406,400	402,100	411,500	421,400

<i>Housing Strategy</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(36,400)	(44,000)	(44,800)	(45,600)	(46,600)	(47,600)
Total Income	(36,400)	(44,000)	(44,800)	(45,600)	(46,600)	(47,600)
Expenditure						
Employees	191,900	238,300	247,600	259,100	268,500	276,000
Supplies and Services	4,700	5,500	5,500	5,500	25,500	5,500
Third Party Payments	4,800	4,000	4,000	4,000	4,000	4,000
Transport	3,900	3,300	3,300	3,300	3,300	3,300
Total Expenditure	205,300	251,100	260,400	271,900	301,300	288,800
Net Total	168,900	207,100	215,600	226,300	254,700	241,200

<i>Industrial Estates</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(19,300)	(29,200)	(29,200)	(29,200)	(29,200)	(29,200)
Total Income	(19,300)	(29,200)	(29,200)	(29,200)	(29,200)	(29,200)
Expenditure						
Premises	7,900	8,500	8,500	8,500	8,500	8,500
Third Party Payments	800	0	0	0	0	0
Total Expenditure	8,700	8,500	8,500	8,500	8,500	8,500
Net Total	(10,600)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Land Charges</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(135,700)	(116,800)	(119,100)	(121,500)	(123,900)	(126,300)
Total Income	(135,700)	(116,800)	(119,100)	(121,500)	(123,900)	(126,300)
Expenditure						
Employees	113,500	112,600	116,100	120,300	123,900	127,400
Supplies and Services	3,600	3,600	3,600	3,600	3,600	3,600
Third Party Payments	27,600	16,000	16,000	16,000	16,000	16,000
Transport	300	300	300	300	300	300
Total Expenditure	145,000	132,500	136,000	140,200	143,800	147,300
Net Total	9,300	15,700	16,900	18,700	19,900	21,000

<i>Licences - Community</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(115,300)	(129,700)	(132,100)	(134,800)	(136,000)	(137,200)
Other Grants and Contributions	(300)	(3,800)	(3,200)	(3,200)	(3,200)	(3,200)
Total Income	(115,600)	(133,500)	(135,300)	(138,000)	(139,200)	(140,400)
Expenditure						
Employees	116,000	89,800	92,800	96,000	98,700	101,600
Supplies and Services	23,800	21,300	26,700	26,700	26,700	26,700
Third Party Payments	3,300	5,000	5,000	5,000	5,000	5,000
Transport	3,000	2,800	2,800	2,800	2,800	2,800
Total Expenditure	146,100	118,900	127,300	130,500	133,200	136,100
Net Total	30,500	(14,600)	(8,000)	(7,500)	(6,000)	(4,300)

<i>Neighbourhood Planning & Local Plans</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Employees	47,200	47,500	48,500	49,800	50,800	51,900
Supplies and Services	100	100	100	100	100	100
Total Expenditure	47,300	47,600	48,600	49,900	50,900	52,000
Net Total	47,300	47,600	48,600	49,900	50,900	52,000

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Other Council Properties</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(4,600)	(3,700)	(3,800)	(3,900)	(3,900)	(3,900)
Total Income	(4,600)	(3,700)	(3,800)	(3,900)	(3,900)	(3,900)
Expenditure						
Premises	4,100	3,900	3,900	3,900	3,900	3,900
Total Expenditure	4,100	3,900	3,900	3,900	3,900	3,900
Net Total	(500)	200	100	0	0	0

<i>Other Council Properties - Housing</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(56,600)	(59,100)	(59,100)	(59,100)	(59,100)	(59,100)
Total Income	(56,600)	(59,100)	(59,100)	(59,100)	(59,100)	(59,100)
Expenditure						
Premises	13,000	12,700	12,700	12,700	12,700	12,700
Supplies and Services	25,300	25,300	25,300	25,300	25,300	25,300
Total Expenditure	38,300	38,000	38,000	38,000	38,000	38,000
Net Total	(18,300)	(21,100)	(21,100)	(21,100)	(21,100)	(21,100)

<i>Parish Lighting</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Premises	29,500	31,000	31,600	32,200	32,800	33,500
Transfer Payments	20,200	20,200	20,200	20,200	20,200	20,200
Total Expenditure	49,700	51,200	51,800	52,400	53,000	53,700
Net Total	49,700	51,200	51,800	52,400	53,000	53,700

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Parks & Open Spaces</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(9,500)	(10,300)	(10,500)	0	0	0
Total Income	(9,500)	(10,300)	(10,500)	0	0	0
Expenditure						
Premises	59,800	67,400	68,900	58,400	58,400	58,400
Supplies and Services	16,100	14,100	14,100	14,100	14,100	14,100
Total Expenditure	75,900	81,500	83,000	72,500	72,500	72,500
Net Total	66,400	71,200	72,500	72,500	72,500	72,500

<i>Pest and Dog Control</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Total Income	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Expenditure						
Employees	1,600	2,500	2,600	2,600	2,800	2,800
Supplies and Services	23,900	24,000	24,000	24,000	24,000	24,000
Total Expenditure	25,500	26,500	26,600	26,600	26,800	26,800
Net Total	24,500	25,500	25,600	25,600	25,800	25,800

<i>Planning Policy - Forward Planning</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Employees	93,300	95,300	97,100	100,300	103,000	105,800
Supplies and Services	800	800	800	800	800	800
Transport	3,100	3,100	3,100	3,100	3,100	3,100
Total Expenditure	97,200	99,200	101,000	104,200	106,900	109,700
Net Total	97,200	99,200	101,000	104,200	106,900	109,700

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Pollution Control</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(6,700)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
Other Grants and Contributions	(500)	(500)	(500)	(500)	(500)	(500)
Total Income	(7,200)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
Expenditure						
Employees	145,200	144,500	148,400	153,200	157,400	161,800
Premises	500	500	500	500	500	500
Supplies and Services	3,200	3,500	3,500	3,500	3,500	3,500
Third Party Payments	9,400	4,500	4,500	4,500	9,500	4,500
Transport	6,200	6,200	6,200	6,200	6,200	6,200
Total Expenditure	164,500	159,200	163,100	167,900	177,100	176,500
Net Total	157,300	151,200	155,100	159,900	169,100	168,500

<i>Private Sector Housing Renewal</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Government Grants	(3,200)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)
Total Income	(3,200)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)
Expenditure						
Employees	99,400	110,100	71,200	54,100	55,400	56,800
Supplies and Services	1,400	1,900	1,900	1,900	1,900	1,900
Third Party Payments	56,300	62,100	102,800	122,000	122,000	122,000
Transport	2,400	2,400	2,400	2,400	2,400	2,400
Total Expenditure	159,500	176,500	178,300	180,400	181,700	183,100
Net Total	156,300	71,500	73,300	75,400	76,700	78,100

<i>Property Services-Town Centre Managements</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Premises	2,800	2,800	2,800	2,800	2,800	2,800
Total Expenditure	2,800	2,800	2,800	2,800	2,800	2,800
Net Total	2,800	2,800	2,800	2,800	2,800	2,800

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Strategic Manager-Services</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	0	(1,300)	(1,300)	(1,300)	(1,300)	(1,300)
Total Income	0	(1,300)	(1,300)	(1,300)	(1,300)	(1,300)
Expenditure						
Employees	36,200	95,800	99,500	102,700	105,200	107,900
Transport	1,100	300	300	300	300	300
Total Expenditure	37,300	96,100	99,800	103,000	105,500	108,200
Net Total	37,300	94,800	98,500	101,700	104,200	106,900

<i>Street Cleansing</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(31,900)	(53,300)	(53,900)	(46,900)	(47,500)	(48,100)
Other Grants and Contributions	(18,800)	0	0	0	0	0
Total Income	(50,700)	(53,300)	(53,900)	(46,900)	(47,500)	(48,100)
Expenditure						
Employees	481,300	486,700	501,100	511,900	527,800	544,200
Premises	2,500	2,400	2,400	2,400	2,400	2,400
Supplies and Services	32,300	31,400	31,400	31,300	31,300	31,300
Transport	149,100	150,800	151,300	151,300	151,300	151,300
Total Expenditure	665,200	671,300	686,200	696,900	712,800	729,200
Net Total	614,500	618,000	632,300	650,000	665,300	681,100

<i>Street Naming and Numbering</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	0	(10,000)	(10,200)	(10,500)	(10,700)	(10,900)
Total Income	0	(10,000)	(10,200)	(10,500)	(10,700)	(10,900)
Expenditure						
Employees	0	27,000	27,900	28,900	29,800	30,600
Supplies and Services	0	10,100	10,100	10,100	10,100	10,100
Total Expenditure	0	37,100	38,000	39,000	39,900	40,700
Net Total	0	27,100	27,800	28,500	29,200	29,800

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Trinity Arts Centre</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(186,100)	(186,500)	(186,800)	(187,100)	(187,400)	(187,700)
Total Income	(186,100)	(186,500)	(186,800)	(187,100)	(187,400)	(187,700)
Expenditure						
Employees	135,800	136,000	140,400	145,300	149,600	154,200
Premises	49,700	52,600	56,300	57,100	57,900	58,700
Supplies and Services	144,500	144,100	144,200	144,300	144,400	144,500
Third Party Payments	700	700	700	700	700	700
Transport	200	200	200	200	200	200
Total Expenditure	330,900	333,600	341,800	347,600	352,800	358,300
Net Total	144,800	147,100	155,000	160,500	165,400	170,600

<i>Town Centre Markets</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(36,300)	(36,300)	(36,300)	(36,300)	(36,300)	(36,300)
Total Income	(36,300)	(36,300)	(36,300)	(36,300)	(36,300)	(36,300)
Expenditure						
Employees	48,100	58,200	59,300	61,100	62,300	63,900
Premises	3,200	2,900	2,900	2,900	2,900	2,900
Supplies and Services	54,900	55,000	17,500	18,000	18,500	19,000
Third Party Payments	400	0	0	0	0	0
Transport	6,000	5,900	5,900	5,900	5,900	5,900
Total Expenditure	112,600	122,000	85,600	87,900	89,600	91,700
Net Total	76,300	85,700	49,300	51,600	53,300	55,400

<i>Visitor Economy</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Expenditure						
Employees	13,500	36,900	38,500	40,600	41,700	43,000
Supplies and Services	2,700	200	200	200	200	200
Transfer Payments	9,800	12,300	12,300	12,300	12,300	12,300
Transport	1,300	1,300	1,300	1,300	1,300	1,300
Total Expenditure	27,300	50,700	52,300	54,400	55,500	56,800
Net Total	27,300	50,700	52,300	54,400	55,500	56,800

APPENDIX 3

The following tables detail Business Unit Income and Expenditure Budgets

<i>Waste Management</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Total Income	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Expenditure						
Employees	1,216,900	1,230,900	1,266,200	1,315,600	1,354,100	1,394,400
Premises	0	2,000	2,000	2,000	2,000	2,000
Supplies and Services	46,600	39,900	38,900	37,600	37,600	37,600
Third Party Payments	3,100	0	0	0	0	0
Transport	370,600	409,000	411,800	387,300	387,300	387,300
Total Expenditure	1,637,200	1,681,800	1,718,900	1,742,500	1,781,000	1,821,300
Net Total	1,634,900	1,679,500	1,716,600	1,740,200	1,778,700	1,819,000

<i>Wellbeing</i>	Base Budget 20/21 £	Proposed Budget 21/22 £	Forecast Budget 22/23 £	Forecast Budget 23/24 £	Forecast Budget 24/25 £	Forecast Budget 25/26 £
Income						
Customer and Client Receipts	(460,700)	(468,900)	(477,400)	0	0	0
Total Income	(460,700)	(468,900)	(477,400)	0	0	0
Expenditure						
Employees	353,400	364,800	372,000	0	0	0
Supplies and Services	1,600	10,100	1,100	0	0	0
Third Party Payments	2,700	0	0	0	0	0
Transport	14,900	14,900	14,900	0	0	0
Total Expenditure	372,600	389,800	388,000	0	0	0
Net Total	(88,100)	(79,100)	(89,400)	0	0	0

BUDGET CONSULTATION 2020

Consultation Report

August 2020

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1. INTRODUCTION

1.1 Background and introduction

With reduced grants from central government, it is critical that we direct our resources in a way that benefits our communities and meets their needs and priorities.

Each year a consultation is undertaken on the following year's budget prior to it being set. Although there is no legal requirement to undertake this with our residents, we do have a legal obligation under the Local Government Act 1992 section 65 to consult ratepayers who are persons or bodies appearing to be representative of persons subject to non-domestic rates within the district and must be about the authority's proposals for expenditure.

This report summarises the views of residents that completed the survey which was distributed both online and through paper methods. West Lindsey residents, Parish Councillors, West Lindsey District Council Members and West Lindsey businesses were invited through either a direct invite, word of mouth, by visiting the website and on social media.

The objectives of this engagement were to:

- Raise awareness of the financial challenges
- Seek views on current priorities
- Identify how the respondents felt WLDC had performed during the Covid-19 pandemic.

1.2 Methods

The consultation was undertaken using both an online survey and a paper survey to gather responses and these were supported by an online video which explained the current situation of the council.

As our usual public consultation events were unable to be delivered due to Covid-19 restrictions, we encouraged respondents to raise questions.

Subsequently the Leader and Chief Executive of the Council, recorded short videos to answer the questions raised through the consultation exercise. These were published on social media.

Video

Following on from positive feedback from last year's budget consultation video, we again used this medium to help give people an understanding of the councils objectives and financial challenges, ensuring everyone was receiving the same information. This video was published online and links distributed through social media. The video received 3,458 views collectively through the different media ie the council's website, Facebook, Twitter, LinkedIn and YouTube.

Surveys

All 1,626 members of the West Lindsey Citizen Panel received a copy of the survey. This was split with 1,064 being sent via email and 562 by post. Both versions of the survey had the same content and a copy of the survey distributed can be found at Appendix A.

1.3 Response

Invites were sent to all current members of the Citizens' Panel, Parish Councils and Parish Meetings and West Lindsey District Council Councillors. As no events were held this year and with the current pandemic ongoing it was expected that the response rate would be reduced this year. However there was a response rate increase of 18% (708 responses compared to 595 during 2019).

The breakdown of these responses are:

	Survey
Citizen Panel Member	594
Resident	425
Town or Parish Councillor	15
West Lindsey Councillor	2
Business	2

Please note that respondents were able to mark more than one of these boxes and therefore could be responding as both a Citizen Panel member and a resident of West Lindsey.

This is the highest response rate that we have had in the last 5 years. The total responses each year have been:

Year	Responses
2020	708
2019	595
2018	409
2017	368
2016	461

1.4 Respondent data

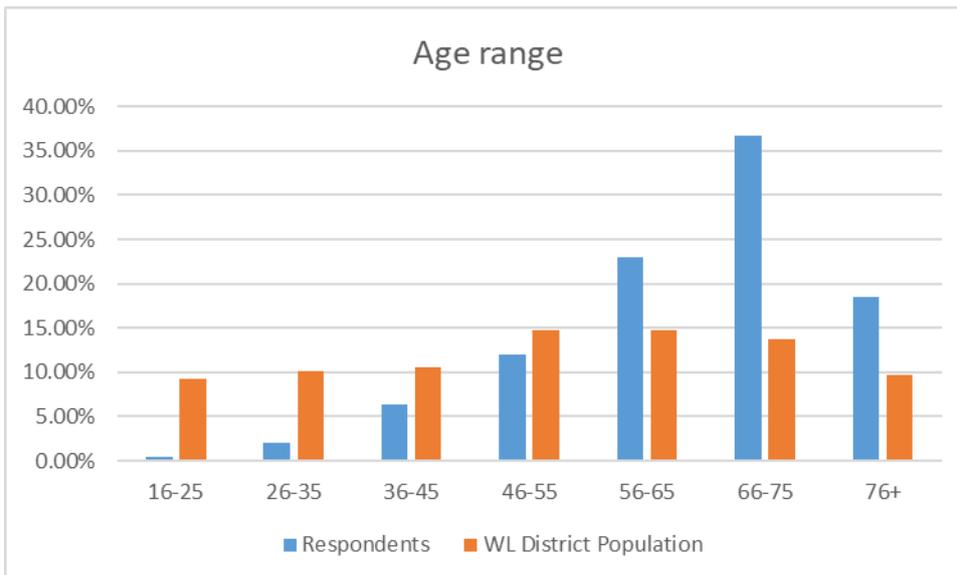
Respondents were asked at the end of the survey to answer some equality questions. These were not compulsory but 624 respondents did give a response and these have been broken down into gender, age, disability, ethnicity, faith/religion and sexuality.

Gender

Out of the 624 who took part, 55.4% of those were Male and 43.6% Female with 1% preferring not to say.

Age

To take part in the consultation it is requested that respondents should be 16 or over. The % age range of respondents is compared to the West Lindsey District age demographic in the graph below;



Disability

Of those who took part, 11.6% of those classify themselves as being disabled and 85.4% do not. 3% preferred not to say.

Ethnicity

The majority of respondents class themselves as White British, Irish or other with 94.9%. All other ethnic groups had responses but the percentage is 1% or under for each. This included Black or Black British, Asian or Asian British, Arab or Middle Eastern, Chinese, Mixed Race and other. 2.4% prefer not to say.

Religion/Faith/Belief

64.8% of respondents identified themselves as Christian, those with no religion option 29.5%. The other religions recorded as under 1% were Muslim, Buddhist, Hindu and Jewish, while other faith had 1.4% and prefer not to say had 3%.

Sexuality

The majority of responses came from heterosexual respondents at 92.2%, while those who classed themselves as Lesbian/Gay were 1.4% and Bisexual 1%. Other was 0.3% and prefer not to say came in at 5.1%.

2 Results

2.1 Corporate Objectives

Firstly we asked if the top five key corporate objectives should continue given the current situation with the Covid-19 pandemic. These corporate objectives are:

- Economy – to ensure that economic regeneration in West Lindsey is sustainable and benefits all of our communities.
- Finances – to remain financially sustainable.
- Public Safety and Environment – to create a safer, cleaner district in which to live, work and socialise.
- Customer – to put the customer at the centre of everything we do.
- Vulnerable Groups and Communities – to create strong and self-reliant communities and promote positive life choices for disadvantaged residents.

88.5% of respondents felt that these corporate objectives should continue. From the 2% which stated 'no' and the 9.5% which stated 'partially' we ask "what should our priorities be?" The comments received included:

- Ensuring that those affected by Covid-19 get prioritised. This included social isolation, finances, re-opening play equipment, ensuring shops and markets and supported and re-opened, ensure lost time on education is caught up, valuing those key workers, help to businesses
- Climate change including factors such as flooding, more use of environmentally friendly technologies, less waste
- Disadvantaged gap needs reducing in areas such as health, education, employment and leisure
- Finding ways to raise standards and inspire public pride in their environment
- Better Broadband
- Homelessness
- Heritage and Culture
- Mental Health services
- Problem families

In ensuring that we align our resources to delivering the Corporate Plan we asked how important initiatives in the business plan are to residents. The results are as follows:

Initiative	Very important - 5	4	Neither important nor	2	Unimportant - 1
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			unimportant - 3		
Neighbourhood Plans	240 (34.3%)	240 (34.3%)	159 (22.7%)	41 (5.9%)	19 (2.7%)
Community Safety measures	360 (51.1%)	252 (35.8%)	75 (10.7%)	10 (1.4%)	7 (1%)
Enforcement Activity	274 (39.5%)	278 (40.1%)	118 (17%)	18 (2.6%)	5 (0.7%)
Economic Growth	342 (49.4%)	247 (35.6%)	81 (11.7%)	17 (2.5%)	6 (0.9%)
Affordable housing	241 (34.4%)	213 (30.4%)	153 (21.8%)	52 (7.4%)	42 (6%)

The majority of respondents found all of these initiatives important with Community Safety measures coming highest with 86.9% marking them as important, followed by Economic Growth at 85%, Enforcement Activity at 79.6%, Neighbourhood Plans at 68.6% and finally Affordable Housing at 64.8%.

West Lindsey is a rural district and therefore have a number of challenges around supporting our rural communities. We asked respondents to pick 2 key challenges out of a list of five. The results are:

Challenge	Result	Key challenge position
Transportation	401 (29%)	1
Job Opportunities	323 (23%)	2
Broadband	263 (19%)	3
Isolation	229 (16%)	4
Housing	154 (11%)	5

This shows that the 2 highest priorities for respondents are Transportation and Job Opportunities.

Following on from this we asked if they believed we had missed any key challenges and the results highlighted the following challenges:

- Community events and activities for all age groups

- Road safety/Community Safety/Crime/Policing
- Climate Emergency
- Wildlife protection
- Voluntary sector work and building resilience in local communities
- Childcare provision
- Rural economy/amenities
- Health services
- Support for those with difficulties such as mental health
- Communication especially elderly and those without access to internet
- Homelessness
- Waste/Fly tipping/Littering

2.2 Climate Change

The impact of climate change has now been deemed by the UK Government to be a major national and international issue. The Council has recognised the importance of tackling climate change and has recently consulted the public specifically on initial ideas for our Sustainability, Climate Change and Environment Strategy.

For the budget consultation we asked out of 6 possible actions which the respondents felt might be best achieved in West Lindsey.

The results were:

Action	Result	Priority
Reduce waste through recycling and reuse initiatives	187 (26.9%)	1
Better use of land to mitigate climate change impact and nature loss	75 (10.8%)	5
Reduce emissions from transport and support more sustainable transport solutions	81 (11.6%)	4

Support the growth and use of renewable energy	160 (23%)	2
Ensure the most vulnerable to the effects of climate change e.g. flooding are protected	74 (10.6%)	6
Encourage energy efficiency in private-owned homes and new developments	119 (17.1%)	3

These results show the action that the respondents felt would be best achieved in West Lindsey is the action to reduce waste through recycling and reuse initiatives.

2.3 Investments

The council's budget requirement of £14.357m represents the cost of running of the council's services and administration. Commercial income contributes circa £2m towards the running of our services. With ongoing reductions in government funding against increasing cost and demands for services, we need to invest in initiatives that will provide future efficiencies, generate additional income or look at reducing service provision to save money to ensure that we continue to be sustainable. Respondents were asked out of 4 approaches which they thought would be the best approach for West Lindsey.

The results are:

Approach	Results	Priority
Invest in new technology to achieve efficiencies and cost savings	302 (43.8%)	2
Identify commercial projects which will generate additional income	335 (48.6%)	1
Reduce provision and performance of services to reduce costs	21 (3%)	4
Stop delivering some services	31 (4.5%)	3

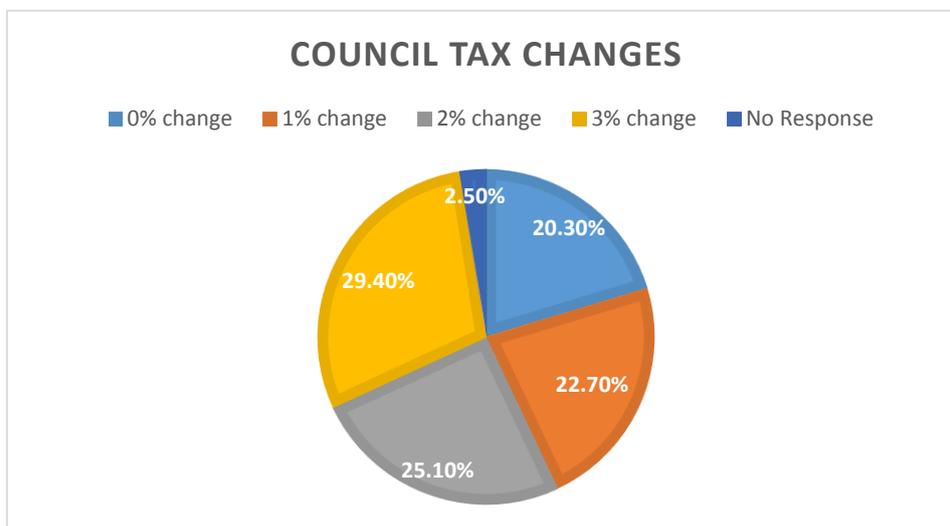
These results show that the respondents would prefer West Lindsey to look at ways to generate more income or achieve efficiencies and cost savings rather than seeing a reduction in, or stopping services to residents.

2.4 Council Tax

The results relating to options for increases in council tax were as follows:

Option	Results	Last years total
0% change	144 (20.3%)	127 (21.3%)
1% increase	161 (22.7%)	144 (24.2%)
2% increase	177 (25%)	155 (26.1%)
3% increase	208 (29.4%)	139 (23.4%)
No response	18 (2.5%)	30 (5.0%)
Total	708	595

The graph below illustrates the % responses for 2020.



These results show that whilst a 3% increase has achieved the highest individual result at 29.4%, 68.1% of respondents would prefer a lower or no increase

2.5 Covid-19

Due to the current situation with the Covid-19 pandemic we felt it would be useful to find out how our communities felt we performed in certain areas. From the respondents who offered an opinion, the results are as follows:



47% of respondents did not know how we performed and are assumed to have not required our support, and were therefore omitted from the analysis above.

From the respondents who were able to give a view, it can be deduced that beneficiaries of our support were not comparably represented in the consultation responses. To give this context, 708 consultation responses were received which included 2 businesses. We communicated directly with over 17,000 vulnerable people offering our support in addition to over 1,600 businesses issued with grant funding. In addition we provided up to date information on our website and regular social media posts.

However, an average of 45% of respondents considered our responses as above average to excellent, 29.36% average and 22.15% below average to poor.

To further this data we asked what could we have done better during the Covid-19 pandemic and the following was highlighted:

- Communication from West Lindsey was not seen
- Communication was wanted on what support was available to residents

- Paper communication was wanted to all households
- Notices on local boards updating on the situation
- Reduction in red tape around volunteering
- Issues around the opening of tips (Lincolnshire County Council Service)
- Don't know what the council has done
- Issues around stopping Planning Meetings which either stopped decisions or decisions given not agreed with
- Praise given for the waste collection during this pandemic
- Given a weekly status update for WL on cases/recoveries/deaths
- More support for local businesses
- Provision of skips to stop fly tipping

2.6 Online Question and Answer Session

A number of questions were submitted both through the questionnaire and through Facebook and Twitter for the question and answer sessions.

These questions were put to the Chief Executive and the Leader of The Council to answer due to the fact we could not hold a regular face to face event due to Covid-19. The answers to the videos were published on YouTube, Facebook, Twitter and LinkedIn, in 11 different videos to make it easier for people to watch and view online via subject matter.

The videos were watched by;

- 88 on YouTube,
- 410 on LinkedIn,
- 90 on Twitter
- 601 on Facebook

2.7 Any other comments

At the end of the survey there was an option for respondents to add any additional comments. The summary of comments received are:

- Thank you to the waste service during this pandemic
- Investment should only be within Lincolnshire
- Continue with consultations as a good way to find out what is happening and have a say

- Thank you for the good service from WLDC
- Video very informative and well put together
- Too much focus on Gainsborough and not the rest of the district
- Connectivity is key. Mobile and broadband connection very poor.
- Reduce the number of Parish Councils to save money
- How much Council Tax goes on pensions?
- Give free green waste collections
- Remember not everyone has the internet
- A reduction in Council Tax
- Services need to be easier to access
- More litter and dog waste bins needed
- More consultation please?

There were a number of comments which focused on the responsibilities of other organisations such as Lincolnshire County Council and Lincolnshire Police which included:

- Social care needs more support
- Pot holes to be focused on
- Why is public transport in villages so poor
- More police needed
- Police should give feedback to WL on what the money is spent on which WL collects on their behalf
- Can we consult on the Police budget?

3 Conclusion

3.1 Response

Response rates this year were higher than ever this year with 708 responses which is 19% higher than the previous year. Work has also been undertaken this year to monitor the equalities questions in regard to respondents.

3.2 Corporate Objectives

88.5% of respondents felt that the current corporate objectives should continue and that the initiatives shown are all important but Community Safety measures coming highest priority with 86.9%.

As a rural district the top 2 main challenges highlighted from the list are Transportation and Job Opportunities.

3.3 Climate Change

These results show that the action that the respondents felt would be best achieved in West Lindsey is the action to reduce waste through recycling and reuse initiatives.

3.4 Investments

These results show that the respondents would prefer West Lindsey to look at ways to generate more income or achieve efficiencies and cost savings through routes which do not reduce or stop services to the residents.

3.5 Council Tax

These figures show the favoured option is a 3% increase albeit 68.1% of respondents would prefer a lower or no increase.

3.6 Covid-19

From the results on how WLDC did with the Covid-19 pandemic it was recorded that a significant number of respondents may not have required our support as 47% of respondents did not actually know how we did during the pandemic. The analysis of those that were able to provide a view, highlighted that these respondents were not comparably representative of those provided with support. However 45% considered our response above average or excellent.

3.7 Online Question and Answer Session

The Question and Answer video's increased the level of engagement across the district with regards to the Budget consultation and demonstrated that this was worthwhile, as you can see from the figures mentioned previously. Regeneration, Council investments, fly tipping and Council Tax were among the most viewed question and answer responses.

3.8 Any other comments

Other comments received mostly are around:

- Residents do not like being called a customer
- A thank you to the Waste service for keeping a good service during the Covid-19 pandemic
- Highlighting that communication needs to be undertaken in different ways as not everyone has the internet
- Asking for consultation to not only continue but for more to be undertaken.

3.9 Next Steps

The results and responses collated from this survey will be considered when developing the budget 2021/22.

The following actions are recommended for 2021 budget consultation:

- To continue with the use of a format which gives those which took part the same message.
- Continue to undertake the consultation earlier in the year to miss school holidays and allow time for consideration of responses in the budget setting process.
- Due to the low representation from the business community, we carry out a specific consultation with Business Rates Payers, as required by Section 65 of the Local Government Finance Act 1992, on the proposals for expenditure (including Capital Expenditure) for 2021/22. This is likely to take the form of an online consultation, with a summarised version of the Revenue and Capital Budgets with links to the Draft Budget and MTFS papers which will be presented to CP&R in February.
- That the consultation for Business Rates Payers, be also issued directly to those Businesses which registered with us during Covid-19.

Appendix A: Questionnaire



West Lindsey District Council Budget Consultation 2020

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 the Engagement Team on engagement@west-lindsey.gov.uk.

Please insert your name or Citizen Panel reference:

1. Last year you told us that the top five key corporate objectives were;
 - Economy* - to ensure that economic regeneration in West Lindsey is sustainable and benefits all of our communities.
 - Finances* - to remain financially sustainable.
 - Public Safety and Environment* - to create a safer, cleaner district in which to live, work and socialise.
 - Customer* - to put the customer at the centre of everything we do.
 - Vulnerable Groups and Communities* - to create strong and self-reliant communities and promote positive life choices for disadvantaged residents.

Taking into account the recent Covid-19 pandemic do you agree that these should continue to be our key priorities? **Please tick one box only**

- Yes
 No
 Partially

2. If you ticked partially or no, what should be our priorities?

3. In ensuring we align resources to the deliver of our Corporate Plan objectives, our Executive Business Plan details the actions we will take to deliver these initiatives. We are committed to supporting our communities by spending a net £3.7 million annually on our Place initiatives. How important are the following factors to you?

	Very important 5	4	Neither important nor unimportant 3	2	Unimportant 1
Neighbourhood Plans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Safety measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enforcement activity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic Growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affordable Housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. As a rural district we have a number of challenges around supporting rural communities. Below is a list of key challenges.

From this list which are the two key challenges you find living in a rural location? **Please tick two boxes only**

- Broadband - We are currently investing in a Rural Broadband Officer to help improve connectivity in rural locations.
- Transportation - In conjunction with transport providers we grant fund or work in partnership to deliver better transport connections.
- Job Opportunities - We are working with schools and businesses to create apprenticeships and we continue to support schemes which attract inward investment and create jobs.
- Housing - We enable housing through working with landowners, developers and registered providers to attract funding to deliver key housing sites with others to deliver a better housing choice.
- Isolation - We assist and encourage communities to support vulnerable residents and ensure their well-being.

5. If you think we have missed out a key challenge, please detail below:

6. The impact of climate change has now been deemed by the UK Government to be a major national and international issue. A target of 100% reduction in emissions by 2050 has been set. Out of the following actions, how do you consider this might be best achieved in West Lindsey?

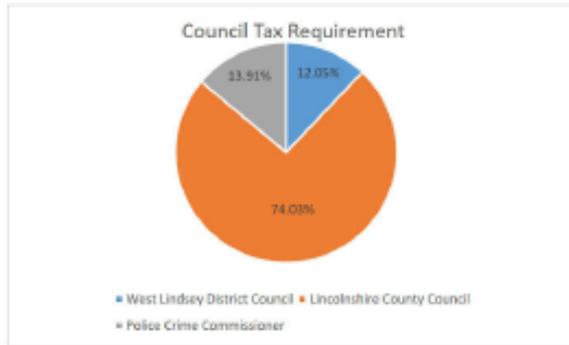
Please tick one box only

- Reduce waste through recycling and reuse initiatives.
- Better use of land to mitigate climate change impact and nature loss.
- Reduce emissions from transport and support more sustainable transport solutions.
- Support the growth and use of renewable energy.
- Ensure the most vulnerable to the effects of climate change e.g. flooding, are protected
- Encourage energy efficiency in private-owned homes and new developments.

7. The running of the Council and its commercial activities costs £5.9 million per annum. We need to invest in initiatives that will provide future efficiencies, generate income or look at reducing service provision to save money to ensure that we continue to be sustainable. What do you think would be our best approach? **Please tick one box only**

- Invest in new technology to achieve efficiencies and cost savings
- Identify commercial projects which will generate additional income
- Reduce provision and performance of services to reduce costs
- Stop delivering some services

Local Councils, the Police and Fire Authorities fund their services through government grant, fees and charges, Business Rates and Council Tax. There is one council tax bill for each domestic dwelling whether it is a house, flat, mobile home or houseboat. We collect the council tax on behalf of Lincolnshire County Council, the Police and Crime Commissioner and Parish and Town Councils. West Lindsey District Council share of your overall Council Tax is 12.05% (excluding Parish/Town Council Precepts) and funds around 50% of our overall budget.



8. With annual increases in costs of around 3%, what level of council tax increase would you support for 2021/22? **Please tick one box only**
- 0% change - A 0% change would give West Lindsey a total level of council tax income of £6.529m.
 - 1% increase - A 1% increase would mean a 4 pence per week increase for a band D property on the West Lindsey proportion of council tax and would give West Lindsey a total level of council tax income of £6.594m.
 - 2% increase - A 2% increase would mean a 8 pence per week increase for a band D property on the West Lindsey proportion of council tax and would give West Lindsey a total level of council tax income of £6.659m.
 - 3% increase - A 3% increase would mean a 12 pence per week increase for a band D property on the West Lindsey proportion of council tax and would give West Lindsey a total level of council tax income of £6.725m.

9. How do you consider West Lindsey District Council, as a leader of our communities, has performed during the Covid-19 pandemic within the following areas? **Please tick one per row**

	Excellent 1	2	3	4	Poor 5	Don't know
Communications	<input type="radio"/>					
Those individuals needing support through this crisis	<input type="radio"/>					
Support for businesses	<input type="radio"/>					
Support for communities	<input type="radio"/>					

10. How do you feel the Council could have done better during the Covid-19 pandemic?

11. We are hoping to host an online question and answer event during the consultation period. If you have a question which you would like to be answered please state here?

12. Any other comments you wish to make regarding this consultation:

Equalities questionnaire

By answering the equalities questions you will help us to understand how different groups of people from different areas feel about the budget consultation. All responses are anonymised and you do not have to answer these to take part in the budget consultation.

13. Are you?
- Male
 - Female
 - Transgender
 - Prefer not to say
14. Do you consider yourself disabled?
- Yes
 - No
 - Prefer not to say
15. What age are you?
- 16-25
 - 26-35
 - 36-45
 - 46-55
 - 56-65
 - 66-75
 - 76 or over
 - Prefer not to say
16. Which of these ethnic groups do you consider you belong?
- White - British, Irish or other
 - Black or Black British - Caribbean, African or other
 - Asian or Asian British - Indian, Pakistani, Bangladeshi or other
 - Arab/Middle Eastern
 - Chinese
 - Mixed Race
 - Other
 - Prefer not to say
17. Which of the following best describes your faith/religion/belief?
- No religion
 - Christian (all denominations)
 - Muslim
 - Buddhist
 - Sikh
 - Hindu
 - Jewish
 - Other faith
 - Prefer not to say
18. Which of the following statements best describes your sexuality?
- Heterosexual/Straight
 - Lesbian/Gay
 - Bisexual
 - Other
 - Prefer not to say

Thank you very much for your time completing this questionnaire.
Please return in the enclosed pre paid envelope. The closing date for this consultation is 9am on Monday 27th July 2020.

**If you would like a copy of this document in large print, audio, Braille or in another language:
Please telephone 01427 676676 or email
customer.services@west-lindsey.gov.uk**



West Lindsey District Council
Guildhall, Marshall's Yard
Gainsborough
Lincolnshire, DN21 2NA



MANAGEMENT TEAM

Monday, 4 January 2021

Subject: Reintroduction of rental charges for traders on Gainsborough Market

Report by:

Chief Executive

Contact Officer:

Ady Selby
Assistant Director of Commercial and Operational Services

ady.selby@west-lindsey.gov.uk

Purpose / Summary:

For Members to consider the re-introduction of rental charges for traders onto Gainsborough Market. To update Members on performance with the Marshalls Yard contract and ongoing work for the long term strategy for the Market.

RECOMMENDATION(S):

- 1. Re-introduce full rental charges for traders from April 1, 2021.**
- 2. Members welcome the ongoing work outlined in Part 3 of the report.**

IMPLICATIONS

Legal: None at this time, any future proposals will be subject to legal scrutiny if necessary

Financial : Financial : FIN/120/21/SSc

Part 1 - Reintroduction of rental charges from 01/04/2021.

On 29th May 2020, an urgent delegated decision was made to allow traders who attend Gainsborough Market to trade free of charge until the end of March 2021.

The table below shows the forecast of the financial impact of this decision for 2020/21.

Financial impact - Free of charge market trading	£
Loss of Market Income forecast	36,300
Marshall Yard compensation for loss 50% of market stall income	1,000
Less - Funding from Covid Loss of Income Fund	(37,300)
Total	0

The 2021/22 income budget in the MTFP is the same as last year, £36.3k (£35k Market Stall income and £1.3k License and Wayleaves).

Staffing : Should any future proposals around the operation of the Market mean changes to staff Terms and conditions, an appropriate consultation process will be undertaken

Equality and Diversity including Human Rights: Future proposals will include an assessment of equality and diversity issues in line with the policies of the Council.

Data Protection Implications : None at this time, any future data implications will be assessed by the Data Protection Officer.

Climate Related Risks and Opportunities: Climate related risks and opportunities will be assessed as part of any future proposals.

Section 17 Crime and Disorder Considerations: A more successful Market could result in a livelier, more vibrant Town Centre and a consequent reduction in crime

Health Implications: A more successful Market and events programme could result in a livelier, more vibrant Town Centre and a consequent improvement in residents feelings of wellbeing.

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.

Risk Assessment/ Mitigating actions :

Failure to implement charges could result in loss of income for the Council/ *Timely decision required*

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

Executive Summary

This report is delivered in three parts. Part 1 considers the reintroduction of rental charges for traders on Gainsborough Market for April 1, 2021. Options are identified and discussed; it is recommended that, taking into consideration the position on other local markets and the lack of evidence that charging would act as a barrier to traders attending, rental charges for stalls should be re-introduced.

Part 2 of the report updates on performance with the two year contract currently in place with Marshalls Yard. They provide promotional and marketing support for the General Market, organise and promote the monthly Farmers Market, as well as delivering two annual events in the Town Centre. Whilst the Farmers Market and events have been successfully delivered wherever possible within restrictions, it has not resulted in any growth of the General Market. It is difficult to identify what impact the Covid crisis has had on attendance.

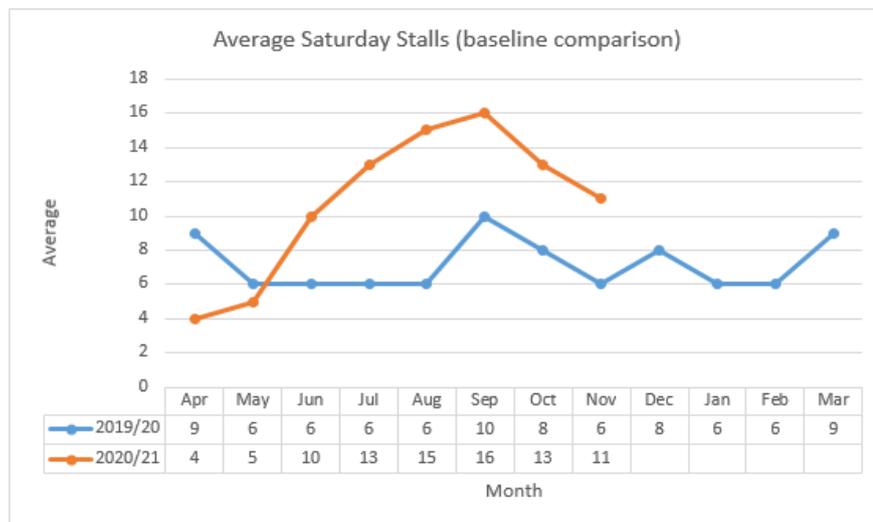
Part 3 identifies the work which officers have undertaken regarding the long term future of the Market. Officers are in the final stages of procurement of a consultant to produce a headline report for Members to consider in the Spring. This report will give an assessment of the current position with the Market, linked to regeneration work in the town centre, as well as giving an options analysis for future delivery of the function.

Part 1 is for decision, Parts 2 and 3 are for Member information.

1. Options for re-introduction of rental charges on Gainsborough Market

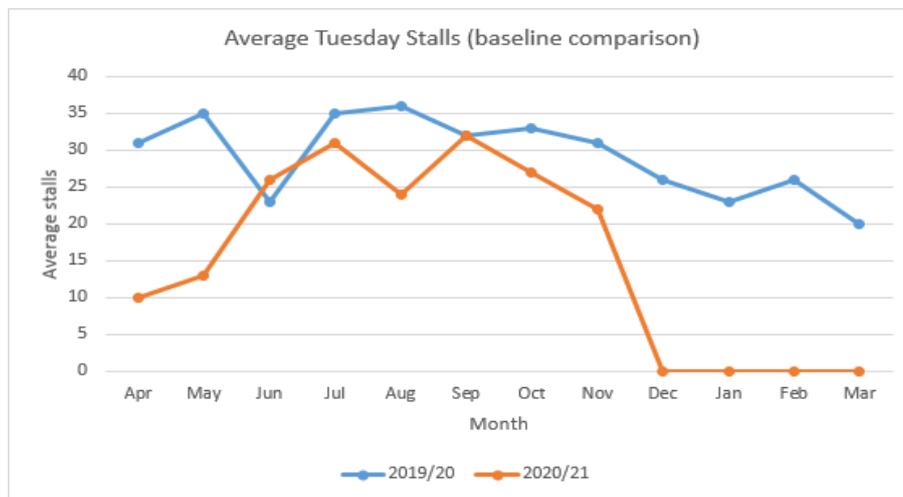
- 1.1 On 29th May 2020, an urgent delegated decision was made to allow traders who attend Gainsborough Market to trade free of charge until the end of March 2021. This was as a result of the challenging conditions in town centres and the Government directive to re-open the High Street wherever possible.
- 1.2 On 17th September 2020, Corporate Policy and Resources Committee resolved to extend the free rental period for traders on the monthly Farmers Market, also to the end of March 2021.
- 1.3 A decision is now required regarding rental charges for stalls both on the General Market and the Farmers Market from April 1st 2021.
- 1.4 During the first lockdown in March 2020, the Market remained open for traders selling essential goods, such as food and pet supplies. As restrictions eased, other traders were permitted onto the Market in line with national guidelines.
- 1.5 Figure 1 below shows stall numbers on the Saturday market as compared to the last financial year. It can be seen that the number of stalls is above pre-Covid levels.

Figure 1



1.6 Figure 2 below shows the number of stalls on the Tuesday Market as compared to the last financial year. Attendance on this Market is more dynamic, but with a general trend below the 2019/20 data.

Figure 2



1.7 Income from stall rental was forecast to be £36.3k for 2020/21, to date there has been no income from stall rentals in this financial year.

1.8 Three options have been identified for the re-introduction of rents on the Market.

1. **Link the charges for stalls to the tier system** – when West Lindsey is in Tier 4 and only essential traders can attend, rental charges to be waived. Charges to be applied when West Lindsey is in a tier where the full market can operate, currently tier 3 and below. There remains a level of uncertainty around which tier the District will be in at the April deadline, or indeed beyond. Given the dynamic nature of the tier system, this option may be challenging to operate and lead to confusion amongst traders and staff.

2. **Continue with free rent for traders throughout 2021/22** – this option may support both traders and the wider ‘High Street’ offering, however it would result in continued loss of income for the Council. Also, it may make any eventual decision to re-introduce rents on the Market more challenging to implement. There is little evidence that offering free rents encourages more traders to attend the Market.

3. **Re-introduce full charge from April 1, 2021** – This may result on the loss of some traders, however it is relevant to highlight that the one year of free rent currently enjoyed by traders at Gainsborough Market is above and beyond that offered by surrounding market operators.

1.9 Table 1 below shows the projected financial implications of each of the suggested options.

Table 1

Option	Financial Impact
Link the charges for stalls to the tier system	Impossible to predict due to uncertainty around tier system
Continue with free rent for traders throughout 2021/22	Pressure on annual budget of £35k
Re-introduce full charge from April 1, 2021	Dependent on attendance, potential to achieve target income

1.10 Table 2 below shows the current charges for rental of market stalls.

Table 2

	Tuesday Casual	Tuesday Registered	Saturday Casual	Saturday Registered
1 stall	£17.50	£16	£16.50	£10
2 stalls	£35	£27	£33	£20
3 stalls	£52.50	£35	£49.50	£25
4 stalls	£70	£43	£66	£30
5 stalls	£87.50	£51	£82.50	£35

1.11 As an incentive to new traders and to support the Saturday Market, new traders are offered stalls at £7.50 each for six months.

1.12 Some evidence has been gathered regarding reductions in rental charges for Markets in surrounding towns. Officers believe Retford has offered discounted rents during Covid, when non-essentials returned after the first lockdown rents were £5 a stall, however this has now increase to half rents being paid. It is understood no discounts have been offered at Brigg. Horncastle & Louth have confirmed after the first lockdown stalls were discounted to £10 a stall for June & July, thereafter full rents have been charged. Finally, Newark have indicated discounted rents were offered for a short period after the initial lockdown, however full rents are in place again now.

Recommendation: Re-introduce full rental charges for traders from 1st April 2021

2 Marshalls Yard Contract

- 2.1 In December 2019, Members resolved to commission officers to seek to secure a two year contract with Marshalls Yard to provide comms and marketing for the General Market, deliver a monthly Farmers Market and organise and promote two annual events, all of which would aim to support an increase in traders and stall usage on Gainsborough Market.
- 2.2 As the end of the first year of the contract is approaching, a summary of performance with the contract is provided at Table 3 below. It should be noted that 2020 has been a challenging year for Markets, and events in particular.

Table 3

Farmers' Market Traders									
Month	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
No. of Traders	Lock down	Lock down	10	14	14	16	15	9*	12
Capacity %			55%	77%	77%	88%	83%	50%	66%

*Essential Traders only allowed

- 2.3 Despite the challenges, traders continued to support the Farmers Market, the event was almost at full capacity again before second lockdown.
- 2.4 A summary of marketing activity undertaken by Marshalls Yard can be found at Appendix 1.
- 2.5 In addition, a three day Continental Food Market was held in late August. Due to restrictions, this was promoted as an event for local residents only. Despite this, the event was successful and a summary report can be found at Appendix 2.
- 2.6 During the second national lockdown, a delegated decision was taken to cancel the Christmas Market event for 2020, most other Christmas Markets both regionally and nationally were also cancelled.
- 2.7 Officers will continue to work with Marshall Yard and Gainsborough Town Council to deliver a full programme of events in 2021/22, subject to any continuing restrictions.

3 Future Gainsborough Market Considerations

- 3.1 Over the past few years, Members have considered various proposals for the future of Gainsborough Market.
- 3.2 Improved work practices have made the Market less costly to deliver. A promotional and marketing contract with Marshalls Yard has delivered a popular monthly Farmers Market and a number of headline events.
- 3.3 Despite these initiatives, the number of stalls and traders on the general market has not risen, this trend is in line with the national picture and obviously affected by the Covid outbreak and consequent restrictions. Members have continued to support the function as Gainsborough Town Centre regeneration plans are being defined.
- 3.4 Officers are now developing a long term strategy for the Market, this work will be carried out with Members as key stakeholders.
- 3.5 Officers are in the final part of a procurement process to potentially commission a retail market development consultant to undertake a headline strategic review of the current and future offering for the Market.
- 3.6 The consultant works in a three stage process;
 - a. An understanding of the current position including a high level options analysis
 - b. Consultation process with stakeholders
 - c. Final options development and proposals
- 3.7 The company identified are approved consultants to the National Market Traders Federation and members of the Association of Town and City Management and Institute of Place and Management. They cite a number of high profile case studies where they have developed and delivered business cases for market functions.
- 3.8 Officers are in the final stages of developing a scope for Stage 1 of this work. The first steps will be to undertake a high level review of the existing market, including operations, finances and tenant occupancy/mix. As part of this high-level review, the consultants will research the local and regional demographic that make up the existing and potential customer base. They will undertake the following tasks:
 - Issue a request for information from the client.
 - Identify the local population demographics and existing and potential customer base for the market.
 - Undertake a review of the existing market including financial sustainability, operational management, staffing and the offer.
 - Provide suggested improvement routes with existing market is applicable.
 - Develop a business case for the Market over the next 10 years in a 'No-intervention' scenario to forecast income and expenditure.

- Identify potential alternative locations for the market and operating styles including a covered or indoor location if applicable.
- Provide recommended high-level proposals for the future of Gainsborough Market.

3.9 The scope will also include an assessment of how the Market can transform from being a cost centre seeking to achieve cost-neutral status, to being a complimentary addition to the Town Centre offering. It will therefore consider the ongoing and future regeneration work in the town. In addition, the consultants will consider existing markets in Market Rasen and Caistor and also give a headline assessment for the potential for pop-up markets in other villages within the District. It is expected that this work will be ready for presentation to Members in Spring 2021.

GAINSBOROUGH FARMERS' & CRAFT MARKET
MARKETING AND PR ACTIVITY 2020

January

Market date – Saturday 11th January

Marketing

1. A press release was sent out to all local and regional press and media outlets.
2. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
3. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
4. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
5. The Marshall's Yard Instagram page was used to share the markets posts
6. A live interview on BBC Radio Lincolnshire was carried to talk about the market
7. The Market featured in the Marshall's Yard News

Social media statistics

Through the Discover Gainsborough Facebook page the market posts reached over 9,000 unique viewers and we also received engagement on Twitter and via the event set up on the Marshall's Yard page.

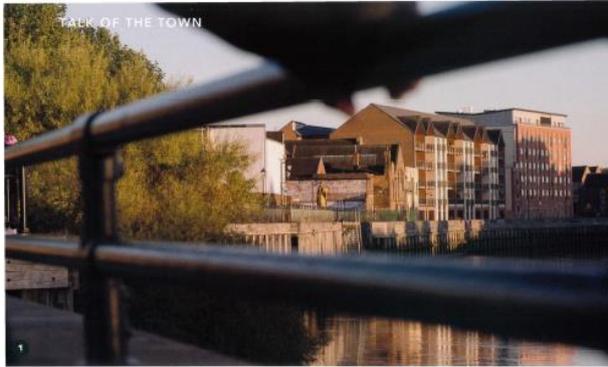
During the market photos and a live video were shared on Marshall's Yard and Discover Gainsborough pages.



Press coverage – Lincolnshire Life

Publication: Lincolnshire Life
 Date: 01/02/2020
 Page: 38
 Display Rate (£/cm²): 0.50

Circulation: 10000
 Readership: 36000
 Size (cm²): 1890
 AVE: 945.00



Gainsborough is going places

The new decade is off to a strong start for the town, finds GLYNIS FOX, with improved transport links and continued regeneration.

- 1: River Trent
- 2: Natalie Powell and Michael Storr
- 3: The New Travelodge
- 4: Market Street
- 5: Market Place

THE team at Marshall's Yard is looking forward to a busy and positive year in 2020 – as 2019 ended with new retailers joining the centre as well as major investments in the wider town centre.

The centre recorded a 29.6 per cent increase in visitor numbers in December, compared to the same period last year

and new retailers joining the lineup in the busy Christmas period included Vodafone and Superdrug, both popular additions to the Yard.

Vodafone has opened in the former Root café at Marshall's Yard and the new Superdrug store opened at the beginning of

Continued on page 43



THONOCK PARK
 GOLF | BOWLS | RESTAURANT | EVENTS

WEDDINGS & SPECIAL OCCASIONS

GOLF CARTS & BIKES

RESTAURANT ACCESSIBILITY

GOLF BARS & BEERS

Thonock Park, The Bull Road,
 Thonock, Gainsborough,
 Lincolnshire, DN10 1JZ

01427 643888
 info@thonockpark.co.uk
 thonockpark.co.uk

38

LINCOLNSHIRE LIFE | February 2020

Continued from page 38

November near to New Look and Next at the award-winning shopping centre.

The centre opened in spring 2007 and over the last decade has really established itself as one of the region's major retail destinations. The centre also houses high spec office space and is home to several growing local and regional businesses.

The centre team has been working closely with West Lindsey District Council as well as the Town Council and other local stakeholders to deliver a busy diary of events and they're now planning some great events for 2020.

The first weekend in June this year will see the return of the popular Food and Garden Festival which will once again take place at locations across the town. The event was held for the first time during 2010 and this year's festival will build on that success.

This year will also see the return of the ever popular DN21 Awards – aimed at rewarding and recognising business excellence in retail and other sectors across the town. The popular event is due to take place in April.

The monthly Farmers' and Craft Market relocated to Market Street in Gainsborough during 2019 and is going from strength to strength. The market is managed by the Marshall's Yard team and takes place on the second Saturday of each month, offering the best in fresh, local, homemade and handmade produce and crafts from a variety of local traders.

Centre manager at Marshall's Yard, Alison Shipperbottom said: "We are really keen to strengthen that link between Marshall's Yard and the town centre and coupled with the investment and improvements to this part of the town, relocating the monthly Farmers' and Craft Market has been really key to this."

"We've had great feedback from our traders and shoppers about the new look market in its new location, and we have some really great events and initiatives planned to link in with the markets throughout this year."

TALK OF THE TOWN



The re-introduction of the rail service between Sheffield and Gainsborough has also been a boost to the town centre economy. The new service allows visitors to travel by train from Sheffield, Retford and Worksop – right into the heart of the town at the previously unused Central Station, which can be found at the rear of Marshall's Yard.

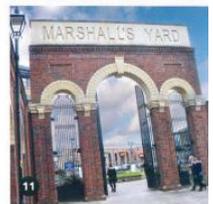
The Marshall's Yard centre owners Dransfield Properties are also working with West Lindsey District Council on the regeneration of Market Street and the last twelve months have seen some exciting developments in this part of the town.

Former run-down units have been transformed into modern retail space and traditional shopfronts have been installed, creating a new and attractive independent quarter in the town.

Local companies to join the Market Street lineup over the last twelve months include Bamboo Nails and The Meat Storr. The Forge Restaurant and Bar has also just opened on the ground floor of the Travelodge Hotel, which opened in November 2018.

The new restaurant and bar has been launched by local businesswoman Mette Robinson, owner of Cream and the

Continued on page 47



- 8: Henswell Court
- 9: Gainsborough Old Hall
- 10: Trinity Arts Centre
- 11: Marshall's Yard shopping



MAIN STORE:
 27 CHURCH STREET, GAINSBOROUGH - T: 01427 613014

BED SHOP: 86 CHURCH STREET, GAINSBOROUGH - T: 01427 617673

www.horsleysofgainsborough.co.uk

enquiries@horsleysofgainsborough.co.uk

February

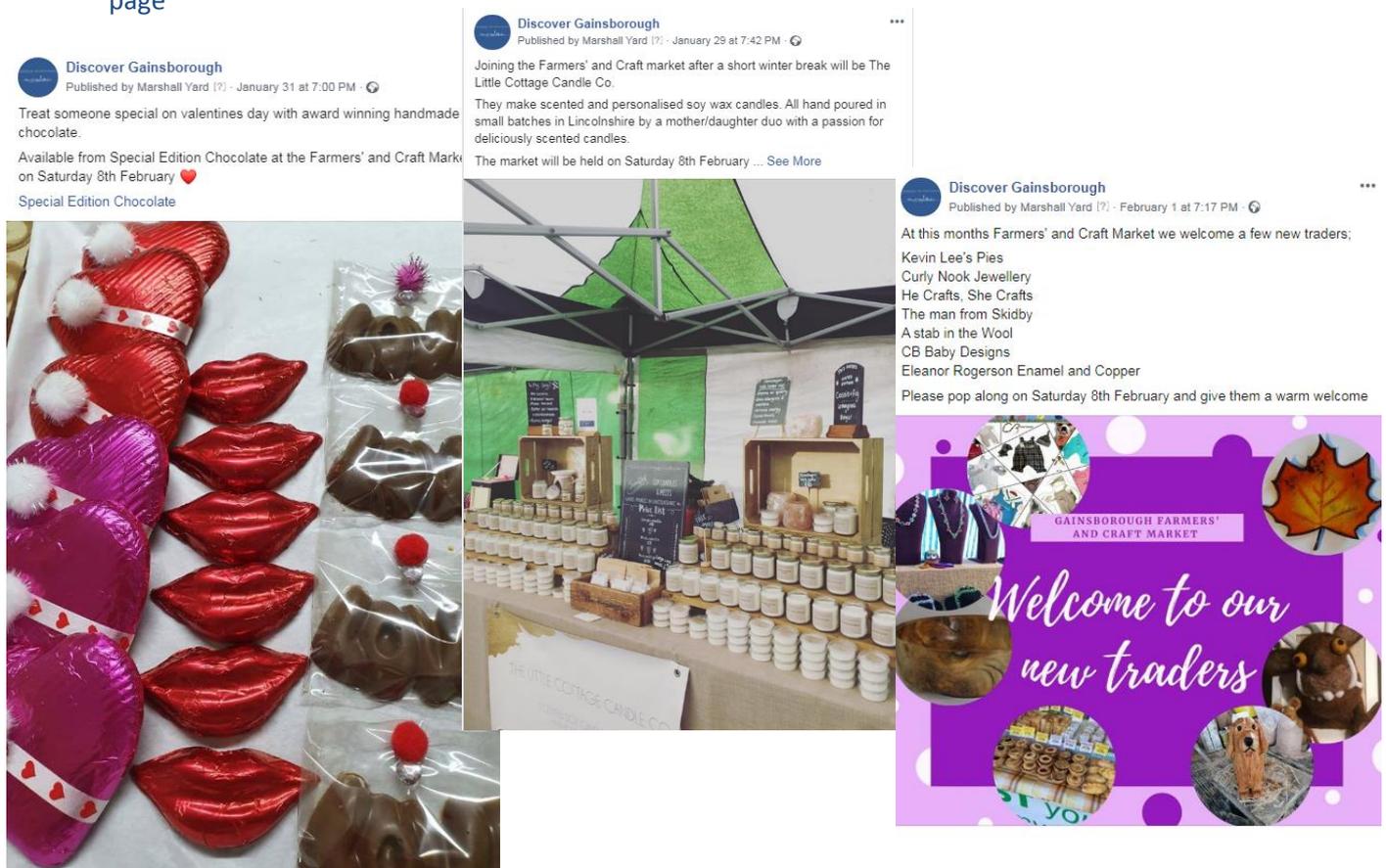
Market date – Saturday 8th February

Marketing

1. A press release was sent out to all local and regional press and media outlets.
2. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
3. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
4. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
5. The Marshall's Yard Instagram page was used to share the markets posts
6. The Market featured in the Marshall's Yard News

Social media statistics

Through the Discover Gainsborough Facebook page the market posts reached over 15,000 unique viewers and we also received engagement on Twitter and via the event set up on the Marshall's Yard page



Press Coverage –

Gainsborough Standard

www.gainsboroughstandard.co.uk Thursday, February 27, 2020



Some of the produce from the market is shown being displayed

'Plastic free' market

The team from Gainsborough farmers' and craft market urged shoppers to get behind their traders during their 'plastic free' February market earlier this month. The campaign, which was led by the team at Marshall's Yard who co-ordinate the monthly market, made an effort to encourage shoppers to use re-usable shopping bags for their market shopping by giving away hundreds of re-usable bags on February 8. Marshall's Yard's centre manager, Alison Shipperbottom, said: "Visitors to Gainsborough's farmers' and craft market clearly want to reduce their reliance on single-use plastic and live more sustainably."

March

Market date – Saturday 14th March

Marketing

1. A press release was sent out to all local and regional press and media outlets.
2. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
3. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
4. The Marshall's Yard Instagram page was used to share the markets posts
5. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders, plus promotion of new traders Barrie's Baking and Mrs Wreath Designs
6. There was an extra push on promoting Mother's Day gift ideas.
7. The Market featured in the Marshall's Yard News
8. An advert was placed in Gainsborough Standard

Social Media Statistics

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 17,000 views. Posts were also shared in Connecting Gainsborough and by traders themselves.

Discover Gainsborough
Published by Marshall Yard [?] · Yesterday at 10:38 AM · 🌐

Fresh fish from @cappfish, the best regional cheese from @thecheeseshopholmfirth and fish cakes from @thefishcakeco all at Gainsborough's Farmers' and Craft Market



Discover Gainsborough
Published by Marshall Yard [?] · March 5 at 12:00 PM · 🌐

Gainsborough's Farmers and Craft Market is delighted to welcome local fudge producer @Barrie'sBaking!

Selling a delicious range of homemade fudge prepared in their 5 star rated kitchen in Gainsborough, Barrie's Baking offer a variety of flavours including white chocolate, strawberry, cherry bakewell and chocolate orange. Their delicious fudge can be purchased in bags, bars or treat boxes perfect for gifts or to share!... See More



Discover Gainsborough
Published by Marshall Yard [?] · March 11 at 10:00 AM · 🌐

Gainsborough Farmers' and Craft Market welcomes another new trader this Saturday 14th March - Mrs Wreath Designs!

Mrs Wreath Designs sells a wide range of delicate home decor, from printed candles and vases to gorgeous decorative slates and ornaments. If you're shopping for Mother's Day or gifts of any kind, be sure to visit her stall on Market Street this weekend!



1,358 People Reached 110 Engagements Boost Post

Press coverage – Gainsborough Standard

NEWS

Duo face burglary charges

Two men have been charged in connection with a series of burglaries around Gainsborough.

Kieran Thompson, 41, of South Street, Gainsborough and Jordan Clarkson, 26, of Stanley Street, Grimby were arrested on suspicion of a number of 'lock snap' burglaries.

They were charged with burglary at an address on Laburnum Avenue, Gainsborough, two properties on Middle Street, Scotton, at an address Mill Close, Blyth and burglary at an address on Manor Farm Drive, Starton by Slow.

Other charges include two counts of fraud by making a false representation and two counts of theft of a motor vehicle.

Both men have been remanded and will appear at Lincoln Crown Court on March 30.

Coronavirus has arrived in county

Lincolnshire has one confirmed case of coronavirus, it has been confirmed.

Public Health England said on Friday that the patient involved had recently returned from Italy.

It said it was contacting people who had been in contact with him or her. No details have been released of where exactly in Lincolnshire the case has been identified.

Dr Fu-Meng Khoo, centre director, Public Health England East Midlands, said: "Public Health England is contacting people who had close contact with one of the latest confirmed cases of COVID-19. This case is a resident of Lincolnshire and recently returned from Italy."

"Close contacts will be given health advice about symptoms and emergency contact details to use if they become unwell in the

14 days after contact with the confirmed case. This tried and tested method will ensure we are able to minimise any risk to them and the wider public."

The county council says it is working to help stop the virus spreading.

Derek Ward, Director of Public Health for the council, said: "It like to reassure people that the risk to the general public remains low and the local authority is working with health colleagues to do everything we can to stop the virus spreading and ensure the people of Lincolnshire are protected."

"Good hygiene is the best prevention and there are some simple steps you can take to protect you and your family by washing your hands regularly and thoroughly and if you cough, cover your mouth and nose with a tissue."

FARMERS' & CRAFT MARKET

2ND SATURDAY OF THE MONTH

MARKET STREET

9:00AM UNTIL 3:00PM



DISCOVER GAINSBOROUGH MARKETS



NB April & May markets were postponed due to lockdown

June

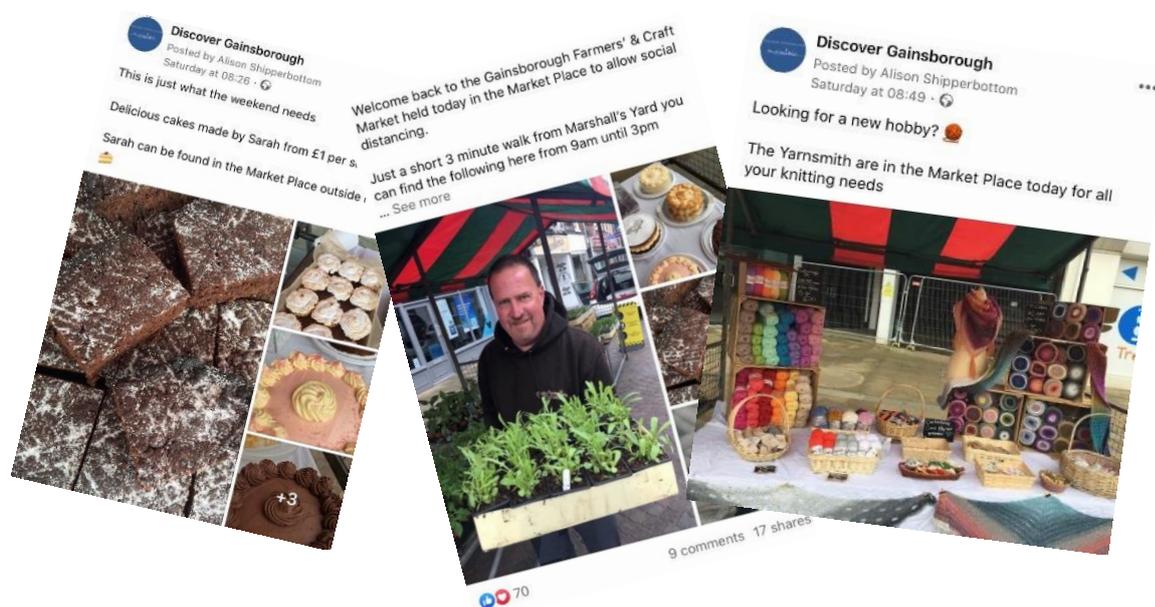
Market date – Saturday 13th June

Marketing

1. A press release was sent out to all local and regional press and media outlets.
2. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
3. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
4. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
5. The Marshall's Yard Instagram page was used to share the markets posts
6. A live interview was held with BBC Radio Lincolnshire to promote the market

Social media statistics

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 36,500 views. Posts were also shared in Connecting Gainsborough and by traders themselves.



July

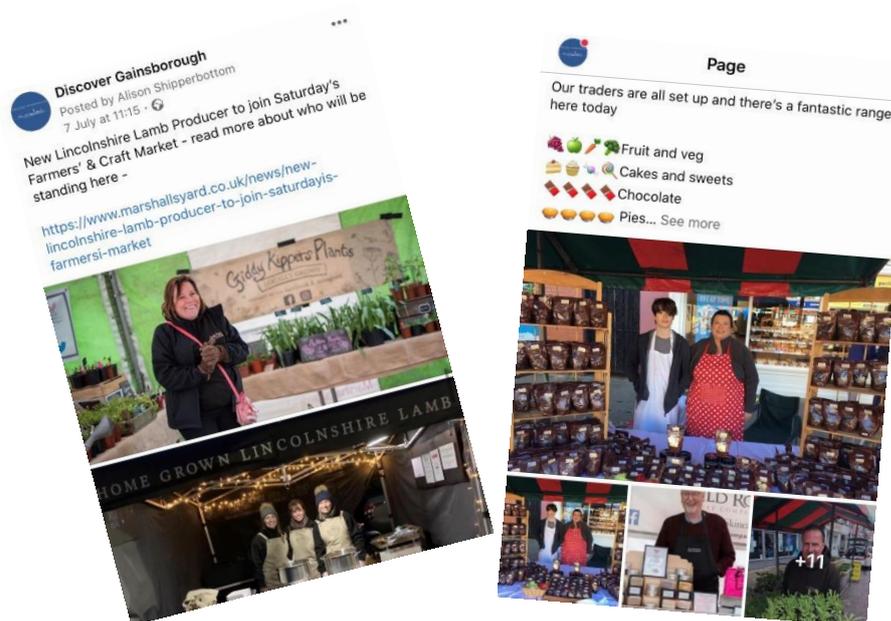
Market date – Saturday 11th July

Marketing

1. A press release was sent out to all local and regional press and media outlets.
2. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
3. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
4. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
5. The Marshall's Yard Instagram page was used to share the markets posts
6. A Lincs FM campaign rolled out advertising the market and its new location

Social Media Statistics

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 16,600 views. Posts were also shared in Connecting Gainsborough and by traders themselves.



August

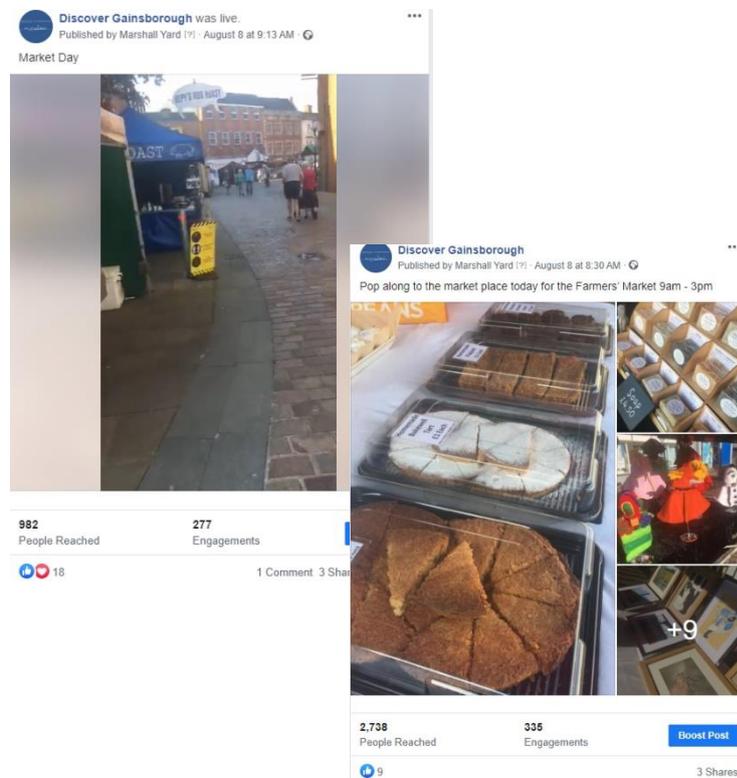
Market date – Saturday 8th August

Marketing

1. Lincs FM campaign rolled out advertising the market and it's new location
2. A press release was sent out to all local and regional press and media outlets.
3. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
4. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
5. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
6. The Marshall's Yard Instagram page was used to share the markets posts

Social Media Stats

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 16,600 views. Posts were also shared in Connecting Gainsborough and by traders themselves.



NEWS



The popular market was relocated to the town centre last year.

Farmers' market returns

Food lovers can sample the delights of Gainsborough's monthly Farmers' Market once more after the popular monthly event returned to the town. Stallholders included Curly Nook Jewellery, Giddy Kipper Plants and Wild Rose Soap, along with new trader, Frankie's Enchanted, who make children's fancy dress and imagination play costumes. Produce included WestWood Farm, Kevin Lees Pies, Patrick Capps Fish and the award-winning Redhill Farm.

Gainsborough's Farmers and Craft market is a joint initiative co-ordinated by Marshall's Yard with West Lindsey District Council. To find out more about the monthly market, log on to www.marshallyard.co.uk.

September

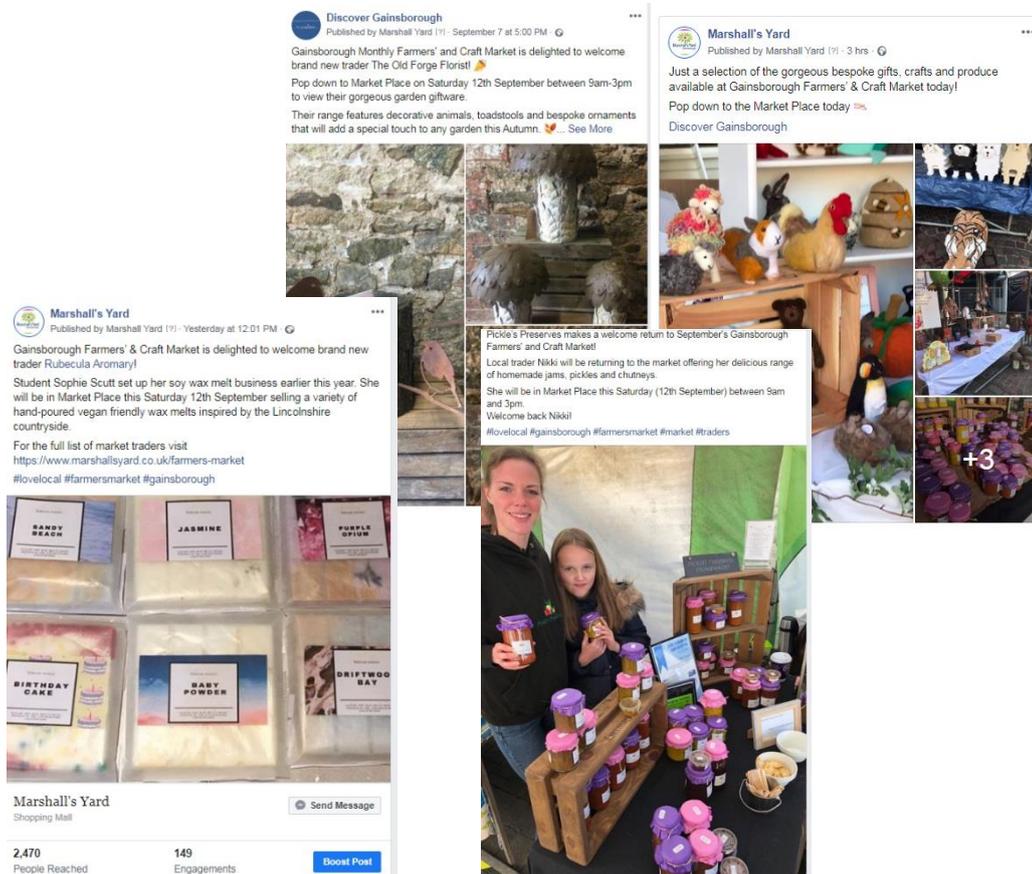
Market date – Saturday 12th September

Marketing

1. Lincs FM campaign rolled out advertising the market and it's new location
2. A press release was sent out to all local and regional press and media outlets.
3. Signage was placed at key entry points to the town and a large banner was on display on the Beaumont Street traffic light crossing.
4. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
5. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
6. The Marshall's Yard Instagram page was used to share the markets posts
7. An advert featured in Doncaster Free Press in September.
8. The ad was also displayed on their web channels, receiving approx 15,000 impressions in September.

Social Media Stats

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 22,200 views. Posts were also shared in Connecting Gainsborough and by traders themselves.



October

Market date – Saturday 10th October

1. A press release was sent out
2. The Discover Gainsborough and Marshall's Yard Facebook page was used to promote the market as well as posts shared to local Facebook forums to increase the reach to target audiences.
3. Trader profiles were also shared on all Facebook pages to really promote the authenticity of the traders
4. An advert featured in Doncaster Free Press in October.

Press Coverage



The market has lots of returning stalls as well as welcoming new traders

Monthly market is now bigger than ever

Shelley Marriott
shelley.marriott@medias.com
@shelleymarriott

A farmers' and craft market - which is now bigger than ever thanks to support from a growing number of traders and shoppers - is set to return to the streets of Gainsborough this weekend.

Following the recent move to the Market Place, the market offers a widely accessible area in which to browse the variety of stalls selling seasonal produce, sweet treats, bespoke crafts and gifts.

This month's market is on Saturday, October 10, from 9am to 3pm, and welcomes new trader Rubecula Aromary, selling handmade vegan wax melts.

Business owner Sophie Scott launched her enterprise during lockdown and since then has gone from strength to strength with customers snapping up her soy wax melts in a range of luxurious fragrances inspired by the Lincolnshire countryside.

Her range includes melts and starter packs perfect for Christmas gifts.

Making a return visit this month is Westwood Farm Lamb, once again selling their freshly prepared cuts of lamb, plus some special additions to the range including their gluten free Lincolnshire lamb sausages and lamb meatballs, their newest product.

October's market sees a further host of returning traders including The Old Forge Florist, Pickles Preserves, Westwood Farm Lamb, More Bees Please, Redhill Farm, Kevin Lees selling handmades, Eleanor Rogerson Enamel and Copper, Mount Pleasant Windmill, Capps Fish, Sarah's Sweet Treats, A Stab in the Wool/The Man from Skidby, Wild Rose Skincare, Giddy Kipper Plants, The Cheese Shop and Hopy's Hog Roast.

Charlotte Toplass, Marshall's Yard tenant liaison executive, said: "We are looking forward to another exciting Gainsborough Farmers' and Craft Market taking place.

"There has never been a better time to shop local, with a growing number of traders we encourage visitors to come down and stock up on everything from fresh meat, artisan breads and cheeses, plus natural beauty products and gifts in a safe, accessible environment."

For more information about the farmers and craft market, visit www.discover-gainsborough.com.

MP joins in with university debate

Gainsborough's MP has weighed in on the debate about whether to end university teaching early to get students home for Christmas.

Education Secretary Gavin Williamson has said he is determined to get university students home for the festive season.

Mr Williamson said his department was working with universities to make sure families could be reunited - including ending teaching earlier.

He suggested this would include cutting short teaching timetables, if necessary, to give students attending at-risk universities a chance to quarantine so they can return home safely.

The early ending would mean that, if students develop symptoms on the last day of teaching, they still have two weeks to spend in their room and can get home in time for Christmas.

Sir Edward Leigh warned universities should not become places of "enforced lockdowns".

"We cannot destroy the life chances of the young. If you're doing history, you cannot be condemned to permanent online teaching, you might as well sit at home. Why have you paid all this money?"

Mr Williamson told MPs in the House of Commons: "I know there has been some anxiety about the impact safety measures will have on the Christmas holidays.

"Students are important members of the communities that they choose to study in.

"We expect them to follow the same guidance as those same local communities.

"We are going to work with universities to make sure that all students are supported to return home safely and spend Christmas with their loved ones if they choose to do so."

Firms join forces to weather pandemic

Two Gainsborough retailers have formed a strong partnership to help them through the coronavirus pandemic.

Browns is the first High Street retailer to stock a new beauty and skin care range which has been produced by Gainsborough salon, Rochell Rose.

Both Browns and Rochell Rose are located at Marshall's Yard in Gainsborough and they have been supporting each other through what has been a difficult time for both the retail and beauty industry.

The Gainsborough store will be the only store to stock the new range initially which includes a vegan self-tanning mousse, vegan coffee body scrub, facial scrub, collagen eye gel and face cream, all of which are cruelty-free and 100 per cent natural.

Amy Benson, of Rochell Rose, said: "I cannot express enough my thanks to the team at Browns for believing in my product range and allowing me a platform to sell these to the shoppers in Browns.

"It's amazing to see such a big well-established business helping out a tiny start-up like mine and it makes you realise that, with hard work and by building relationships, anything really is possible."

Jodie Pacey, assistant store manager at Browns, said: "2020 has been a very challenging year for all businesses due to Covid-19, but particularly close contact services.

"We know Amy's background and how hard she worked to get her salon up and running in Marshall's Yard and we really wanted to do something to help our neighbour out.

"The range will add a new offer to our wonderful store and we very much look forward to offering these gorgeous products to our customers."



Amy Benson of Rochell Rose at the product launch

Press Advert

FARMERS' & CRAFT MARKET
2ND SATURDAY OF THE MONTH
MARKET PLACE
9.00AM UNTILL 3.00PM

Come and spend the day in Gainsborough. Enjoy four hours parking for £1 in Marshall's Yard, browse the latest brands including Whistles, Robell and Hobbs at Browns Department Stores, Seasalt, FatFace, Wilko, Next and M&S Foodhall, visit the monthly farmers' market in the town centre before enjoying a bite to eat at The Forge, Gainsborough's newest restaurant!

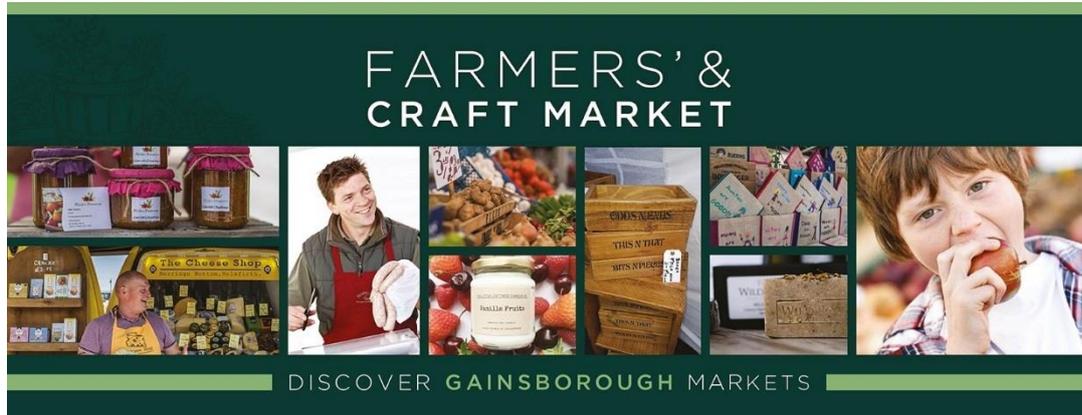
DISCOVER GAINSBOROUGH MARKETS

www.discovergainsborough.com

The above advert featured in Doncaster Free Press in September and October.

The ad also displayed on their web channels, receiving approx 15,000 impressions in September (October's figures TBC).

Social media adverts



Website promotion

The Marshall's Yard website features a tab which includes details of the forthcoming market and is updated monthly to show which traders will be attending. There is an additional tab with information on how the market was launched and how traders can join.

Market page

GAINSBOROUGH'S FARMERS AND CRAFT MARKET

[Home](#) » [Market](#)



GAINSBOROUGH'S FARMERS AND CRAFT MARKET - NEXT MARKET SATURDAY 10 OCTOBER

Gainsborough's monthly Farmers' & Craft Market is held on the second Saturday of every month and was relocated to the town centre last year as part of a joint initiative coordinated by Marshall's Yard with West Lindsey District Council.

Previously located on Market Street, the market has now move just a few feet into the Market Place within Gainsborough town centre - just a minutes walk from Marshall's Yard. The additional space within the Market Place will better allow for social distancing ensuring a fully safe shopping environment for both traders and customers.

The market offers the best in fresh, local, homemade and handmade produce from a variety of local traders outdoors in the fresh air.

For a full list of traders attending the next market please see below:



GIDDY KIPPERS PLANTS

Plant producers - home growers
Plants for your garden and gifts

CONTACT DETAILS

Contact: Jo Storr

Email:
joannastorr@icloud.com

Website:
<https://www.facebook.com/Giddy-kippers-plants-211063496484736/>



HEPYS HOG ROAST

Hog roasted on the spit, also available pork and apple burgers, sausages and hot drinks
Available Saturday 8th and Sunday 9th April

Also available at the Yard every Tuesday

CONTACT DETAILS

Contact: Hepys Hog Roast

Website:
<https://www.facebook.com/HepysHogRoast/?fref=ts>

Address:
Doncaster

Trader information page



INFORMATION FOR TRADERS AT THE GAINSBOROUGH FARMERS & CRAFT MARKET - NEXT MARKET SATURDAY 10 OCTOBER

Gainsborough Farmers' and Craft Market was re-launched in April 2019 with 20 stalls selling top quality produce from the local area plus now handmade crafts as well.

The market is held within the town's Market Place (close to Marshall's Yard) on the second Saturday of every month from 9am to 3pm.

If you are interested in joining our monthly market please complete the application form and send through a copy of your liability insurance and an image of your products.

Download the market trader application form.

For a 3m x 3m fully covered stall the cost is £15+VAT and this also includes two tables and power if required.

Please make sure any electrical goods are PAT tested and safe to use.

If you have any more questions please be in touch with centre management.

There are further specialist markets held throughout the year on our events - please keep an eye on our events page and contact centre management on 01427 810706 to find out more or email alison.shipperbottom@marshallsyard.co.uk to register your interest and obtain a stall booking form.



Market growth

The market has grown consistently throughout 2020. Despite a temporary break due to Covid-19 the market has remained popular with traders and customers. Attendance was low initially post lockdown but momentum gathered quickly and it is back to almost full capacity.

The move of the event from Market Street to Market Place means the stalls are widely accessible for customers to socially distance meanwhile encourages visitors from all directions ie those travelling from the bus station, from Marshall's Yard and those walking through the town centre.

Continental Food Market August 2020

The Continental Food Market was held Saturday 29th – Monday 31st August from 10am to 5pm.

RR Events ran the market which was hosted at both Marshall's Yard and the Market Place.

The weather was dry all weekend with Sunday being the best day with sunshine and the warmest day of the weekend. Due to COVID-19, the location of the market was in both the marketplace and Marshall's Yard, this allowed more space for social distancing and space for queues.

There were 25 traders along with Saturday market traders.

Traders

A variety of products were sold including.

Greek Gyros
Macaroons
Dipple Tipple alcohol
Slush Puppies
Brownies
Noodles
Cheese
Turkish delicacies
Burgers
Sweets

Feedback from the traders was all positive commenting on how lovely the atmosphere was and how welcoming and grateful the people were.

The footfall was relatively high throughout the weekend and often stalls had queues.

WLDC Footfall counter sensors

No footfall data available from WLDC.

Store Feedback

- Overall, the market helped increase footfall within the marketplace over the weekend.
- The market created a great atmosphere and stores reported it was nice to have something uplifting and a positive focus.

Marketing

1. A press release was sent out.
2. Signs were placed on lamppost around Gainsborough. With larger signs on the tractor round about and railings near Marshall's Yard.
3. The Discover Gainsborough Facebook page was used to promote the market
4. The Marshall's Yard Facebook and Instagram page was used to share the markets posts

Social Media Stats

Posts shared on the Discover Gainsborough and Marshall's Yard Facebook pages plus the event set up on the Marshall's Yard Facebook page reached over 79,000 views. Posts were also shared in

Connecting Gainsborough.

Marshall's Yard
August 22 · 🌐

Calling all foodies! 🍴

📍 Gainsborough Continental Street Market takes place this Bank Holiday Weekend (29th, 30th and 31st August). 📍

Held in Marshall's Yard and the town centre, the market will open on Saturday 10am - 6pm, and 10am-5pm on Sunday and Monday.... See More

👍 🗨️ 📄 217 123 Comments 125 Shares

Like Comment Share

View Post on Facebook

Discover Gainsborough
August 22 · 🌐

Gainsborough will host a Continental Street Market this Bank Holiday Weekend!

Find foods from around the world, craft stalls plus local produce from our regular local traders.

<https://www.discovergainsborough.com/.../gainsborough-t>

DISCOVERGAINSBOROUGH.COM

Gainsborough to host three day Continental Street this Bank Holiday Weekend

👍 🗨️ 📄 7

Like Comment Share

Marshall's Yard
August 27 · 🌐

COMPETITION TIME

To celebrate our return to Gainsborough this weekend we're running a competition. We will be giving away 40 £5 vouchers to redeem at the Continental Market on any of the Continental Market stalls. 20 vouchers to spend on the traders who will be in Marshall's Yard and 20 vouchers for the traders in Market Place.

It's completely free to enter and the vouchers can be collected from our staff on site at any time during the market (Saturday to Monday)... See More

SAT, AUG 29
Gainsborough Continental Street Market

Instagram

marshallsiyard.gains
Gainsborough, Lincolnshire

marshallsiyard.gains 📍 Gainsborough Continental Street Market is now open! 📍 ... more

View Post on Instagram

Marshall's Yard
August 29 · 🌐

It's time to enjoy some tasty treats!!

Continental Street Market is attending Gainsborough Continental Street Market

August 29 · 🌐

Marshall's Yard
August 29 · 🌐

Gainsborough Continental Street Market is now open! 📍

Visit Marshall's Yard and Gainsborough town centre this weekend to explore a range of world dishes including Greek, German and Asian cuisine, hot and cold food and drink, fresh produce, plus sweet treats, crafts and gorgeous gifts.

The outdoor market is open from 10am - 6pm today and 10am - 5pm on Sunday and Monday. ... See More

👍 🗨️ 📄 61 22 Comments 8 Shares

Like Comment Share

View Post on Facebook

Marshall's Yard
August 29 · 🌐

It's time to enjoy some tasty treats!!

👍 🗨️ 📄 61 22 Comments 8 Shares

Like Comment Share

Most Relevant

Comment as Marshall's Yard

Stephanie Chivers
Just had the gyros and it was delicious
Like Reply Message · 17w

Natalie Louise Plumtree
Claire Jackson - we can have a wander down tomorrow if you fancy it xxx
Like Reply Message · 17w

Operations/Health & Safety

RR Events managed the set up and had stewards on hand throughout the weekend.

There was a stall set up in the Market Place and Marshall's Yard offering hand sanitiser free to customers

A risk assessment was drawn up by RR for the market.

Social distancing reminders and signage were placed around the Market Place and Marshall's Yard.

Traders erected their own stalls which were spaced out to allow for social distancing.

Agenda Item 6c



**Prosperous Communities
Committee**

Tuesday 26th January 2021

**Subject: Lincolnshire Homes for Independence Blueprint and HHCDG
workstream**

Report by:

Chief Executive

Contact Officer:

Diane Krochmal
Assistant Director Homes and Communities

diane.krochmal@west-lindsey.gov.uk

Purpose / Summary:

To present the Lincolnshire Homes for Independence Blueprint which sets out shared and common aims and principles for achieving housing, health and care outcomes across the county

RECOMMENDATION(S):

That Members agree that West Lindsey will work towards meeting the objectives set out within the Lincolnshire Homes for Independence Blueprint

IMPLICATIONS

Legal: None arising from this report

Financial : FIN-133-21/TJB

None arising from this report

Staffing : None arising from this report

Equality and Diversity including Human Rights :

All work streams arising as a result of this report will be sensitive to the diverse needs of our communities.

Data Protection Implications : None arising from this report

Climate Related Risks and Opportunities:

Work streams arising from this report in relation to new development and improvements to existing dwellings will provide opportunities to reduce carbon emissions and protect against climate change where viable to do so.

Section 17 Crime and Disorder Considerations:

Improvements to homes and environment have a positive impact on anti social behaviour.

There is a requirement to meet the housing needs of victims of crime including those fleeing domestic abuse.

Health Implications:

There is a range of evidence that supports the fact that both mental and physical health is impacted positively through access to a safe, warm and accessible home. The prime focus of work streams arising from this report will be to ensure that people have access to such accommodation to enable everyone to live as independently as possible for as long as possible.

Reducing health inequalities and promoting wellbeing across the district is a priority within the West Lindsey Corporate Plan 2019 - 23

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

[http://democracy.sharedlincs.net/documents/g2078/Public%20reports%20pack%2029th-Jan-2019%2018.30%20Prosperous%20Communities%20Committee.pdf?T=10&\\$LO\\$=1](http://democracy.sharedlincs.net/documents/g2078/Public%20reports%20pack%2029th-Jan-2019%2018.30%20Prosperous%20Communities%20Committee.pdf?T=10&LO=1)

Risk Assessment : n/a

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 Lincolnshire Health and Wellbeing Board (HWB) created the Housing Health and Care Delivery Group (HHCDG) as a subgroup to deliver one of its seven priorities - housing. The Board is one of only 14 across the country who have housing as a priority and recognise its importance and the need to connect housing services with health and social care in achieving and maintaining good mental and physical health.
- 1.2 Established in 2017 the aim of the HHCDG is to provide strategic direction and oversight to the wider Homes for Independence agenda in an integrated and collaborative manner. With a focus on closer integration of housing health and care the group seeks to address shared issues and align strategies.
- 1.3 The HWB recognises the important role played by district councils in the provision of or enabling the provision of housing through their planning and policy functions and therefore the need to engage with the sector to promote better integration of health, wellbeing and housing.
- 1.4 The links between housing and better physical and mental health outcomes are varied and cannot be met by organisations working in isolation;
 - affordable and warm housing can help people to stay physically well and assist in recovery times from ill health.
 - The provision of housing that is suitable to an individual's additional needs assists in sustained independence and lowers demand for residential and nursing care.
 - Good quality housing suitable for an individual's additional needs reduces the likelihood of falls and other forms of physical injury.
 - A warm, safe, affordable and secure place to sleep is a prerequisite of better mental health, which is a foundation for all other health issues.
 - Initiatives to tackle Homelessness for those with complex and chaotic lifestyles have to be through a multi-agency approach as it is more than the physical homelessness that needs to be addressed

2 Purpose of Homes for Independence Blueprint

- 2.1 At a meeting of the Prosperous Communities Committee on 29th January 2018 Members endorsed a Memorandum of Understanding agreeing to work together across housing, health and social care to deliver positive health outcomes for residents of Lincolnshire through the home.
- 2.2 The MOU articulated the benefits of collaborative working and created the opportunity for a better understanding of the preventative role that housing can play in achieving positive health outcomes and sustaining independence. This blueprint builds on the set of principles adopted through the MOU and will further embed the role housing has to play in

achieving health outcomes through the holistic approach taken by the Council.

- 2.3 Collectively members of the group have worked towards the development of the document. It is a high level vision and call to action to partners across the housing health and care sectors to identify and seek to provide a greater range of housing options to meet housing and housing related support needs and will form the basis for some of the work of the council within the Homes and Communities business area.
- 2.4 The blueprint, attached at appendix 1, will be owned by the HHCDG and will focus on;
- growing the supply of appropriate housing to meet a range of specific housing needs
 - aiming to influence the design, location and number of homes delivered
 - secure better outcomes from existing resources
 - enable residents of West Lindsey and Lincolnshire to plan ahead to meet their housing needs
- 2.5 The audience for the blueprint is senior managers, board members and Members who work across housing, health and care sectors as well as those who may be less familiar with the housing and health agenda.
- 2.6 The aim is that it can be used for project planning, providing evidence and justification in decision making processes as well as focusing the efforts of members of the group on actions to secure greater provision of a wide range of housing choices and to further integrate services designed to promote independent living.

3 National and Local influences

- 3.1 In recent years there are a number of national and local changes which have influenced the development of this blueprint and have also provided the focus of work within the HHCDG;
- The One Public Estate (OPE) programme began its review of public sector land-holding to ensure that best use is made to meet local needs and ensure that communities can live, work and access the services they need
 - The Greater Lincolnshire Housing Delivery Group developed a Housing Development Programme to meet rising demand for new homes.
 - LCC developed an Extra Care Strategy supported by a capital programme to deliver up to 600 units of accommodation across the county, predominantly for older people with aim of providing an alternative to residential care

- The Greater Lincolnshire local authorities jointly commissioned research on the future housing and support needs of our ageing population. Delivered by Housing LIN, the national advisory body on housing with care, and split into 2 phases the research provided both quantitative and qualitative evidence of need.
- Disabled Facilities Grants (DFGs) became part of the Better Care Fund (BCF). The districts have developed policies and protocols for working more closely together.
- The Lincolnshire Wellbeing Service, Wellbeing Lincs, was commissioned for a potential ten year period, helping people stay connected within local communities and supporting access to minor adaptations and equipment.
<https://www.wellbeinglincs.org/>
- National legislation has enhanced and extended the duties of district councils through the Homelessness Reduction Act (2018)
- Lincolnshire County Council (LCC) re-commissioned Housing Related Support services for young people and adults, and Domestic Abuse Refuge accommodation
- Districts have secured significant but short-term funds to support rough sleepers.
- LCC colleagues with partners have developed a Hoarding Protocol sitting within the Lincolnshire Safeguarding Adults Board policies and procedures.
- Integrated Care Systems are developing, seeking to align and integrate health and care services.
- Personalisation agenda continues to be a priority.
- New technologies are emerging to support independent living for people with a wide range of needs.
- Lincolnshire has become the rural strategic partner for the Centre for Ageing Better <https://www.ageing-better.org.uk/>

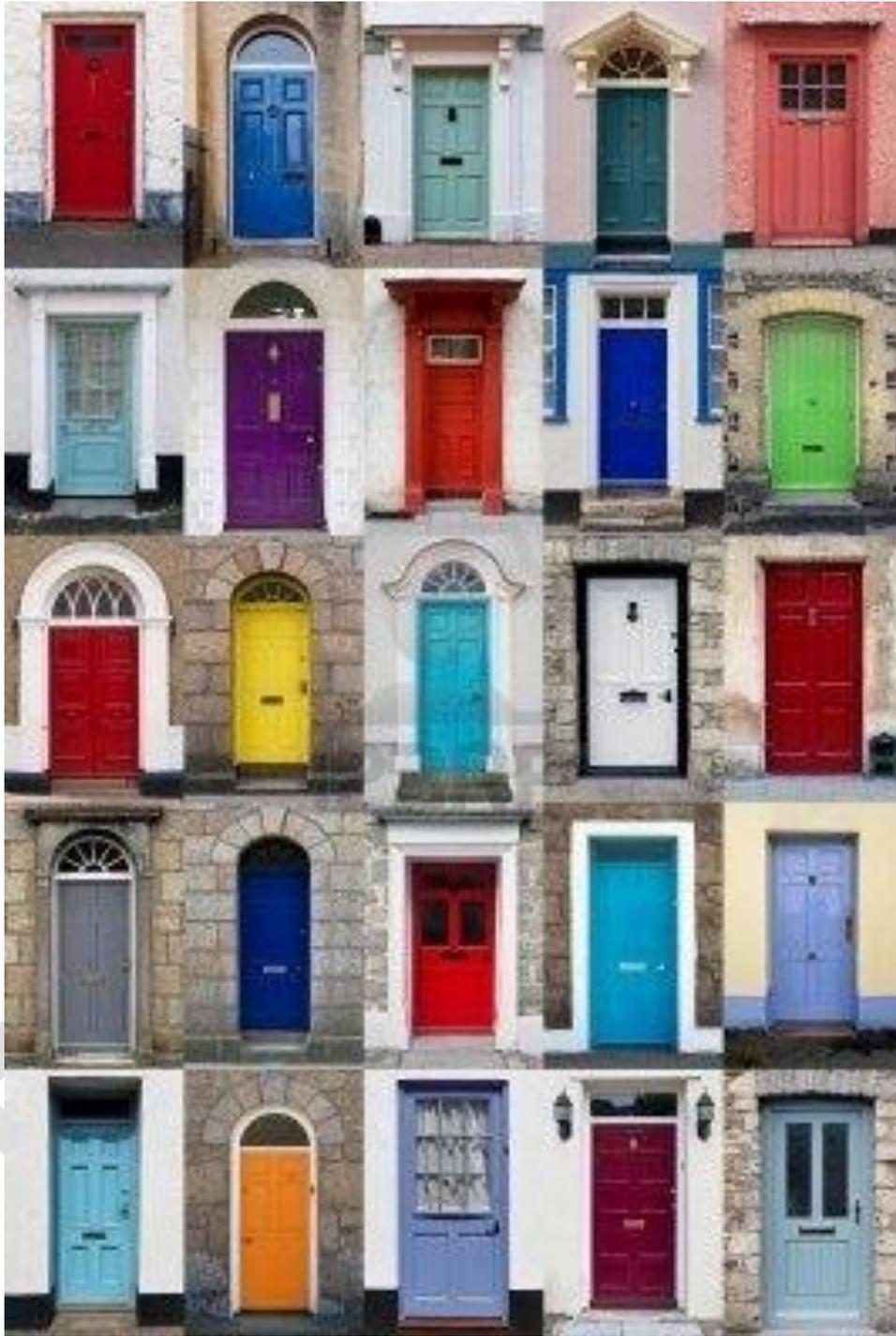
4. Conclusion

- 4.1 The Homes for Independence Blueprint was endorsed by the HWB on 1st December 2020 with the recommendation that relevant partners adopt the blueprint through the appropriate decision making processes.

- 4.2 The document appended to this report is a final draft version. The highlighted sections are links to documents which will connect within the published version which is expected at the end of March.
- 4.3 Programmes of work that contribute to meeting the objectives within the Homes for Independence blueprint will be delivered through a delivery plan. This plan supports the work of the HHCDG who oversee the housing priority within the Lincolnshire Joint Health and Wellbeing Strategy. The delivery plan is currently under review and will set out a number of collaborative actions which organisations across the housing, health and care sectors will come together to deliver.

5. Recommendation

- 5.1 That Members agree that West Lindsey will work towards meeting the objectives set out within the Lincolnshire Homes for Independence Blueprint



Lincolnshire Homes for Independence

Blueprint for the Housing Health and Care Delivery Group

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CITY OF
Lincoln
COUNCIL



Foreword

People of whatever age and from whatever background deserve to live in a safe, warm home with as much independence as they can achieve, with appropriate and timely support.

Those of us that have come together to create this blueprint for Lincolnshire Homes for Independence recognise the multiple benefits to residents and our organisations of having the right homes, of good design, in the places where people choose to live their lives.

It is more than having a roof over our heads. Having somewhere that we call 'home' is a fundamental requirement for us to maintain good physical and mental health. That is why, working in collaboration through our countywide partnerships, we will do more to address the shortcomings of current housing and ensure that new homes provide the quality of life that people desire.

We look forward to working together to deliver more, high quality, flexible, contemporary housing and support for Lincolnshire's residents.



Cllr Wendy Bowkett
Chairman
Housing Health and Care Delivery Group



Cllr Sue Woolley
Chairman
Health and Wellbeing Board



John Turner
Chief Executive
NHS Lincolnshire Clinical Commissioning Group

1. Housing, health and care – an introduction

"A job, a safe and warm home and someone to care for and about are the foundation of what works for improving health"

Duncan Selbie, Former Chief Executive, Public Health England

Introduction

Evidence shows that living in familiar, safe, accessible, warm accommodation that we call 'home' is more likely to promote mental and physical wellbeing, and to reduce hospital admissions, social isolation and loneliness.

Our vision is for people to live independently, stay connected and have greater choice in where and how they live.

People need reliable information to make informed choices, and a choice of quality housing that is affordable, which meets their needs. Right-sized, contemporary, well designed and equipped homes allow people to live and age well in their current home and/or move to a home better suited to their needs. Where people need support, better integrated housing, health and care services can help them live safely and independently in their chosen home.

Lincolnshire Homes for Independence blueprint does not address all aspects of housing but does identify those who may need extra help to maintain their wellbeing and independence e.g. those with health needs, those moving from a hospital in-patient facility and care leavers amongst others. It considers the need to build different types of homes, to use new technologies, and to develop new working practices. It is a **call to action** for all agencies, including businesses and housing developers, to work together to secure the best possible homes and services for Lincolnshire's residents, now and in the future.

Lincolnshire's Health and Wellbeing Board (HWB) prioritised housing in its Joint Health and Wellbeing Strategy (JHWS) recognising its importance to achieving improvement in health and wellbeing outcomes. The Housing, Health and Care Delivery Group (HHCDG) set up by the Board includes the County Council, the seven District Councils, Registered Providers (Housing Associations), local National Health Service (NHS) bodies and the Department of Work and Pensions (DWP).

Through this countywide forum we are committed to working together as it is clear that housing conditions influence our physical and mental health and wellbeing at all stages of our lives. Poor housing is associated with increased levels of stress, anxiety and depression. Living in a warm and dry home can improve general health outcomes specifically reduce respiratory conditions. The partnership is, therefore, committed to improving health and wellbeing through the home.

This blueprint responds directly to the need for a safe and warm home. The objectives set within the document and the associated Delivery Plan determine how collectively and through the wider support services, independent living and contribution to jobs and social contact can be achieved. In doing so it addresses health inequalities which exist, making it more difficult for some people to maintain a home than others. The Coronavirus pandemic lockdown in early 2020 highlighted these issues where people were asked to remain in unsuitable homes for many weeks, with a noticeable decline in their personal wellbeing.

The blueprint is a high level statement and call to action to partners to identify and strive to meet the housing and related support needs of those in Lincolnshire who need something other than mainstream market housing. Organisations are buying in to a journey and committed to shared ownership of the HHCDG Delivery Plan actions. The HHCDG Delivery Plan sets out the detailed actions to achieve the blueprint's objectives. Outcomes from these actions might require partners to take things through individual decision-making processes.

The audience for the blueprint in the partner organisations is senior managers and board members who are less familiar with the housing and health agenda than those working in the field – but who will nevertheless be making commissioning and funding decisions. Those working in the field can use it for their project planning and as justification in their decision-making processes. It aims to focus the efforts of the HHCDG members on actions to secure greater provision of a wider range of housing choices, and to further integrate services designed to support independent living and housing for life.

DRAFT

2. Understanding needs and opportunities

Lincolnshire's Joint Strategic Needs Assessment

Joint Strategic Needs Assessment (JSNA) topics provide a robust evidence base of housing issues and need. These are updated regularly,

<p style="background-color: yellow; display: inline-block; padding: 2px;">Housing Standards and Unsuitable Homes</p>	<p style="background-color: yellow; display: inline-block; padding: 2px;">Insecure Homes and Homelessness</p>
	<p>This considers people who do not have the security of a decent home</p> <ul style="list-style-type: none"> • Factors leading to people losing their homes • Homelessness or the risk of becoming homeless • Rough sleeping
<p>This looks at the following and the effect on health and care:</p> <ul style="list-style-type: none"> • Poor condition existing homes • Cold homes and fuel poverty • Unsuitable homes (e.g. overcrowded or needing adaptations) • Design standards for new homes • Demand for supported housing 	

Lincolnshire's population is diverse and geographically dispersed, requiring a range of housing and care provision to meet local needs. There is a shared understanding of the importance of suitable housing to a sense of wellbeing and good health, as noted in the [Care Act \(2014\)](#) statutory guidance:

"Housing is a crucial health-related service which is to be integrated with care and support and health services to promote the wellbeing of adults and carers and improve the quality of services offered."

Housing Supply

Greater Lincolnshire¹ local authorities are committed to building more homes to meet the demand arising from population growth. Up to 100,000 new homes are estimated to be needed by 2031. The Housing Infrastructure Group (HIG), reporting to Lincolnshire's Chief Executives, has developed Lincolnshire's **Growth Strategy**, incorporating the **2050 Vision**, ensuring appropriate infrastructure to facilitate housing development.

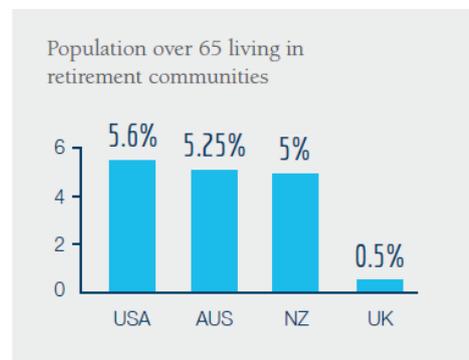
This blueprint complements the **Local Industrial Strategy** and Growth Plan developed by Greater Lincolnshire Local Economic Partnership (GLLEP). A thriving economy needs housing for its workforce; housing, health and care agencies need a skilled workforce; being employed helps people have greater housing option choices in the short and long term.

More homes of all types are needed. For example, currently, some people with mental health issues or learning difficulties are placed in homes out of the county. However, this blueprint emphasises the importance of quality, good design and integration with the surroundings to create resilient communities.

Houses need designing to reduce the need for people to move home or for costly adaptations to their homes as their needs change over time. Some thoughtful design such as considering the location of sockets and the width of doorframes does not have to significantly increase build costs but will extend choice and promote independence for more people. Building Regulations set a minimum specification covering accessibility for visitors with disabilities. Local Plan policies can set space and design standards and higher standards for accessibility, including for full wheelchair use and additional design standards can be set in supplementary planning documents. Some people will wish to move a smaller home when families disperse or they become less able to maintain it. For people who need to move to meet a specific complex need, particular design requirements may be negotiable, especially with Registered Providers (Housing Associations) but also with private developers.

Where people of any age feel vulnerable due to their circumstances (e.g. being at risk becoming homeless or having a disability) or their mental or physical health declines or they live alone or need additional care and support; a wider range of accommodation is needed as a realistic alternative to remaining in unsuitable accommodation or moving to residential care, which are currently the only options for many. This accommodation should offer a range of tenures with options to purchase (outright or shared ownership) or rent (social and private) depending upon people's preference and circumstances.

In the UK, there is an under-provision of retirement accommodation compared to other countries. Where the private market does not provide it the state may need to intervene to deliver or provide financial support to the private sector. Councils and Registered Providers may build and manage such accommodation. In certain cases public money (Government and/or local authority funds) could be offered to private developers to help meet specific needs.



Source: Associated Retirement Community Operators,

2019

¹ Greater Lincolnshire refers to the local authorities making up the county of Lincolnshire, North East Lincolnshire and North Lincolnshire

In the UK, there are around 60,000 units for people over 65 with the proportion of the population predicted to need this rising to 2.5% by 2030 requiring an additional 250,000 new or adapted units.

We will maintain details of and map the location of extra care housing and units of accommodation for younger people with health needs in Lincolnshire and make this information available.

Greater Lincolnshire's Housing Authorities commissioned research in 2018 to identify housing needs of older people. As at September 2019, the net additional demand in Lincolnshire is for 2,040 units of housing with care, including extra care housing ([Housing LIN report, 2018](#)). The outcomes highlighted the need for other affordable options including shared ownership.

Housing LIN Research in Lincolnshire in 2018

- A shortage of units of housing for older people, and a significant shortage of units for sale / shared ownership compared to those for rent
- A shortage of housing with care, both for rent and for sale in most Districts, including extra care / 'assisted living' schemes with 24/7 care available on-site and housing schemes that offer bespoke care services, even if these are not full on-site 24/7 care, both for rent and for sale
- A significant number of residential care beds and nursing care beds with evidence of over-provision in some areas.

National Evidence

A national discussion paper² determined that 9,400 housing support units are required for working age adults (WAA) with Physical Disability (PD) in England in 2020, rising to 9,600 by 2030 (based on ONS projections of population increase during that time period).

Local Intelligence

As part of modelling work around need and demand for ECH in Lincolnshire, the Public Health Intelligence Team (PHIT) reviewed national evidence to determine a provisional estimated number of supported housing units required in the county for different cohorts. Lincolnshire's population represents 1.2 per cent of the population of England; 116 units (for 2020) is the 1.2 per cent of the total units estimated for the country. These demand estimates need to be reviewed in relation to Learning Disabilities and mental health and will be used to inform the emerging Specialist Adult Services Accommodation Strategy.

PANSI data projects a 1.33 per cent reduction in the number of 18 to 64 year olds with a serious disability in Lincolnshire between 2020 and 2030.

Based on these projections it appears there will be little increase in demand for supported accommodation for Working Age Adults, but a significant increased demand for people with Learning Disabilities. The focus is on current supply and utilisation to help assess whether current supply is sufficient to meet current demand.

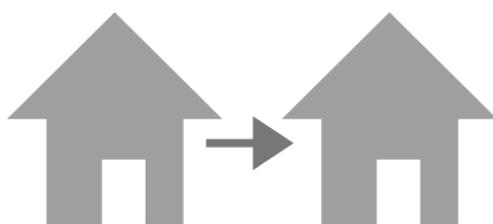
² Projected Demand for Supported Housing in Great Britain 2015 to 2030, PSSRU Discussion Paper DP2931, LSE, March 2017, Raphael Wittenberg and Bo Hu

Table 1 Provisional estimated units of supported housing using national ratios Lincolnshire³	2020	2030	2018-30%
Older people population (65+)	182,482	221,067	21.1%
Est. units of supported housing older people (65+)	7,431	8,963	20.6%
Working age adults population (18-64)	431,183	427,428	-0.9%
Learning disability	497	737	48.2%
Mental health problems	381	384	0.9%
Physical disability or sensory impairment	116	118	1.8%
Single homeless people	387	384	-0.8%
Other working age clients	665	661	-0.5%
Est. units of supported housing adults (18-64)	2,046	2,285	11.7%
Sum Total units of supported housing	9,477	11,248	18.7%

Source: Public Health Intelligence Team, 2019

The same authorities commissioned further research in 2019 (**Housing LIN report, 2019**) which identified that many older people are keen to move, and many of those who are undecided will consider other available options. Supporting people to move is likely to release 3 and 4 bedroom homes into the general housing stock, relieving some of the overall pressure on demand for housing.

Focus group key message



53% are considering a move at some point in the future

The main reasons for people moving were:

- **Live in a smaller home (46%)**
- **Live in a more accessible home (37%)**
- **Change of personal circumstances (35%)**
- **Closer to family / friends 27%**



Source: Housing Learning and Improvement Network, August 2019

Housing Quality and Environment:

There are opportunities to improve the quality of homes and the environment around them in both new build developments and regeneration areas. Planning and infrastructure matters in relation to the growth agenda and bringing forward housing delivery are overseen by the Housing Infrastructure Group (HIG) and so the Housing and Health and Care Delivery Group (HHCDG) will work closely with HIG to achieve common objectives.

Proposals to reform the national Planning system emphasise design guides. These are particularly important where conversion of redundant commercial units into housing may be

³ Rates derived from: Projected Demand for Supported Housing in Great Britain 2015 to 2030, PSSRU Discussion Paper DP2931, LSE, March 2017, Raphael Wittenberg and Bo Hu
Population projection 2016 based (ONS)

permitted development rights rather than requiring planning permission and the requirements that this might bring.

There are a number of things to take into account:

- Location - connected to community, work and services.
- Visual impact, layout and landscaping.
- Open space.
- Routes and movement.
- Size and layout of the home and accessibility within the home – able to provide for all the household's requirements.
- Noise, light, services and adaptability.
- Accessibility within the home.
- Sustainability - the design should include standards on insulation, glazing, fuel efficiency to reduce fuel poverty, support climate change and our aspirations around decarbonisation and the move to net zero carbon emissions.
- External environment.

Housing design needs to take account of how people want to use their home and its surroundings. The home needs to remain affordable to the resident and provide a stable and secure base, but the layout of streets, the level of footfall, type of lighting, access to green space, etc. all matter and may differ in urban and rural locations. Smart homes which use new technologies in their build and a support how people live are also important particularly for those in caring roles and for those living with disabilities and long term conditions. Building to higher standards may have some impact on build costs and so it will be ensured that development viability and deliverability is not compromised. Mechanisms for ensuring housing is built to this standard will need to be embedded in to development management processes at district council level.

There are a number of existing best practice guides around developments and integrating with existing settlements that can influence the development of a Lincolnshire Design Guide for health and wellbeing:

1. **Building for a Healthy Life** (formerly Building for Life 12)
2. **Putting Health into Place** – the guidance resulting from the **NHS Healthy New Towns Programme**.

Local design codes will need to avoid simply repeating the commitments in guides such as these and instead should offer practical standards to drive improvements in development quality across the county.

There is a strong emphasis on the need for Green and Blue Infrastructure with the benefits of:

- Improving people's mental and physical health
- Encouraging physical activity
- Reducing air pollution, if carefully designed
- Protecting against climate change; for instance, by helping to reduce flood risk, cooling urban areas during heat waves, storing carbon, or preventing soil erosion
- Increasing biodiversity
- Growing food locally
- Attracting investment
- Improving the soundscape

There are changes to national policies under way maintaining a theme on quality, environmental housing standards (Future Homes Standard) and improving accessibility (disability) standards within the home. The outcome of these emerging policies and regulations will be reflected in the Lincolnshire Design Guide.

Housing Standards: Safe and Warm Housing

Whilst new homes and specialist accommodation is needed to house working age adults with a serious disability and a growing and ageing population, most people live in and will continue to live in existing housing. A significant amount of existing private sector housing is in poor condition (e.g. hazards, cold homes), overcrowded or under-occupied which impacts on the physical and mental wellbeing of its occupants.

The Health Foundation produced a report entitled [How Does Housing Influence Our Health?](#) in 2017 which states that:

“....., [1 in 5 dwellings in England do not meet the Decent Homes standard](#), and a third of these are in the private rental sector, the fastest growing segment of the UK housing market. There is also unequal distribution of good quality housing. Those who are elderly or young, isolated, or without a support network, and adults with disabilities are more likely to be affected. It’s not surprising that young people are concerned about this when they [spend nearly a quarter of their income on housing](#) – a theme that they are exploring in their [Young people’s future health inquiry](#).”

Social housing is in general much better but there are particular issues in the private rented sector. However, greater numbers of people are living in owner occupied homes, including many homes which contain serious hazards. Older people in particular can have a significant amount of equity in their home but be 'cash poor' and less able to afford appropriate levels of heating, repairs and maintenance as their income is more limited. Where people live in private rented accommodation, landlords may only maintain properties to the minimum standard required in law. Cold homes and those which are excessively hot pose risks to health for individuals resulting in unplanned hospital admissions and other service pressures.

Housing tenures in Lincolnshire					
(Source: BRE Housing Stock Modelling report, 2017)					
Number of Dwellings					
Private Sector Stock			Social	TOTAL	
Owner Occupied	Private Rented				
220,233	71,952		45,985	338,170	
Age profile of private sector housing stock in Lincolnshire					
(Source: CPC Housing Condition Survey report, 2009)					
Pre 1919	1919-44	1945-64	1965-80	1981-90	Post 1990
55,081	19,360	40,356	62,171	34,903	80,314

The majority of households in Lincolnshire are owner occupiers but in recent years the proportion of private rented sector homes has grown to exceed those in the social housing sector. The private rented accommodation in areas of deprivation tends to the poorer end of the market but still has challenges around maintenance and adaptation.

Private sector housing conditions in Lincolnshire

(Source: **BRE Housing Stock Modelling report, 2017**)

<table> <tr> <td>Serious hazards</td> <td>18%</td> </tr> <tr> <td> • Owner occupied</td> <td>17%</td> </tr> <tr> <td> • Private rented</td> <td>19%</td> </tr> <tr> <td>Falls hazards</td> <td>9%</td> </tr> <tr> <td>Dwellings in disrepair (Decent Homes Standard)</td> <td>4%</td> </tr> </table>	Serious hazards	18%	• Owner occupied	17%	• Private rented	19%	Falls hazards	9%	Dwellings in disrepair (Decent Homes Standard)	4%	
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• Private rented	15%										
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13% of owner occupiers in the county are estimated to be living on a low income and could need financial help with repairs and improvements or relocating (Source: BRE Housing Stock Modelling report, 2017).

Cost effectiveness

In addition to ensuring that we meet locally emerging need successfully, there are additional benefits from developing and linking housing and health together that relate to value for money at local and national level.

There is growing interest in how investment in housing can lead to benefits in health and potentially lead to cost savings in other service areas. Where appropriately designed housing, both in general and for specific needs, helps meet health and care needs there is a business case to be made. A number of reviews have gathered and assessed the evidence of the cost effectiveness of housing interventions to improve health.

Some examples of where savings can be achieved are:

1. Having to place people with mental health needs out of the county in inpatient beds is a huge cost (around £1,000 per day). Even bringing people back in to the county on to an acute mental health ward or a residential placement costs in excess of £300 per day. Whilst a patient is taking up a bed when ready for discharge the Clinical Commissioning Group (CCG) may have to commission out of area for someone else, so supported housing accommodation versus an inpatient bed is important.
2. The financial benefits of Extra Care Housing (ECH) are predicated on the basis that the costs of providing care within an ECH setting are materially lower than in traditional residential and nursing settings. The expected cost for older people ranged from £502 to £553 per week in 2019/20, with the average annual residential care cost estimated to be a little over £27,500 per annum. Initial analysis suggests the gross cost of

providing care within an ECH setting at 20 hours per week would be £309 per week, with an annual cost of £16,111. This represents a gross saving of £11,445 per annum or 41.5%; which reduces to £9,118 (33%) once the impact of income loss is taken into consideration as the average placement income within a residential setting is higher than service user contributions derived from an ECH setting.

3. Health impact assessments quantifying the health-cost benefits of improvements to existing poor condition housing improvements can provide local authorities with the information they need to drive up public health standards and reduce health costs. They identify the most beneficial and cost effective improvements to housing. Research on quantifying the health-cost benefits of improving homes has provided a very strong case for this approach. For example, a BRE Trust report on the cost of poor housing highlights potential savings to the NHS in England of more than £1.4 billion a year from dealing with the most pressing housing problems. Meanwhile the cost of poor housing to the wider society has been estimated at £18.6 billion a year (from this BRE report).

We will continue to build up the case for investment in housing to reduce future costs elsewhere. This may require partners to think differently about how they use funds available to them and potentially lead to pooling of some budgets across organisations or transfer of budgets from one organisation to another.

Understanding needs and opportunities - delivery objectives

2.1 We will review the evidence base and develop analysis to maintain an up to date picture of demand for homes with care and support and preferred locations and clarify the priorities for future investment

2.2 We will make a strong case for investment in housing to reduce health and care costs

2.2 We will facilitate or influence appropriate design of new build housing to take account of how people want to live while maintaining viability

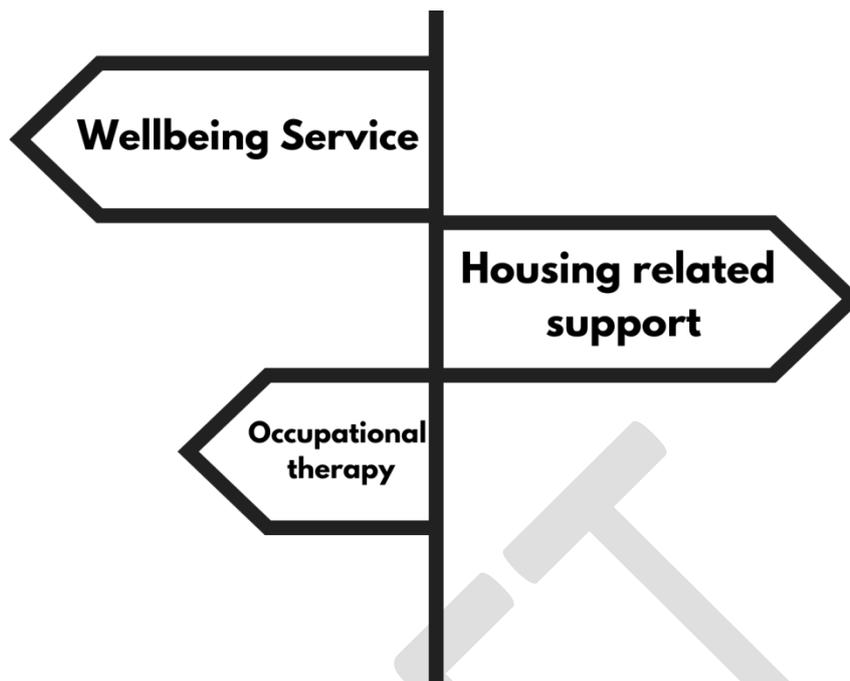
2.3 We will improve our understanding of housing conditions in Lincolnshire, the impact on physical and mental health, and the potential cost of poor housing to health, care and society

2.4 We will maximise the financial resources available to tackle poor housing standards and ensure they are effectively targeted

2.5 We will support good landlords to increase the supply of quality, housing that is affordable made available to people with health and care needs.

2.6 We will make best use of enforcement powers available across different organisations to target criminal landlords

3. Housing for people with care and support needs



Increasing choice of housing that is affordable and accessible supports people's physical, mental and financial wellbeing, and avoids upheaval. It reduces costs to the public purse arising from avoidable hospital admissions, delayed hospital discharge, and avoidable and permanent admission to care homes. People may need support to find to the right housing choice for their specific circumstances.

Children and Young People

The County Council and its partners have a statutory duty under The Children and Family Act 2017 to support Care Leavers to access safe and suitable accommodation up to the age of 21 and now through to 25, which requires the help of all partners to achieve this. District Councils share corporate parenting responsibilities, in supporting care leavers which can include certain exemptions in housing benefit, relative priority on housing waiting lists and council tax provisions under local flexibilities.

Most children and young people live within their family network. Where they experience difficulties, they are supported through early help to stay with or return to live with their family. The 'Future 4 Me' service works with those who are at greater risk and vulnerability to help provide stability for the longer term. Where a child or young person needs to make a planned move into independent accommodation, or support to find and sustain independent living arrangements, the County Council commissions Housing Related Support Services with 72 units of accommodation re-commissioned in 2020. Working closely with District Councils, it ensures that where they cannot be connected back to their home, they are housed appropriately by local housing authorities and supported by other relevant agencies.

More children are growing up and going into adulthood with complex health conditions, and they and their families need more flexible, bespoke housing solutions. Equipment, home adaptations and potentially alternative housing may be needed to provide greater independence, whilst enabling on-going family support.

Working Age Adults

A **Specialist Adult Services Accommodation Strategy** (for adults with learning disability, autism and/ or mental health needs) is under development to support the Lincolnshire Homes for

Independence blueprint. This will consider the need for Residential and Nursing Care as well as Supported Accommodation, Shared Lives Services and other accommodation for working age adults with complex needs.

Four levels of independence are considered as follows:

- Level One: Secure Accommodation and Mental Health Inpatient Care;
- Level Two: High Complexity Residential and Community Supported Living;
- Level Three: Residential Care and 24 Hour Community Supported Living;
- Level Four: Independent Living - Including shared lives placements, own home ownership, rented accommodation or living with family and friends.

We want to achieve a proportional move towards Level Four through a maximising independence approach. The lead commissioner for Specialist Adult Services will work closely with the Housing, Health and Care Delivery Group (HHCDG) in relation to access to the wider housing market for related service users. In particular Level Four is the key area to develop adequate housing options.

The **National Autism Self-Assessment Framework 2018** identified the importance of local housing strategies recognising the needs of people with autism. It also recommends the provision of autism awareness training for those who work in the housing sectors.

The Transforming Care programme aims to improve the lives of children, young people and adults with a learning disability and/or autism who display behaviours that challenge, including those with a mental health condition. The programme has three key aims:

- To improve quality of care for people with a learning disability and/or autism
- To improve quality of life for people with a learning disability and/or autism
- To enhance community capacity, thereby reducing inappropriate hospital admissions and length of stay.

It makes specific reference to the need to find appropriate accommodation for people with these needs. This is something that needs to be improved in Lincolnshire to avoid the need for out of county placements as hospital in-patients, which cost more for our services but more importantly disconnect people from their families, friends and community networks.

Older Adults

People are living longer but often in poorer health in older age. Many people want to live in their existing home, staying close to family, friends, social networks and familiar amenities. New technologies are developing to support people with increasing levels of need and there is a growing role for occupational therapy in conjunction with technology to support people to stay in their own homes as an alternative to long term care provision.

Homeless People

There was a general increase in the number of homeless applications received by district councils in the ten years up to 2017/18. Homelessness and rough sleeping have risen sharply nationally and locally in recent years and data has been gathered and collated differently since 2018/19. **Lincolnshire's Homelessness and Rough Sleeping Strategy** identifies levels of need, statutory duties and opportunities for multi-agency working to prevent and relieve homelessness.

Homelessness assessments (2019-20)

Source: Ministry of Housing, Communities and Local Government (MHCLG)

Number of initial assessments	3,972
Total owed a prevention of relief duty	3,868
Threatened with homelessness within 56 days (prevention duty owed)	2,002
Homeless relief duty owed	1,866

The Government's 'Everyone In' campaign to house all rough sleepers during the Coronavirus pandemic lockdown in 2020 was hugely successful. However, as the emergency funding has ceased and there is a probable rise in unemployment arising from the economic impact of the Coronavirus pandemic, there is the potential for family breakdowns, evictions from rented accommodation and repossessions where people fall behind with mortgage repayments - leading to people becoming at risk of being homeless, homeless or sleeping rough. Numbers of homeless applications and the situation leading to these is closely monitored. The pandemic demonstrated what can be achieved when agencies work together to address homelessness as a public health issue.

We also need to reflect the needs of young homeless people, those who are chaotic, and those who misuse substances combined with mental health issues. Often viewed as underserving and unpopular, this cohort needs intensive support and access to accommodation.

People Who Hoard

People who hoard have a recognised disorder that puts themselves, their families and neighbours at increased risks. Hoarders often have additional health and wellbeing needs and even face eviction from their home or formal action being taken against them. In Lincolnshire we have produced a multi-agency **Hoarding Protocol** to assist agencies to identify, advise and support those who need help with Lincolnshire Fire and Rescue hosting a Hoarding Advocate. Much has been achieved to help people in this situation declutter and get their homes back to a manageable state; however, more needs to be done to address their underlying issues and treat hoarding as a mental health issue.

Domestic Abuse Victims



Victims of domestic abuse can be men and women, older and young people, with adverse impacts on children. Safe homes and appropriate support are vital to support people to retain or regain their independence. Domestic Abuse Refuges are provided in Lincolnshire as a commissioned service and through the local voluntary sector to support some of those affected to secure safe accommodation and support near to home. Some people will go outside Lincolnshire to be safer at a distance from the perpetrator and others will take up places in refuges

in Lincolnshire to get away from the area they are from.

Different housing options must be available to victims of domestic abuse. Location and affordability are likely to be the deciding factors for general needs housing rather than its nature. Ensuring appropriate supply is, therefore, difficult but the **Domestic Abuse Bill** will when enacted require the County Council to form a partnership board and complete a needs assessment.

4,805 adults and children have been kept safe and supported through domestic abuse, thanks to organisations in Lincolnshire working together over the ten years up to 2018. District Councils can advise about housing, including offering emergency or temporary

accommodation if people are made homeless and are vulnerable and in priority need as a result of domestic abuse or other reason.

Carers

Unpaid carers are crucial to enable people with care needs to maintain independent living and are recognised as a priority in their own right in the Lincolnshire Health and Wellbeing Strategy alongside Housing. At the 2011 Census just short of 80,000 people said they were providing unpaid care to someone. In 2018/19, 10,325 people caring for adults received support from the County Council.



Housing services and housing related support need to recognise the specific needs of carers as well as those they care for and make appropriate provisions. This includes making best use of digital technology to reduce the burden of caring and enable working age carers to remain in employment.

Armed Forces Personnel and Veterans

The Armed Forces has long-standing links with Lincolnshire, through an extensive network of Air Force bases and a significant number of service personnel and veterans. The **Lincolnshire Armed Forces Covenant** commits agencies to working together to recognise and support them. District Councils can use local flexibilities to support serving personnel and veterans recognising that their role involves frequent moves which may make it harder to secure settled accommodation. Partners include the Royal British Legion and SSAFA: the Armed Forces Charity.

Housing for people with care and support needs - delivery objectives

3.1 We will facilitate quality, choice and diversity of housing for people with care and support needs

3.2 We will achieve a proportional move towards maximising independence for working-age adults and older people needing care

3.3 We will improve services to extend people's housing choices in preparation for later life

3.4 We will address the underlying causes leading to homelessness whilst still providing appropriate support and housing for those who need it

3.5 We will increase units of single person accommodation to house those who would otherwise be sleeping rough

3.6 We will strengthen healthcare inclusion services for homeless people across the county

4. Helping people remain in their current home

Given the choice, many people prefer to stay in their own homes as their needs change. Memories and personal attachment, familiarity with neighbours and local surroundings are hugely significant to people. Staying at home and remaining connected can be an option with the help of equipment, digital technologies, home adaptations and personal support.

Adult Care Services in the County Council are under increasing pressure but continue to deliver quality and essential services, including home care that enables people who are eligible to remain living independently for as long as possible. This provides in the region of 62,000 visits each week to support people at home. In order to signpost people to wider services and tackle issues such as loneliness and social isolation, the County Council and the NHS has commissioned **Connect 2 Support Lincolnshire** as a library of information on support services that are available from both statutory organisations and the community and voluntary sector.

Occupational Therapy Services are provided by the County Council and the NHS to work with people to identify barriers to independence in their homes, making recommendations to remove these and increase independence.

County Council Occupational Therapists (OTs) work to enable children and adults with disabilities (mental and physical) and debilitating conditions such as Cerebral Palsy and Parkinson's Disease to carry out essential activities, with the aim of maintaining or improving a persons' independence at home. Occupation means any way in which people spend their time from personal care (washing, dressing, toileting) to productivity (paid or unpaid work, housework and education); to leisure (games, sports, hobbies and social activities).

NHS Occupational Therapists based in Lincolnshire's hospitals and community health providers work within a similar ethos to community-based Occupational Therapists. They are building up their knowledge of housing and wider determinants of health through engagement with integrated neighbourhood working; however, the role is more focused on recovery and rehabilitation than longer term needs.

Lincolnshire Fire and Rescue Service's 'Safe and Well checks' create clear referral pathways to identify, report, support and stabilise people's wellbeing, enabling them to 'stay put' or 'move on' as appropriate. These build on the long-standing success of the Home Safety Checks (HSC) that helped to protect thousands of people throughout the county from the risk of fire in their homes. Safe and Well Checks will still incorporate fire safety but also include advice to help an individual improve their health and wellbeing, with the ultimate goal to help people to stay safe in their own homes. Home visits include vital checks on smoke alarms, but also a frailty assessment and, given the significant number of cooking related incidents, fire fighters offer specific advice on cooking safely.



A new initiative to highlight people most at risk from fires in their homes and to support them to get help has been launched by Lincolnshire Fire and Rescue. SHERMAN highlights 7 key factors that may make people at greater risk of having or being less likely to react to a fire. These are:

- **Smoking**
- **Hoarding**
- **Elderly people or those who live alone**
- **Reduced mobility, hearing or visual impairments**
- **Mental health issues**
- **Alcohol misuse, drugs/medication dependence**
- **Needing care or support**
- It aims to increase both the public and professionals' awareness of the risk factors and encourage them to get in contact with the service through a Safe and Well check.

The **Wellbeing Service** Wellbeing Lincs is commissioned by the County Council and delivered by the District Councils working in collaboration to support access to equipment, and minor adaptations on a fee-paying basis, alongside support to improve financial and social wellbeing.

Wellbeing Lincs	
Number of referrals to the County Council Wellbeing Service in 2019/20	7,700
People helped to access small aids (e.g. grab rails) in 2019/20	790
Wellbeing Lincs case studies	
<p>N has mental health issues and alcohol addiction and has been diagnosed with Schizophrenia. N needs prompting to manage his personal care and doesn't wash regularly. His home environment is not pleasant as N cannot manage to clean either himself or his home. Wellbeing Lincs provided a list of gardening services and cleaners, made a referral to the Carers team for N's mother and chased the District Council for fitting of rails.</p> <p>D had started to feel very isolated and need support to go out. D wanted to set up a funeral plan and was also having problems with her fuel supplier. Wellbeing Lincs completed an online form for a Blue Badge, registered D with Call Connect with a home pick up, contacted ASC to find out how much direct payment D has been given for how many hours a week social inclusion, phoned and liaised with a local funeral director then set up a home meeting for D and changed the tariff that D was on with her fuel provider. D is now more independent and socially active, has a funeral plan and the difference in the fuel tariff is helping with bills.</p>	

In an emergency response to the Coronavirus pandemic in 2020 the District councils worked quickly and effectively with the County Council and the Lincolnshire Resilience Forum to reorganise the Wellbeing Service, supporting large numbers of people at greatest risk from Covid-19. Elements of these adaptations have been retained and built in to the service as business as usual.

The Wellbeing Service includes a hospital in-reach element which now sits alongside two permanently funded Hospital Housing Link Workers. This helps ensure that housing issues are picked up early in discharge planning and can be addressed to help people get homes as soon as possible and avoid them staying in hospital longer than is necessary.

The **Lincolnshire Community Equipment Service** combines County Council and NHS resources to provide simple, often low cost equipment to allow people to remain independent

at home. Low cost interventions such as additional hand/grab rails, improved lighting, etc., help prevent falls and support people to remain independent.

Lincolnshire Community Equipment Service		
	2018/19	2019/20
Number of clients supported	55,359	56,916
Number of items delivered	103,426	104,681
Number of items collected	61,348	66,051
Total cost	£6,426,471	£ 5,922,987

Telehealth provides opportunities for remote monitoring of health outcomes, reducing the need for travel to medical centres, providing greater peace of mind for individuals and carers and reducing the risk of unplanned emergency hospital admissions.

Telecare and new forms of **Assistive Technology** support individuals to live independently at home and complement traditional care more cost effectively, offering better outcomes and increased satisfaction for people with long-term care needs. There are around 4,500 people with Telecare in their homes costing £500,000. Devices such as 'Alexa' offer opportunities which need to be explored fully.



85% place importance on provision of alarm system in designated housing for older people

Source: Housing Learning and Improvement Network, August 2019

Disabled Facilities Grants (DFGs) are provided by District Councils. Mandatory DFGs fund essential home adaptations, giving disabled people better freedom of movement into and around their homes (e.g. stair lifts, ramped access) and providing access to essential facilities within the home (e.g. level access showers). Other support, including repairs, may be provided through discretionary housing assistance. Most District Councils have discretionary policies and a countywide Housing Assistance Policy is under development.

Disabled Facilities Grants		
	2018/19	2019/20
Number of grants completed	644	632
Total DFG spend	£4,325,644	£4,336,385
Number of grants approved	160	269
Value of DFGs approved	£1,232,405	£1,327,356

These services are all valuable but all operate independently, making it harder for individuals and those who support them to navigate the support available. A key objective of the programme of work to embed DFGs as part of a system-wide approach to keeping people independent in a home of their own is to integrate these to create a seamless, customer-friendly, efficient and cost effective service with the person at its centre. This is being taken forward with the seven district councils working collaboratively and with the County Council and partners through a Moving Forward with DFGs group.

Lincs 4 Warmer Homes

In order to address the issues of excess cold homes and fuel poverty the councils across Greater Lincolnshire have formed a partnership to connect residents with installers and funding to complete heating and insulation improvements in private sector homes. This is predominantly to support owner occupiers living on a low income and in a high energy cost home or who have a condition that makes them more susceptible to the cold.

Overseen by the Greater Lincolnshire Energy Efficiency Network (GLEEN), **Lincs 4 Warmer Homes** (L4WH) has created a framework of installers to refer residents to access funding from the energy suppliers' Energy Company Obligation (ECO) scheme. Following a successful bid, Warm Homes Fund money is also available for first-time central heating installations for a limited time. Government has also introduced Green Homes Grants to help people with more costly improvements such as solid wall insulation and renewable heating systems. This is in part in response to the Coronavirus pandemic to re-stimulate the market and to prepare people for possible future lockdown(s) when they could be told to stay in a cold home.

The partnership has the potential to do more and to implement the recommendations made to Health and Wellbeing Boards in National Institute for Clinical Health and Care Excellence (NICE) guidance NG6: **Excess winter deaths and illness and the health risks associated with cold homes.**

Housing Related Support

Where people are unable to secure or maintain accommodation, often due to a combination of poor mental health, substance or alcohol misuse, family breakdown, loss of income and debt, they may need additional support. District Councils have statutory duties to prevent and relieve homelessness, but those people with more complex needs need effective multi-agency approaches that combine suitable accommodation and support to enable them to achieve independence.

Since being commissioned in 2015, housing related support services have supported over 8,000 people to improve their health and wellbeing, and regain their independence by either sustaining or finding suitable accommodation. Housing Related Support Services (HRS) for young people and for adults, and Domestic Abuse Refuges, have been re-commissioned by the County Council to start in October 2020 with a budget of £2 million; with the HRS service estimated to help an estimated 1,167 adults per annum.

Helping people remain in their current home - delivery objectives

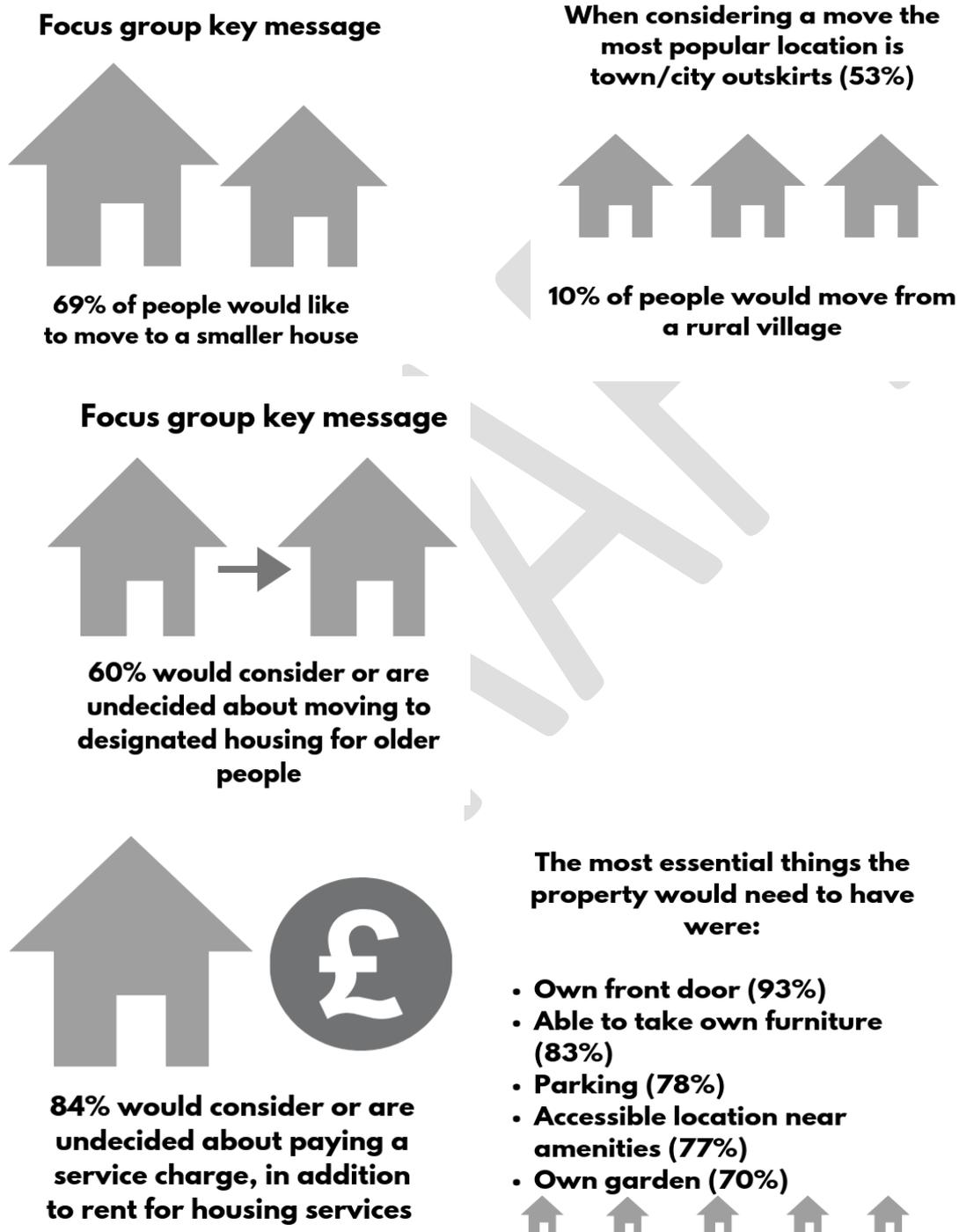
4.1 We will ensure services to support people to remain living in their current home complement each other as a system-wide approach

4.2 We will develop a seamless, customer-friendly 'one-stop shop' to deliver cost effective services with the person at the centre

4.3 We will make best use of new digital technologies to enable homes for life

5. Helping people find and move to a suitable home

Lincolnshire Homes for Independence is a **call to action** providing a narrative and a description of how increasing the amount of good quality housing that is affordable and accessible for residents that wish to move can reduce the need for the services referenced in the previous section. More specialist homes with care and support need to be available for where the general housing market does not meet peoples' needs. Older people in particular are clear about what they wish to achieve:



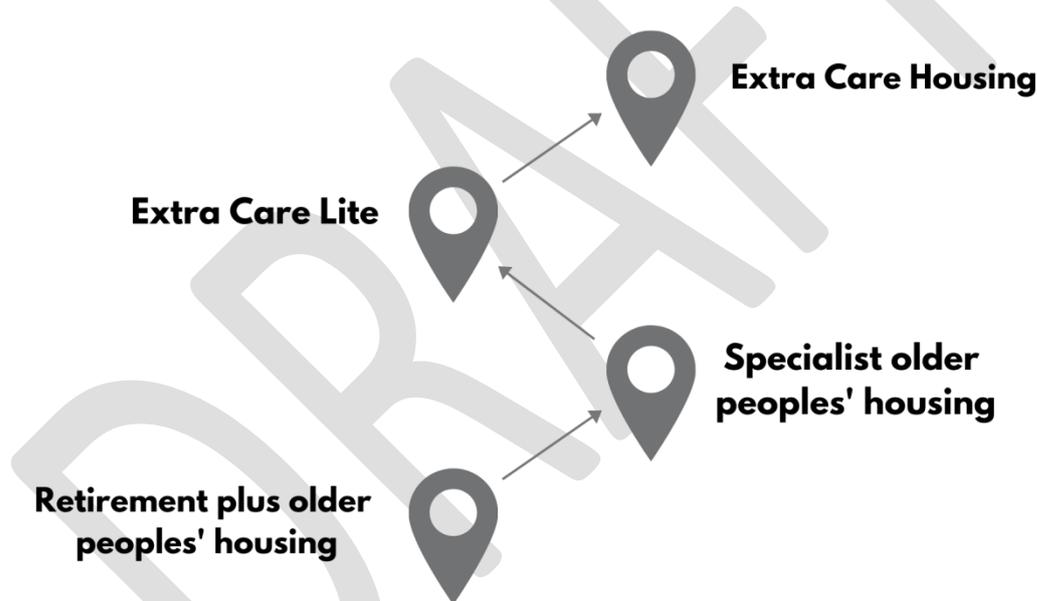
Source: Housing Learning and Improvement Network, August 2019

To enable people to plan ahead with greater choice and insight at the right time for them, it is essential that there is a range of homes across different tenures available in the right locations to meet needs. Those who are currently owner occupiers might wish to remain in owner occupation or free up some capital through shared ownership; others might want to rent in the private or social housing sectors.

Different levels of housing with care are needed. Evidence to support the need for accessible homes will be strengthened as a basis for requiring developers to build greater proportions of new build housing to the higher levels of accessibility in the building regulations and for us to encourage, support and fund both Registered Providers and private developers to go further. There is also scope to work with developers on bespoke schemes for people with complex needs where existing homes cannot be easily adapted.

More emphasis will be placed on providing people with housing options information so they can decide to either remain living where they are now or move. Relocating can be more appropriate than expensive adaptations to current homes, especially where other factors make the home unsuitable (e.g. under-occupation, poor location (isolated), unmanageable).

Where people do come to require a higher level of care and support, every effort will be taken to avoid this coming in the form of residential or nursing care homes.



Finding a new home in later life is seen as a progression, a road map with the aim of accessing residential and nursing care only as a last resort (not losing sight of the fact that sufficient provision of this must be available).

But needing a home with some care and support provided is not all about later life. Care and Extra Care can be required by people of all ages who could be living independently. Multi-generational developments where young and old can live alongside each other, receiving the support and care they need whilst being of mutual support and company to each other should be considered. We particularly want to secure the provision of homes that encourage and facilitate people being treated as individuals and care being personalised to their particular requirements and wishes. Where possible, we want to see housing with support designed to be adaptable to change and allowed to evolve as opposed to being categorised. It should be both reactive and responsive to the assessed needs and demands of those who live there with the support of the local community.

One standard used by LACE Housing, a Registered Provider that specialises in housing for older people, has four levels of supported housing that provides a supported environment for those wishing to retain / regain independence within a community / environment in which they are familiar:

- Level 4 – Extra Care Housing
- Level 3 – Extra Care Lite
- Level 2 – Specialist older peoples' housing
- Level 1 – Retirement plus older peoples' housing

Extra Care Housing

There is some excellent housing for people with a range of needs but not enough for everyone to have a full range of choice that is affordable to them. The County Council's Extra Care programme, working with District Councils, Registered Providers, developers and communities, seeks to address the shortage of provision where demand is high, where the market is less active and where there is scope to meet the needs of adult care service users more effectively. Mainly supporting older people, this will also support working age adults, creating mixed, inclusive communities wherever possible. The programme aims to increase capacity in the areas of highest need in the county and encourage further development.



In a large rural county, with dispersed populations, mixed accommodation which builds around and enhances natural communities is the preferred model.

We believe that all such new accommodation should be:

- Built well and maintained to high quality standards
- Affordable and economical throughout its lifetime
- Designed for all age living, flexible and able to adapt to meet future needs
- Designed to promote social connectedness, wellbeing and community activity
- Close to or will incorporate open space
- In easy reach of amenities without the need for extensive travel
- Sensitive to the scale and diversity of Lincolnshire's communities
- Marketed locally
- Co-produced from design through to day-to-day management wherever possible with the people who will be living there.

Helping people move to a suitable home - delivery objectives

5.1 We will influence delivery of new-build housing to provide greater choice of homes with care and support across all tenures

5.2 We will support people with care and support needs to access social and private rented homes

5.3 We will provide more extra care housing of different levels to meet demand

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6. What's next working together on the vision?

The County Council has a legal duty to provide children's and adult social care services. The seven district councils are the local housing and planning authorities responsible for developing and implementing Local Plans and securing new housing. Others including developers, Register Providers (Housing Associations), public bodies (e.g. NHS (linking in to the Transforming Care programme and reducing mental health patients using out of county in-patient facilities), DWP) and charities have a key role to play in delivering more Homes for Independence and integrating support services to promote and sustain independence.

The Housing, Health and Care Delivery Group (HHCDG) adopted a memorandum of understanding (MOU) to support joint action in Lincolnshire on improving health and wellbeing through the home. Mirroring the national MOU, this underpins joint working to deliver better housing outcomes, including achieving greater choice and independence, for Lincolnshire's residents. The Lincolnshire Homes for Independence is the blueprint for HHCDG partners which builds on the commitment in the MOU to develop collaborative actions and achieve the objectives set out in it.

By understanding each other's responsibilities and working better together, we will provide greater choice and help people to be better prepared, make better informed, longer term plans be meet housing and support needs. We have mapped the Housing and Planning Groups (multi-agency partnerships) that have a role to play in an organogram to support better integrated working across the county and maximise the efforts of all partners to deliver homes for independence.

Programmes of work that contribute to the homes for independence agenda are delivered through a Delivery Plan supporting the HHCDG to oversee the Housing priority in the Lincolnshire Joint Health and Wellbeing Strategy. The plan sets out the direct actions the HHCDG will take to achieve outcomes under each of the objectives outlined throughout this document. It also identifies complementary activity which is managed elsewhere but indirectly supports the delivery of homes for independence. The plan will be reviewed and updated annually.

Meeting the housing needs for the whole community is complex as it involves multiple organisations. But, by working better together under the direction of the Health and Wellbeing Board (HWB) on a range of programmes and activities around this the agenda, we can make a difference.

The HHCDG will provide an annual progress report to the HWB. Previous reports can be found here:

[Housing Priority Report to the Housing Health & Care Delivery Group
September 2019](#)

Much has been achieved already by organisations in Lincolnshire working more closely together to meet the wider needs of the whole community, but also through people's passion to develop healthy communities and their willingness to be innovative, embracing new technologies. Decent, housing that is affordable has reduced overcrowding, accidents and disease, improved people's mental and physical health, and enabled the development of welcoming and safe communities.

There is more to do. We are equally ambitious, passionate and innovative as we work together to achieve our vision **for people to live independently, stay connected and have greater choice in where and how they live.**

Glossary

Bibliography

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Agenda Item 6d



**Prosperous Communities
Committee**

Tuesday, 26 January 2021

**Subject: Consultation Response to Supporting housing delivery and
public service infrastructure**

Report by:

Sally Grindrod-Smith
Assistant Director of Planning and Regeneration

Contact Officer:

Russell Clarkson,
Interim Planning Manager (Development
Management)
russell.clarkson@west-lindsey.gov.uk

Rachael Hughes
Planning Policy Manager
rachael.hughes@west-lindsey.gov.uk

Purpose / Summary:

- To update on the content of the consultation; and,
- To share the draft technical consultation response for comment.

RECOMMENDATION(S):

- (a) Members are asked to endorse the conclusions of the report and the suggested response to each question.
- (b) Delegated authority be granted to the Assistant Director of Planning and Regeneration, Projects and Growth in consultation with the Chair of Prosperous Communities Committee to finalise and submit the response, on behalf of West Lindsey District Council, in the line with the content of this report and any comments made throughout the debate.

IMPLICATIONS

Legal:

(N.B.) Where there are legal implications the report MUST be seen by the MO

Financial : FIN/127/21/TJB

Whilst there are potential financial implications for the authority if the proposals result in updates to legislation, there are no financial implications in making the response to this consultation.

However, the consultation does propose a number of initiatives which may have a detrimental financial impact on planning fees;

- Greater flexibility in permitted development rights
- Introduction of more Prior Approval applications which attract a reduced fee

Statutory Planning Fees were last increased in January 2018 by 20% (previous increase 2012). The total budgeted income from Planning Fees is £950k

Staffing :

Whilst there are potential resource implications for the authority if the proposals become national policy, there are no resource implications in making the response to this consultation.

Equality and Diversity including Human Rights :

There are no impacts as a result of making a response to this consultation.

Data Protection Implications : None from this report

Climate Related Risks and Opportunities :

Whilst there are potential implications for how the Local Planning Authority plans for and manages development in the future and as a consequence of these proposals becoming national policy, there are no climate related implications in making the response to this consultation.

Section 17 Crime and Disorder Considerations :

N/A

Health Implications:

N/A

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

Government Open Consultation

Supporting housing delivery and public service infrastructure -

<https://www.gov.uk/government/consultations/supporting-housing-delivery-and-public-service-infrastructure>

Risk Assessment :

N/A

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 Government launched the consultation on 3 December with a closing date for comments on 28 January 2021. The consultation seeks views on a further changes to the Planning System, related specifically to approaches to Development Management.
- 1.2. The Government proposes these changes in order to support and speed up housing delivery, economic recovery and public service infrastructure.
- 1.3. The consultation adds to a long list of planning related consultations and changes seen throughout 2020 including: the Planning White Paper, changes to calculating housing need (now confirmed), the Business and Planning Act 2020, the revision of the Use Classes Order and new permitted development allowances.
- 1.4. In all, 2020 was been a very dynamic year of change and adaptation in terms of planning, and 2021 also promises change with the recent MHCLG Chief Planner's quarterly letter reflecting that following assessment of the responses to the Planning White Paper, a programme towards legislative change will commence.
- 1.5. The current consultation relates to the following three themes:
 - Supporting housing delivery through the introduction of a national permitted development right to change the use of commercial, business and service use class (Class E newly introduced in September 2020) to residential; and,
 - Supporting public service infrastructure through the planning system; and,
 - Consolidation and simplification of existing permitted development rights.

This paper will briefly highlight some of the key issues and attached at **Appendix 1** are the draft responses to the consultation questions.

- 1.6. The introduction to the consultation document, like the Planning White Paper, is critical of the planning system, though perhaps more proportionate in terms of the commentary, and makes the case for the need for change being about delivering certainty and flexibility. But again, it also references that it wants a faster planning system that does not cause delays to the provision of public service infrastructure or housing delivery.
- 1.7. Decisions made quickly are not necessarily good decisions and there is always a caution, that the legacy of a decision on the built or natural environment has a long lasting effect and so should not be rushed, particularly in the context of Climate Change considerations, and in specific regard to these proposals – the vitality and viability of local retail centres.

2. Supporting housing delivery

2.1 In September 2020, the Government introduced a new use class E – Commercial, Business and Service Uses. This consolidated many of the existing retail and commercial uses, including shops (formerly A1), restaurants and cafes (A3), and offices (B1a) and assembly and leisure (D2) into a single new use class. This allows a building already in use for one of these purposes, to freely change to another use under class E without requiring the planning permission of the local planning authority to “provide greater flexibility and enable businesses to respond rapidly to changing market demands”. Drinking establishments such as pubs (A4) and hot food takeaways (A5) were not subsumed into the new use class E, and are no longer classified, becoming instead “sui generis” uses.

2.2 The consultation proposes a new permitted development right –for the change of use from any use within the new Commercial, Business and Service use class (use class E) to residential (use class C3), without requiring planning permission from the Local Planning Authority. This would come into effect from 1 August 2021.

2.3 Before changing the use of the building, an applicant would still need to seek the “Prior Approval” of the local planning authority only for specified elements of the development before work can proceed. A local planning authority cannot consider any other matters when determining a prior approval application. The consultation proposes the following matters for “prior approval” should apply to the new permitted development right:

- *Similar to other permitted development rights for the change of use to residential:*
 - *flooding, to ensure residential development does not take place in areas of high flood risk*
 - *transport, particularly to ensure safe site access*
 - *contamination, to ensure residential development does not take place on contaminated land, or in contaminated buildings, which will endanger the health of future residents*
- *To ensure appropriate living conditions for residents:*
 - *the impacts of noise from existing commercial premises on the intended occupiers of the development*
 - *the provision of adequate natural light in all habitable rooms*
 - *fire safety, to ensure consideration and plans to mitigate risk to residents from fire*
- *To ensure new homes are in suitable locations:*

- *the impact on the intended occupiers from the introduction of residential use in an area the authority considers is important for heavy industry and waste management*

2.4 The right would replace the current rights for the change of use from office (B1a) to residential (C3)¹, and from retail etc. with up to 150sqm floorspace to residential (C3)² which remain in force until 31 July 2021.

2.1. The proposals to allow commercial, business and service uses (Class E as of 1 September 2020) to change to residential use has its roots in the Prime Minister's 'Build, Build, Build' statement in June 2020 wherein he advocated such changes should be enabled without the need for planning permission. The consultation question is therefore somewhat stark in that respondents are not being asked if they agree, rather the permitted development proposal is somewhat of a *fait accompli*. That said, there are existing (more limited) provisions in place now and until July 2021 for retail, financial and professional service and offices to change to residential under the permitted development regime. In effect, the proposal would consolidate the existing regime but then widen it to allow restaurants, indoor sports venues and creches to benefit, as well as the amount of development permissible. It also proposes to remove the 150sqm existing cap in place on retail uses, and proposes that there will be no size limit on the buildings that could benefit from the new permitted development right, or number of new homes that could be created as a result.

2.2. The consultation focuses on the benefits to housing delivery from such changes but not on the economic impacts that may arise through the loss of commercial uses. Whilst some commercial premises become and remain vacant, there is some merit in approaching the potential for alternative uses, and there are benefits that can arise from new residential use within or in close proximity to existing retail / commercial centres.

2.3. However, the nationally prescribed right will further diminish the stock of commercial premises without any consideration given to the impact on the vitality and viability of an existing retail / commercial centre, or the potential loss of services upon the community. It will also be indiscreet and not concern itself with those premises that are economically important to a local renewal and/or recovery strategy, for example retail premises in the core of our towns. Class E already raises several questions about the permitted changes allowed in terms of a strategic and sustainable approach to appropriate land use though in broad terms its aims are understood. Further changes are a concern in that they could fundamentally undermine the stock of commercial premises within the district and any economic development strategies we may have or develop in the future.

3. Supporting public service infrastructure

¹ [Part 3, Class O](#) of Schedule 2, to the General Permitted Development Order (as amended)

² [Part 3, Class M](#) of the General Permitted Development Order (as amended)

3.1. Turning to the second element of the consultation, here it is proposed to assist public service infrastructure through the planning system and is directly linked to the Spending Review on 25 November 2020 in terms of new hospitals, schools, FE colleges and prisons. Reference here is also made to the “Project Speed”. And sadly, though consistent with other Government messages about the planning system, it is opined that securing planning permission for public sector infrastructure projects “can often take significant time, leading to project delays and cost increases”. There is no informed debate however on other aspects of the process such as commissioning, procurement, the efficacy of the applicants’ own internal project programme and processes, their decision taking etc.

3.2. The proposals in essence are to “ensure there is faster delivery immediately” and to this end the proposals are: to enable additional capacity on existing sites through amending permitted development allowances subject to certain parameters; to introduce permitted development provisions for existing prisons; and, to consider flexibility for MOD facilities where they are ‘behind the wire’.

3.3. Further proposals, again solely citing the length of the planning process as the justification, are made in respect of faster planning applications for public service developments. An average of 8 months to determine new prison development is cited; however, the time take to commission, evidence and procure the project is ignored but it is fair to say depending on the scale a project will take 6-24 months or more before an application is made: why are we then artificially imposing a 10-week timescale (as opposed to 13-week) on such a project? There is here a better balance to be struck whereby the public sector should be working collaboratively, to embed the planning process early on and to have an effective rolling pre-application programme to resolve issues and tensions. Moreover the planning process can then be better reflected in the programme and has more chance to be delivered.

3.4. Whilst the consultation recognises “that it is right for local planning authorities to make planning decisions in the normal way on proposals for more substantive public service developments”, it nevertheless goes on to propose a revision of the statutory timescales to 10 weeks (from 13/16 weeks) and reduce the statutory consultation periods to 14 days (from 21 days) amongst other proposals. Accordingly, the public would have less time to comment on a new public infrastructure proposal such as a new school or prison (14 days), then they would a neighbour’s extension (21 days).

4. Consolidation and simplification of existing permitted development rights

4.1. Finally, reflecting on the changes to the Use Classes Order in September 2020, there is a need to revise the permitted changes of use between classes. Previously, although in different use classes, certain changes of use were permitted.

4.2. The consultation seeks to review references to use classes throughout the General Permitted Development Order and to update individual rights, and articles as appropriate and allow greater flexibility within these.

4.3. It proposes to categorise existing permitted development rights into four categories:

Category 1 - *the right is no longer required. Example - Class D shops to financial and professional*

Category 2 - *the right is unchanged by the amendments to the Use Classes Order and therefore no amendment is necessary. Example - Class L small HMOs to dwellinghouse and vice versa.*

Category 3 - *the right may be replaced by the new proposed permitted development right from the Commercial, Business and Service use class to residential. Example – Class O offices to dwellinghouses*

Category 4 - *the right requires detailed consideration. There are several rights that may fall into this category. (Some examples are given)*

4.4. In principle a wholesale review of the use class order is welcomed and indeed is necessary, in view of recent changes to planning legislation including the recent revision of the Use Classes. However, whilst the consultation sets out a broad approach to the review, it lacks detail particularly in regards to category 4 proposals, and as such it is difficult to determine the full implications and comprehensively comment on the approach and potential implications.

5. Responses to the Consultation

5.1. A series of questions are posed across the three areas that the consultation relates to. **Appendix 1** contains proposed responses to the questions as appropriate and comments are invited on the technical responses proposed.

6. Conclusion

6.1. Whilst it is evident the Government wishes to drive forward a specific agenda, based on sustained criticisms of an apparent failing of the planning system, which in the main is unsupported by evidence, it remains important to reflect back to Government that in terms of the built environment, the planning process is but a single part and that there are other considerations and guidance that the Government could seek to enact and impose that would be of benefit rather than just the headlong dash for speed in one part of the process. It also needs to ensure that some key development management considerations that would have implications for the District and local community are not lost.

Appendix 1: Consultation Response to Supporting housing delivery and public service infrastructure

Consultation Questions

Size of the buildings to which the right might apply

Q1 Do you agree that there should be no size limit on the buildings that could benefit from the new permitted development right to change use from Commercial, Business and Service (Class E) to residential (C3)?

No. Irrespective of size limits, there is no evidence to suggest that greater flexibility from use class E to residential use would sustainably support the vibrancy and viability of the town centres. It is considered that this approach could be particularly damaging to businesses in the night-time economy, which could suffer complaints from residents housed in newly created homes close by. Equally maintaining continuous retail frontage is very important in encouraging footfall, and that breaking this up with residential development would be counterproductive.

It also removes the Local Authorities ability to plan for Town Centres and would make any economic development initiative and strategies impossible to implement, having a significant and negative effect on the wider local economy and employment opportunities. This would be particularly significant in smaller market towns, where the local economy can be particularly fragile. Equally this greater flexibility is highly likely to devastate small village centres, which provide an in valuable service to those who are unable to travel to larger shopping centres.

During the current pandemic it has been shown that these small village shops have provided a lifeline to those vulnerable members of the community. Were there be opportunities for this commercial landlords to change the use of these shops without the need for consent and ultimately consultation, these units in rural areas would undoubtedly be lost to a far more profitable residential use. Again clearly demonstrating that these policies are developed in an urban context.

It is also considered that whilst this flexibility may deliver some housing in areas where house prices are particularly high and aspirational living standards are low, the cost of renovation and developers profit would lead to an extremely low quality housing offer or not actually delivering the number of houses anticipated, instead just adding greater uncertainty around the long term future of town centres, which historically have been considered the heart of a community.

The continued erosion of influence and control afforded to the planning profession and elected members, representing communities undermines the transparency of the process and is in direct conflict with a plan led system.

Where the right might apply

Q2.1 Do you agree that the right should not apply in areas of outstanding natural beauty, the Broads, National Parks, areas specified by the Secretary of State for the purposes of section 41(3) of the Wildlife and Countryside Act 1981, and World Heritage Sites?

Yes. The very fact that an area has a designation such as this indicates the importance and value of the street scene, centre or area. Any unregulated development would undermine the statutory duty of the Local Planning Authority to protect such areas and would be extremely detrimental, causing irreparable long term damage to the special character and setting of town and village centres across the country.

Q2.2 Do you agree that the right should apply in conservation areas?

No. The very fact that an area has a designation such as a conservation area indicates the importance and value of the street scene or centre, which usually represent the historic core of an area. Any unregulated development would undermine the statutory duty of the Local Planning Authority to protect such areas and would be extremely detrimental, causing irreparable long term damage to the special character and setting of town and village centres across the country.

Equally the proposed changes does not take into account the more 'key' or 'primary' shop frontages which is essential to ensure the traditional town centre, particularly small market towns, still retain its function and 'feel' as a town centre. The proposal will fragment the shop frontages and will further threaten the existence of rural town centres which is already struggling with the fragility of the retail and food and beverage sector, compounded by the current pandemic. Conversion to residential is generally irreversible due to the higher value of residential units and the proposed PD changes may completely alter the function of the Market Place which has often been established since the medieval times.

Q2.3 Do you agree that, in conservation areas only, the right should allow for prior approval of the impact of the loss of ground floor use to residential?

No. For the same reasons above. It is imperative that design and quality as well as other material planning considerations be properly assessed in order to protect the special character and historic integrity of an area. The loss of the commercial use of a ground floor should remain the consideration of the Local Planning Authority as part of a planning application to allow full and proper assessment of the impacts of such a change.

Matters for local consideration through prior approval

Q3.1 Do you agree that in managing the impact of the proposal, the matters set out in paragraph 21 of the consultation document should be considered in a prior approval?

No. The matters set out in paragraph 21, whilst going some way to assess the appropriateness of residential development, it does not go far enough and there are a number of emissions. Full and proper consideration of all material planning matters must be open to the Local Planning Authority to enable well-designed, quality residential development in town centres so that it can support wider economic

development strategies and initiatives which are necessary now more than ever given the fragility of these important community assets.

Fundamentally, it needs to include provision for proper consideration of the impact on the viability and vitality of existing retail / commercial centres, and upon established retail frontages.

Q3.2 Are there any other planning matters that should be considered?

Yes. The utilisation of direct permitted development or even prior approval does not allow for a full and proper consideration of the development. There is no detail provided on how design, residential amenity, viability, access or how the mitigation on the impacts of infrastructure may be secured through s106 agreements. As currently set out the proposals will potentially allow for the total and complete decimation of town and village centres.

This is also pertinent in smaller rural communities whereby key services could otherwise be inadvertently lost as a consequence.

Applications for prior approval and fees

Q4.1 Do you agree that the proposed new permitted development right to change use from Commercial, Business and Service (Class E) to residential should attract a fee per dwellinghouse?

Yes, as it requires the Local Planning Authority to both administer and assess an application. The most appropriate way of making improvement to the effectiveness and efficiency of the planning system is not to de-regularise it, encouraging speculative, poor quality development and design, in direct conflict of the Build Better, Build Beautiful commission, it is instead to allow Local Planning Authorities to properly cover their costs and effectively resource teams to service demand.

Q4.2 If you agree there should be a fee per dwellinghouse, should this be set at £96 per dwellinghouse?

No. This is not enough to cover the costs of providing the service of both administration and assessment. Pursuing such a low fee will result in either the Local Planning Authority continuing to run down already under-resourced teams or other applications/applicants having to supplement these applications which wholly inequitable. All developers/applicants must pay a fair price for the services they call upon. Prior approvals require all but the same level of work as a full planning application but attracts a much lower fee, undermining the service at the core.

Q5. Do you have any other comments on the proposed right for the change of use from Commercial, Business and Service use class to residential?

Yes. It undermines the principle of a plan led system and is inconsistent with requirements of the NPPF and wider government ambitions for economic regeneration of town and village centres.

Ultimately there is no evidence to suggest that this proposal will support town centres. It will either have the effect of closing down shops/leisure provision in the lieu of residential development or equally in many areas due to viability it is unlikely to provide the quantum of housing expected and only create greater uncertainty and doubt over the future of town and village centres, impacting on commercial investment opportunities. The unintended consequence of this proposal will be far reaching.

Any changes to the planning system in regard to retail need to be considered as a broader package of measures to consider measures to support the retail industry at a critical juncture where it is reeling from various influences undoubtedly exacerbated by the current health pandemic.

Public Sector Equality Duty Assessment and impact assessment

Q6.1 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could impact on businesses, communities, or local planning authorities?

Yes, the proposal ignores the negative impacts on businesses, communities and local planning authorities? Focusing on speed, certainty and reduce costs, benefiting property developers/development industry only.

Local Planning Authorities will receive reduced fees, the quality cannot be controlled appropriately, living standards and amenity will be affected, communities will lose their voice in the planning process, therefore reducing transparency and finally businesses who rely on town centre locations will be priced out of the market and unable to secure premises. Which is in direct conflict with the Governments aspirations for this proposal.

Q6.2 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could give rise to any impacts on people who share a protected characteristic?

Yes. There is significant concern that conversion of existing buildings, due to existing constraints would lack the accessibility requirements to appropriately accommodate those with disabilities, therefore excluding a whole section of people from being able to live in these homes, further compounding issues with existing housing stock and accessibility issues.

Providing further flexibilities for public service infrastructure through permitted development rights

Q7.1 Do you agree that the right for schools, colleges and universities, and hospitals be amended to allow for development which is not greater than 25% of the footprint, or up to 250 square metres of the current buildings on the site at the time the legislation is brought into force, whichever is the greater?

No. The permitted development rights already provide enough flexibility to allow small scale development by these establishments. Whilst it is accepted that some flexibility is needed to allow some development to take place quickly, extending the rights beyond this increases the impact of the development on the wider area. There are also potential issues around development creep, monitoring and controlling development that does not meet the new permitted development criteria.

The consultation doesn't qualify how the new permitted development rights will affect listed buildings or conservation areas. It is considered, given the sensitive nature of these areas that Permitted Development rights should not apply to these building subject to such restrictions.

Finally, greater flexibility of permitted development rights also removes all consultation and engagement with the public, leading to the development industry practices becoming less transparent and accessible to the public.

Q7.2 Do you agree that the right be amended to allow the height limit to be raised from 5 metres to 6?

Yes. Providing the proposed 10 meter buffer from a site boundary is applied. The provision should refer to the boundary of the site as distinct from the curtilage given the latter is subject to case law interpretations.

Q7.3 Is there any evidence to support an increase above 6 metres?

No. Many of these buildings are located in or close to residential developments and as such an increase beyond 6m is likely to create an unacceptable impact on the amenity of surrounding areas.

Q7.4 Do you agree that prisons should benefit from the same right to expand or add additional buildings?

There are no prisons within this Local Planning Authority and so it is difficult to comment on the appropriateness of this proposal.

Q8. Do you have any other comments about the permitted development rights for schools, colleges, universities, hospitals and prisons?

Yes. Expanding on comments provided in Q7.1 Extending Permitted Development rights removes the usual checks and balances applied to development such as this and therefore removes the opportunity to assess impacts beyond just the physical presence of the building, including but not exclusively, impacts on highways, drainage, parking. Extending Permitted development rights is also at odds with a 'plan led system' in relation to both the strategic local plan and also neighbourhood plans, particularly devaluing the effort and time communities put into their development.

Q9.1 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals could impact on businesses, communities, or local planning authorities?

Yes. The proposal removes the ability for communities to comment on proposal and influence development within their area. It removes the ability to monitor and influence quality of design and materials and finally, extending permitted development

rights impacts on the Local Planning Authorities' fee income and ultimately undermines the commission Build Better, Build Beautiful as it removes the scrutiny of both these applications but also others as fee income is steadily eroded by the extension of Permitted Development and Prior Approval applications. All of which still require an element of monitoring and assessment, irrespective of whether it is a paid service or not. Extending Permitted development rights is also at odds with a 'plan led system' in relation to both the strategic local plan and also neighbourhood plans, particularly devaluing the effort and time communities put into their development.

Q9.2 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals could give rise to any impacts on people who share a protected characteristic?

Yes. Greater reliance on permitted development rights means the wider consideration of design, quality and space standards is lost, ultimately impacting on the community as a whole including those who share a protected characteristic.

Q10.1 Do you think that the proposed amendment to allow prisons to benefit from the right could impact on businesses, communities, or local planning authorities?

Yes. The proposal removes the ability for communities to comment on proposal and influence development within their area. It removes the ability to monitor and influence quality of design and materials and finally, extending permitted development rights impacts on the Local Planning Authorities' fee income and ultimately undermines the commission Build Better, Build Beautiful as it removes the scrutiny of both these applications but also others as fee income is steadily eroded by the extension of Permitted Development and Prior Approval applications. All of which still require an element of monitoring and assessment, irrespective of whether it is a paid service or not. Extending Permitted development rights is also at odds with a 'plan led system' in relation to both the strategic local plan and also neighbourhood plans, particularly devaluing the effort and time communities put into their development.

Q10.2 Do you think that the proposed amendment in respect of prisons could give rise to any impacts on people who share a protected characteristic?

Yes. The proposal removes the ability for communities to comment on proposal and influence development within their area. It removes the ability to monitor and influence quality of design and materials and finally, extending permitted development rights impacts on the Local Planning Authorities' fee income and ultimately undermines the commission Build Better, Build Beautiful as it removes the scrutiny of both these applications but also others as fee income is steadily eroded by the extension of Permitted Development and Prior Approval applications. All of which still require an element of monitoring and assessment, irrespective of whether it is a paid service or not. Extending Permitted development rights is also at odds with a 'plan led system' in relation to both the strategic local plan and also neighbourhood plans, particularly devaluing the effort and time communities put into their development.

What public service developments should be in scope?

Q11 Do you agree that the new public service application process, as set out in paragraphs 43 and 44 of the consultation document, should only apply to major development (which are not EIA developments)? Please give your reasons.

No. The question is poorly framed in that it promotes a 'yes' answer but actually the question should be one of principle of whether a new public service application process is appropriate at all. The proposal intimates that it is the planning process alone which creates delays in the delivery of public service development which is not the case.

Q12 Do you agree the modified process should apply to hospitals, schools and further education colleges, and prisons, young offenders' institutions, and other criminal justice accommodation?

No. From the consultation documentation, it is not clear the full extent of the proposal and as such difficult to comment on the proposal. However it is apparent that the consultation considers that by speeding up the planning process the delivery of public service developments will also be expedited. This assumption completely misses the point that all development, but specifically public sector development is complex and highly technical in nature.

The planning process not only assess the technical aspects of a planning application but also gives the only opportunity for the wider community and stakeholders to engage in a transparent and meaningful consultation process. Speeding up just this one part of the process is inequitable and fails to properly respect the democratic process and the local issues with any project of such scale.

Ultimately the statutory 8-week and 13-week determination times are arbitrary and bear no relationship to a project that may have been in development from concept to the planning application stage for several years. In reality given the importance of transparency and democracy, how can it be justified that a project that take anything up to 10yrs to develop should then be quickly considered and assessed within a matter of weeks by the Local Planning Authority? Thus removing the opportunity for proper and full public scrutiny.

The outcomes of planning decisions have significant impact on the economy, environment and society and as such will have lasting impacts, therefore full and proper consideration of the application must be allowed.

It is considered that improvements to the process of public service development could be undertaken, however this goes well beyond just the remit of planning, specifically;

- in how the public sector procure and fund projects;
- in how the public sector engages in the planning system both in terms of local planning and planning applications;
- an openness to engagement both with the planning authority and stakeholders, including the public;
- a meaningful and thorough engagement in pre-application discussions, one that is genuine, provides time for collaboration and differences of opinion to be resolved – indeed such engagement could be mandated by new legislation rather than left as optional;
- an opportunity for key senior planning authority officers to be effectively embedded in the application team so that policy can be properly understood

and address, constraints identified as early as possible and resolved where possible, all leading to a better quality application that has more likelihood of being determined more quickly but more importantly an application that meets the relevant quality expectations;

- the need for statutory consultees to be engaged thoroughly and with meaningful penalties for their failure to do so; and finally,
- that the planning application stages and the local political and democratic accountability that must be in place to challenge development proposal are respected and given due regard by the development programme having a sense of realism and not simply a knee-jerk line in the Gantt chart that gives the statutory period as the determination deadline. It is often the case that those promoting projects fail to recognise or grapple with the dynamics of the planning process and therefore give misguided direction on timescales.

There are so many ways in which the Government could and should legislate here to improve how the public sector performs in delivering the infrastructure projects that would be of benefit to the country as a whole. It is not just the planning application, it is a whole system issue that needs a thorough investigation and proportionate change to fully support the modified process.

Changing the planning system in isolation will remove the limited transparency already afforded public sector projects and whilst it may reduce that determination timescale by 3 weeks it is likely to increase delays due to an increase in decisions on appeal due to non-determination, and more serious and comprehensive legal challenges beyond the permission being issued.

Faster decision-making

Q13 Do you agree the determination period for applications falling within the scope of the modified process should be reduced to 10 weeks?

No. See answer to Q12.

Consultation

Q14. Do you agree the minimum consultation/publicity period should be reduced to 14 days?

No. See the detailed response provided for Q12.

Fundamentally denying the community their opportunity to understand a proposal and voice their genuine concerns is undemocratic and undermines the role and accountability of the local planning authority and its elected Members.

Equally, reducing the consultation period means statutory consultees must be properly resourced in order to respond. Many statutory consultees are not properly resourced even now and fail to meet the 21 days. Reducing the timescales will only compound this issue and prevent further proper and appropriate scrutiny of technical details. This approach is embedded in short-termism and expediency and fails to recognise the wide ranging impacts of poorly considered development and pushes issues into the future,

which invariably requires emergency response by the public sector, which always has greater impacts and costs more in the long run.

It would also usher in confusion and imbalance to the public – namely they have 21 days to comment on a neighbour’s extension, but only 14 days to comment on a new prison being built next door?

Notifications to the Secretary of State

Q15 Do you agree the Secretary of State should be notified when a valid planning application is first submitted to a local planning authority and when the authority it anticipates making a decision?

No. It is impossible to understand what benefits this would bring to the planning system and more specifically in relation to transparency and efficiency. All this does is centralise bureaucracy and implies Local Planning Authorities are not trusted to undertake their statutory duty.

Other matters

Q16 Do you agree that the policy in paragraph 94 of the NPPF should be extended to require local planning authorities to engage proactively to resolve key planning issues of other public service infrastructure projects before applications are submitted?

No.

The emphasis is on the wrong team in the wrong part of the process

The requirement should be on those leading public sector developments to actively engage with the planning system from an early stage. The planning system is a valuable service which provides an opportunity for transparency and independent assessment of development.

This service should be held in higher regard and should be given every opportunity to excel. Better outcomes would be achieved if the emphasis on the public sector having to work collaboratively was mandated from the concept stage of the development to ensure a genuine adherence to advice provided, including time and resources allocated to the pre-application process. Equally ensuring adequate resources for all statutory consultees so that the performance and engagement of statutory consultees in a specific timeframe could be required.

Issues with the delivery of public sector development delivery goes beyond the planning process itself.

Q17.1 Do you have any comments on the other matters set out in this consultation document, including post-permission matters, guidance and planning fees?

It is considered as a primarily rural Local Authority that the measures, specifically in relation to the Use Class Order and permitted development appear to completely disregard the impact of such flexibility on small rural economies and market towns, in

effect decimating an already fragile commercial offering in lieu of the provision of sub-standard housing.

As a more broad observation, it is again disappointing that the emphasis again is on local planning authority performance. Collaboration should be at the heart of all public sector development projects the emphasis of this consultation is in the wrong part of the project.

There is a complete lack of detail and consistency in relation to how these proposed changes would work effectively with current Planning Policy, from the NPPF to Neighbourhood Planning. This lack of consistency, coherence and certainty creates delays, mistrust and apathy for a service which seeks to protect and enhance the built environment and has wide ranging influence and implications for society, the environment and economy. It also completely disregards the invaluable democratic function provided by the planning system, allowing transparency and scrutiny of development fundamental to the growth and sustainability of the country.

The wide ranging ramifications and unintended consequences of this wholesale erosion of the planning profession will be felt for generations to come.

Q17.2 Do you have any other suggestions on how these priority public service infrastructure projects should be prioritised within the planning system?

Yes. As detailed in the answer to Q17.1, but to re-emphasise a properly resourced Local Planning Authority and an overhaul of the project methodology of public sector development delivery, from procurement to collaboration requirements and financing to name but a few.

Q18 Do you think that the proposed amendments to the planning applications process for public service infrastructure projects could give rise to any impacts on people who share a protected characteristic?

Yes. For all the reasons stated above.

3. Consolidation and simplification of existing permitted development rights

Q19.1 Do you agree with the broad approach to be applied to the review and update of existing permitted development rights in respect of categories 1,2 and 3 outlined in paragraph 76 of the consultation document?

No. It is agreed that a review of the Use Class Order is necessary due to the amount of changes made in recent years, making it very difficult to navigate. However it is impossible to provide broad agreement to principles without understanding the detail. It only understanding the detail can the implications of the changes be fully appreciated. As set out in the answers to Q1 to Q6.2 allowing increased flexibility between categories without proper and thorough assessment of the impacts and implications has the very real potential to negatively impact the vitality and vibrancy of society as well and the environment and economy.

Q19.2 Are there any additional issues that we should consider?

Yes. It is almost impossible to provide full and proper commentary on the proposal without the full details of the proposed changes and how the use class order would be structured, including exemptions, including changes to size limits approaches to listed buildings and conservation areas etc.

However – one benefit would be to consolidate the Prior Approval process. We currently have disparity whereby a different process is engaged for a different “permitted development”. i.e. for demolition the applicant puts up a site notice, for others the local planning authority does. Some take 56 days, some have a different time period. It is suggested that a single approach is taken, with the matters for prior approval set out under the relevant part of the Development Management Order

Q20 Do you agree that uses, such as betting shops and pay day loan shops, that are currently able to change use to a use now within the Commercial, Business and Service use class should be able to change use to any use within that class?

Generally limited concern around pay day loan shops and betting shops changing to uses within use class E, however concerns would arise if greater flexibility was given for uses to change to pay day loan and betting shops - due to negative social impacts.

It is difficult to provide comprehensive commentary on the consequences, without clear detail on these proposals and how they would be managed and what exceptions would apply. Equally as said before, greater flexibility of Permitted Development rights could lead to issues around cumulative impact of uncontrolled development.

Q21 Do you agree the broad approach to be applied in respect of category 4 outlined in paragraph 76 of the consultation document?

Greater flexibility will not necessarily result in better outcomes for town centres and other areas, particularly in rural local authorities where the economy is already fragile. Development in England is based on a plan led system, supported by research and evidence. Allowing the market to completely drive the format, function and layout of our communities is unsustainable and result in unplanned and ultimately damaging development.

Equally greater flexibility within the use class order will impact on Local Planning Authority fees and resourcing which will further compound the existing resourcing and capacity issues within planning departments, preventing professional being able to properly consider development proposal, driving up quality and monitoring, generally reducing the effectiveness of the system as a whole.

Q22 Do you have any other comments about the consolidation and simplification of existing permitted development rights?

Yes. All the consultations on planning coming out of the Government have been around the de-regularisation and simplification of a system which has evolved as a result of the need to consider and balance many complex issues related to development. It is of grave concern that the direction of travel continues to focus on the erosion of a service and associated professionals which provides impartial checks and balances of development schemes.

The service provided by Local Planning Authorities is also the only part of the whole development process where both democratically elected members and the community have a real say in the future of their communities and country as a whole.

The agenda to erode the influence and scope of the planning process and regulation of development appears to come from a very one sided view of cheapen and expedite, not recognising or understanding the complexities and importance of the role performed by planning professionals and others. In simple terms the unintended consequences of over simplification of a system dealing with numerous complex issues will lead to huge ramifications for town centres, communities and the historic significance of our country for generations.



**Prosperous Communities
Committee**

26 January 2021

Subject: Supporting Growth and Regeneration in Market Rasen

Report by:	Assistant Director of Planning and Regeneration
Contact Officer:	Sally Grindrod-Smith, Assistant Director of Planning and Regeneration, Wendy Osgodby Senior Growth Strategy & Projects Officer sally.grindrod-smith@west-lindsey.gov.uk, wendy.osgodby@west-lindsey.gov.uk
Purpose / Summary:	To update Prosperous Communities Committee with progress on supporting growth and regeneration in Market Rasen.

RECOMMENDATION(S):

That Members: -

1. Approve the principle of utilising the allocated £200k capital budget to fund a Townscape Heritage project in Market Rasen, and in doing so rescind the principles of this funding allocation, as set out in the report of 19th July 2018 to Corporate Policy & Resources Committee.
2. Agree to the development of a fully costed Townscape Heritage project and scheme plan to be approved by Prosperous Communities Committee, in June 2021, with recommendation to the Corporate Policy and Resources Committee as appropriate.

IMPLICATIONS

Legal: All funded projects will be subject to financial and legal scrutiny. Legal advice will be sought prior to the release of any funds.

Financial : FIN/121/21/TJB

At the meeting of Corporate Policy and Resources Committee held 19th July 2018 it was agreed that £200,000 from the capital programme would be made available to Market Rasen Town Council to unlock growth and regeneration projects (FIN-68-19-CC).

To date there have been no eligible projects brought forward and the Capital Budget has therefore been carried forward to 2021/22. This budget is funded from Capital Receipts.

This reports seeks in principle support to work up a Townscape Heritage project that would see some of the £200,000 used to fund specialist conservation input to design a heritage regeneration scheme, with the remainder of the funds used to leverage match and make capital contributions to support the regeneration of identified heritage assets.

Due to the impact of the Covid-19 response on the capacity of the Growth team The Local Authority Covid 19 Recovery Fund will be utilised to bring in additional staff resource to work up the proposal, with £10,000 being initially identified for this work.

Staffing :

Work to support Market Rasen has been slow to progress in 2020 as staff resource has been diverted to deliver business grant support. It is therefore proposed that the Covid 19 recovery fund be utilised to bring in staff resource to work up the detail of the proposal.

(N.B.) Where there are staffing implications the report MUST have a HR Ref

Equality and Diversity including Human Rights :

A full community engagement process will be planned to ensure that all aspects of the community can participate in the regeneration and growth of the town. The engagement process will be openly promoted to ensure the widest possible views from stakeholders/the local community to ensure openness and transparency.

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).

Data Protection Implications :

There will be a requirement to manage personal data belonging to property owners once the priority properties are identified. A data management protocol will be established with input from the Data Protection Officer.

Climate Related Risks and Opportunities:

There will be an opportunity to consider property improvements that can seek to reduce carbon emissions on an individual property as part of each scheme of works depending upon physical and financial viability.

Section 17 Crime and Disorder Considerations:

Work to identify priority heritage led intervention within the Town could support bringing back into use long term empty properties, making the town centre feel safer and more vibrant.

Health Implications:

Significant improvements to individual properties could allow for better living conditions for the occupants. This will again be assessed on a case by case basis.

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

Market Rasen 3 Year Vision & Strategy Corporate Policy and Resources Committee Report 19th July 2018.

*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.*

Risk Assessment :

N/A

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 and Background

1.1 On the 19th July 2018, Corporate Policy & Resources Committee approved a recommendation for an “in principle” allocation of £200k funding from the Capital Programme towards the delivery of growth projects detailed within the Market Rasen Vision & 3 Year Strategy subject to:

- Consultation and support for the strategy
- Setting up of an agreed implementation mechanism i.e. Charitable Incorporated Organisation
- Suitable financial regulation

1.2 The purpose of the funding was to enable Market Rasen to maximise the benefits derived from housing led growth to create a self-sustaining town with capacity to address social, economic and environmental issues.

1.3 The report also sought approval to dispose of the West Lindsey District Council asset, Market Rasen Area Office, to Market Rasen Town Council.

2. Progress to date

Market Rasen Area Office

2.1 The former area office which is attached to Festival Hall has now been leased to Market Rasen Town Council for a term of 99 years. A lease of the asset rather than a sale has been completed to enable WLDC to continue to receive the feed in tariff from solar panels installed on the roof.

2.2 The lease of the former area office has enabled WLDC to complete changes to its own Customer Service delivery and provide a new more suitable office accommodation space for Market Rasen Town Council who were previously located in the Old Police Station.

Capital Programme Funding Commitment

2.3 Since the funding was approved, Market Rasen Town Council identified that establishing a Charitable Incorporated Organisation or equivalent was going to be time consuming and financially challenging. Plans were put into place for a town consultation, but were as a result of COVID -19 postponed. To date, the Town Council have been unable to bring forward and agree projects that meet the requirements set out in the approved report.

2.4 Given that over two years have now lapsed, it is appropriate to review the capital programme commitment. The Communities Team have worked collaboratively with the Growth Team to consider a way forward. It will be essential for Prosperous Communities Committee and Corporate Policy & Resources Committee to review and agree any changes whilst also

continuing to commit to the principles of local consultation and wider support.

- 2.5 In September 2020, senior officers began a series of meetings to review the challenges and opportunities. An outline heritage-led proposal, (based upon Market Rasen's Heritage Action Zone Bid) was identified as an option that aligned with priorities raised and supported previously with the community and Market Rasen Town Council.

3. Heritage Led Approach

- 3.1 In 2019 Market Rasen Town Council, supported by the District Council completed an expression of interest to be considered by Historic England as a High Street Heritage Action Zone. Although the expression of interest was not successful, it demonstrated that there is real potential to unlock the historic heart of the town through targeted regeneration. It is also an area of priority around which there is community consensus.
- 3.2 It is proposed that the Council lead a partnership to utilise the £200,000 capital programme allocation to develop a small scale Townscape Heritage project. Such a project would act as the catalyst for the heritage-led regeneration of Market Rasen town centre and would provide an opportunity to seek match funding to increase the reach and impact of the investment.
- 3.3 The funds would be used to close the 'conservation deficit' (the higher cost incurred through repairs to heritage assets) which are set out as the programme is developed.
- 3.4 If members are minded to approve this approach the next steps are to develop a fully costed project and scheme plan. This will include the creation of key documents required for the delivery of a historic buildings grant scheme- specifically building condition surveys; a full and detailed cost plan for the repair and reinstatement of historic features on buildings within the designated (There are 49 listed buildings, 30 located within the traditional shopping streets. 26 of these are Grade 2 or Grade 2* listed.)
- 3.5 As a result of officer resources being diverted to work on the continued roll out of business grant support, an element of the Covid 19 recovery fund will be used to support the development of this work. In addition we will draw on our conservation officer with project management from WL Growth/Communities officers.
- 3.6 Experience of delivering heritage led regeneration across the district has shown that it is essential to have project management resource to support property owners to engage with technical specialists, develop a scheme of works and secure planning approval. It is envisaged that a proportion of the £200,000 will be required to support this aspect of the work.

- 3.7 It was highlighted through the work of the Governance and Audit committee that an update to the Conservation Area Appraisal in Market Rasen was a priority. This was also reflected in the work of the High Street Heritage Action Zone proposal. The Market Rasen Conservation Area Appraisal update is now in the work programme and will commence prior to the end of March 2021.

4. Local Engagement

- 4.1 Pre- COVID, the town were planning a micro “Alchemy” style event to discuss the towns vision and growth plan for the next 5 years. The event aimed to bring together the social, community organisations with businesses and local authority figures to agree a plan of priority projects and to apportion funds from the £200k budget.
- 4.2 For the past 9 months, both the District and Town Councils have worked alongside businesses to administer grant payments during difficult and challenging financial times. The majority of businesses have felt supported and a number have taken up the offer of further business advice and/or other services that have been offered. Most businesses expect to resume with a degree of normality once the opportunity to do so arises.
- 4.3 There is now an opportunity to build on that sense of “togetherness” and it’s widely anticipated that Market Rasen businesses would be open to engage with consultation activities and events should a mini townscape heritage initiative come to fruition.
- 4.4 In order to keep moving forward, Market Rasen Town Council are working together to review the 3 Year Vision and Strategy it developed 2-3 years ago and is now taking into consideration the changes required to adapt in a different world.

5. Financial Summary

- 5.1 A full financial summary will be provided as part of the detailed project to be considered by Prosperous Communities Committee in June 2021. As set out above, a proportion of the allocation will be required to cover the project management costs, whilst the remainder will be utilised to attract further grant funds, match funding and as direct grant intervention.

6. Timescales

6.1 Phase 1 – PC Committee January 2021

Initial outlining report with changes to funding conditions/criteria and remit to build up a detailed project/spending plan with a heritage led focus.

6.2 Phase 2 – PC Committee June 2021

Approve detailed delivery/spend plans and implementation programme. It will be necessary to form a recommendation to Corporate Policy and Resources Committee.

7. Governance

7.1 West Lindsey District Council will work with Market Rasen Town Council to establish a project steering group with terms of reference that will help shape and endorse the project and scheme plan. Much work has been done to establish this through heritage led regeneration projects across the district which will be utilised to support the development of the project in Market Rasen.

7.2 A new project steering group will be created from a selected group of experts, specialists within heritage led schemes, along with representatives from the Town and District Council. The steering group will seek approval for project spend from West Lindsey District Council.

7.3 Funds will be managed by West Lindsey District Council with final project spend to be delegated to the Assistant Director of Planning and Regeneration and Assistant Director Finance, Business Support and Property Services (S151) in consultation with the Chair of Corporate Policy & Resources Committee, subject to the conditions to be worked up and agreed.

7.4 Full project governance will be considered in detail in the report to committee in June.

8. Links to Other Programmes

8.1 A wider townscape programme could realise a number of other benefits including:

- Working with Visitor Economy officers to develop the Lincolnshire Wolds website, literature and heritage trails.
- Links with the schools careers curriculum - heritage and construction
- Partnership involvement and links to wider initiatives such as the One Public Estate programme led by Lincolnshire County Council.

9. Recommendations

- 9.1 Approve the principle of utilising the allocated £200k capital budget to fund a Townscape Heritage project in Market Rasen, and in doing so rescind the principles of this funding allocation, as set out in the report of 19th July 2018 to Corporate Policy & Resources Committee.

- 9.2 Agree to the development of a fully costed Townscape Heritage project and scheme plan to be approved by Prosperous Communities Committee, in June 2021, with recommendation to the Corporate Policy and Resources Committee as appropriate.

Prosperous Communities Committee Workplan as at 18 January 2021

Purpose:

The table below provides a summary of reports that are due on the Forward Plan for the remainder of the Calendar Year.

Recommendation:

1. That members note the contents of this document.

Title	Lead Officer	Purpose of the report
26 JANUARY 2021		
Lincolnshire Homes for Independence Blueprint	Diane Krochmal, Assistant Director Homes and Communities	to present the Lincolnshire Homes for Independence Blueprint for approval
Market Rasen Development Fund	Grant White, Enterprising Communities Manager	To approve changes to the established Market Rasen Development Fund in order to support new priorities, change the delivery style and ensure appropriate fund management and governance are in place.
Prosperous Communities Revenue Base Budgets 2021/22 to 2025/26	Sue Leversedge, Business Support Team Leader	the report sets out details of the Committees draft revenue budget for the period 2021/22 and estimates to 2025/26.
Reintroduction of rents on Gainsborough Market	Ady Selby, Assistant Director of Commercial and Operational Services	Plan on how the free rental period will end and a strategy for re-introducing charges
Supporting housing delivery and public service infrastructure - Government Consultation	Russell Clarkson, Interim Planning Manager (Development Management)	To formulate a response to government consultation on permitted development rights, change of use and speeding up planning permission for public service infrastructure.
16 MARCH 2021		
Public Transportation Programme	Grant White, Enterprising Communities Manager	To updated on past progress of transport initiatives supported by WLDC and approve a new delivery plan for

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our Public Transportation Programme.

Lincolnshire Health and Well-being Partnership Presentation

Membership of Keep Britain Today and implementation of DEFRA voluntary Code of Conduct

Ady Selby, Assistant Director of Commercial and Operational Services

Response for Committee following motion at full Council on the following points -

(b) by way of report to Prosperous Communities Committee, examine the merits of becoming a local authority member of the Keep Britain Tidy Network, and identify which of the campaign's including Love Parks and Charity Bins, could be introduced in the District;

(d) by way of report to Prosperous Communities Committee, investigate whether promoting take-up of the DEFRA voluntary code amongst our fast food businesses and local business partnerships is appropriate and investigate the resource and capacity implications, of seeking their sponsorship for the introduction of a Charity Bin scheme and for a public education programme. Prosperous Communities Committee are charged with making a formal decision in respect of this aspect of the motion.

Rural Designation

Sarah Elvin, Housing Communities Project Officer

To seek approval to make an application to the Secretary of State for West Lindsey to obtain Rural Designation under Section 157 of the Housing Act 1985.

Selective Licensing - Update and Future Proposals

Andy Gray, Housing and Enforcement Manager

To update Councillors on the current position with the Selective Licensing Scheme in Gainsborough and to advise on future proposals.

8 JUNE 2021

Strategic Visitor Economy Strategy

Wendy Osgodby, Senior Growth Strategy & Projects Officer

Support for the Visitor Economy is embedded within West Lindsey District Council's Corporate Plan, under the theme 'A prosperous and enterprising district' as

follows:

Vision:

'Creating local wealth through the visitor economy'

Objectives:

-Increasing number of visitors / length of stay

-Increasing expenditure by visitors

-Developing leisure, culture and recreational offer

-Increasing the quality and number of businesses / jobs in the sector

Therefore, it is clear that support for developing our Visitor Economy sits at the centre of our strategy for the future of the district.

Public Health Funerals Policy

Andy Gray, Housing and Enforcement Manager

To seek approval for the Policy relating to Public Health Funerals, for which the Council is responsible for under S46 of the Public Health (Control of Disease) Act 1984.

03 JULY 2021

Update on Health related work

Diane Krochmal, Assistant Director Homes and Communities

to provide Members with an update on Health related work

Selective Licensing - Future Options and Proposals

Andy Gray, Housing and Enforcement Manager

To provide Councillors with information on the options available in relation to a future Selective Licensing Scheme and seek approval to consult upon these.

14 SEPTEMBER 2021

Selective Licensing - Gainsborough Scheme Review

Andy Gray, Housing and Enforcement Manager

To provide Councillors with information on the Gainsborough Selective Licensing Scheme in place between 2015 and 2020

26 OCTOBER 2021

Corporate Enforcement Policy

Andy Gray, Housing and

To review and approve the Corporate Enforcement

Enforcement Manager

Policy

Local Enforcement Plan (Planning Enforcement) and Customer Charter

Andy Gray, Housing and Enforcement Manager

To seek approval for the updated Local Enforcement Plan (Planning Enforcement) and Customer Charter

7 DECEMBER 2021

Selective Licensing - Future Proposals

Andy Gray, Housing and Enforcement Manager

To provide Councillors with final proposals for any future Selective Licensing Scheme

Agenda Item 8a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted