

Guildhall Gainsborough  
Lincolnshire DN21 2NA  
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## AGENDA

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

**Prosperous Communities Committee**  
Tuesday, 16th March, 2021 at 6.30 pm  
<https://west-lindsey.public-i.tv/core/portal/home>

**Members:**

- Councillor Owen Bierley (Chairman)
- Councillor Mrs Tracey Coulson (Vice-Chairman)
- Councillor John McNeill (Vice-Chairman)
  
- Councillor Stephen Bunney
- Councillor Christopher Darcel
- Councillor Michael Devine
- Councillor Paul Howitt-Cowan
- 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 - 14)

To confirm and sign as a correct record the Minutes of the Prosperous Communities Committee held on 26 January 2021.

4. **Matters Arising Schedule** (PAGES 15 - 17)  
Setting out current position of previously agreed actions as at 8 March 2021.
5. **Members' Declarations of Interest**  
Members may make any declarations at this point but may also make them at any time during the course of the meeting.
6. **PRESENTATION ITEM - Lincolnshire Health and Well-Being Partnership**  
Presentation by Mr David Postle, Wellbeing Service Manager.
7. **Public Reports**
  - i) Rural Designation (PAGES 18 - 28)
  - ii) Selective Licensing - Update and Future Proposals (PAGES 29 - 38)
  - iii) Re-introduction of rents on Gainsborough Market and Discretionary Business Grant funding to support traders (PAGES 39 - 46)
  - iv) Workplan (PAGES 47 - 49)

Ian Knowles  
Head of Paid Service  
The Guildhall  
Gainsborough

Monday, 8 March 2021

Prosperous Communities Committee- 26 January 2021  
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 MS Teams at <https://west-lindsey.public-i.tv/core/portal/home> on 26 January 2021 commencing at 6.30 pm.

**Present:**

Councillor Owen Bierley (Chairman)  
Councillor Paul Howitt-Cowan (Vice-Chairman) and  
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

**In Attendance:**

Sally Grindrod-Smith	Assistant Director of Planning and Regeneration
Ady Selby	Assistant Director of Commercial and Operational Services
Diane Krochmal	Assistant Director Homes and Communities
Sue Leversedge	Business Support Team Leader
Katie Storr	Senior Democratic & Civic Officer
James Welbourn	Democratic and Civic Officer

**Also Present** Mrs Julie Taylor – resident for public participation

**Apologies:** No apologies received

**Membership:** No substitutes appointed

### 38 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.

### 39 PUBLIC PARTICIPATION

The Chairman advised the meeting that one question/ statement had been submitted under the Public Participation Scheme, inviting Mrs Julie Taylor, of Market Rasen to address the Committee, who in turn made the following statement : -

“Thank you for this opportunity to encourage your support for consideration of Market Rasen in your deliberations tonight.

I am a member of Market Rasen Community Partnership Group. I have lived in Market Rasen for 45 years and worked in education in the town for 38 years. However, I have played little part in the overall community endeavors until March 2020. As a trustee of the Eleemosynary Charity, I was invited to join the Community Partnership. This partnership is comprised of representatives of numerous community groups that previously operated independently. However, the pressing needs facing the community from 2020 drew together these groups, including Churches, Rotary, Lions, Town councilors, local businesses, charities and willing volunteers, many of whom were involved in community activities for the first time.

Since March 2020, the Partnership has driven forward a vital service providing food boxes, meals, shopping, prescription collection, mass community occasion boxed “picnics” at Easter, Summer Bank Holiday, Christmas, and emotional support through a telephone contact line. In addition, the Partnership worked to raise the mood of the town and encourage local people to use the shops in the town, by organizing, financing and deploying Christmas lighting throughout the town.

We are all desperate to see the end of this current crisis, but one consequence of this past year has shown the strength of the combined energy, commitment and initiative of the community of Market Rasen. We see our work over the coming years to include the development of the economic fortunes of the town, encouraging and supporting independent traders and developing diversification by utilizing appropriate areas for small workshops and outlets. We are also committed to the protection, development and promotion of the natural environment and the heritage of the historic buildings of the town. We believe that by the provision of publicized walks and cycle tracks in this small market town close to the Lincolnshire Wolds we can build a better economic and environmental future for the town.

I would ask you to support us in this exciting future.”

The Chairman thanked Mrs Taylor for her submission and invited Vice-Chairman of the Committee and Local Ward Member for Market Rasen, Councillor John McNeill, to respond.

“Thank you for your question. You will receive a written copy of this response following the meeting.

The global Covid-19 pandemic has raised many challenges for all of us, whether

in the form of economic hardship, directly or indirectly impacting our health, including our mental health, by restricting our activities or keeping us from our friends and families. These are difficult time for us all.

I am grateful for your inspiring narrative; volunteering and taking on additional responsibilities is a really great way for members of our communities to help make a difference during these difficult times. I applaud those in the Market Rasen community, such as the Churches, the Rotary Club, the Lions Club, members of the Town Council, local businesses, and charities as well as other individuals, who came together to tackle the pressing needs of their community. I know that the Council has awarded several grants to support the work of the Market Rasen Community Partnership Group, indeed, I believe, another application is currently being assessed for circa £5,000 – which I fully support.

Among the many activities the group has undertaken, I was pleased to support the Christmas Lights' initiative along with my fellow ward members, Cllr Stephen Bunney and Cllr Mrs Cordelia McCartney, from our Councillor Initiative Funds.

On our agenda tonight is a report amending the terms of and extending the allocation of a £200,000 capital grant to Market Rasen. In 2017, when I first approached our former Commercial Director, Mrs Eve Fawcett-Moralee, I was keen that the many growth projects the Council were undertaking were not limited to the western side of the A15. From these discussions the idea of a capital grant to help the town spearhead growth projects was brought to fruition in 2018 by this and the Corporate Policy and Resources Committee. I therefore hope that members will support the change to this grant later in this meeting, to allow heritage-led regeneration projects to be enabled in Market Rasen, in a similar way to our Gainsborough Heritage-led Regeneration Projects.

I am also pleased to confirm that at yesterday's Council meeting a motion, proposed by Cllr Mrs Anne Welburn, regarding the 'Slow Ways' initiative, was agreed; this is an exciting project to map and promote walking routes nationally. West Lindsey District Council is now committed to promoting this initiative to all those who live, work, or visit our district.

I am also able to confirm that this council is already taking forward work to review Market Rasen's Conservation Areas, which should be going out for consultation in the spring. This work will support the Heritage-led approach for the grant already mentioned.

I am confident that I speak for us all when I say that we very much support the work of community groups and individuals, like yourself, who give of their own time, talents, and resources to make a difference in their local communities. I hope that your endeavours over the coming years are fruitful and West Lindsey District Council will be ready and willing to support you where we are able to do so.

I hope that the response I have provided is helpful. You may wish to stay for the rest of this meeting, but if not, thank you for your question."

The Chairman again re-iterated that the verbal response given would be provided in writing.

Mrs Taylor thanked the Committee, confirmed that she had no supplementary question and indicated that she would leave the meeting at that point.

#### **40 MINUTES OF PREVIOUS MEETING**

(a) Meeting of the Prosperous Communities Committee – 1 December 2020.

**RESOLVED** that the Minutes of the Meeting of the Prosperous Communities Committee held on 1 December 2020 be confirmed and signed as a correct record.

#### **41 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point in the meeting.

#### **42 MATTERS ARISING SCHEDULE**

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

Members’ attention was also drawn to the two green matters arising entitled “P and D Extra Info - Cost of B and B accommodation to the Council” and “P and D - additional data - Market Rasen LC Subscriptions”. Since producing the report, Members had received the requested information via e-mail and the matters arising report would be updated accordingly.

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

#### **43 PROSPEROUS COMMUNITIES REVENUE BASE BUDGETS 2021/22 TO 2025/26**

Members gave consideration to a report which presented the Prosperous Communities Committee budget for 2021/2022.

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

The Business Support Team Leader highlighted the key points of the report to the Committee including the total cost of services for 2021/22 being £4.603m (£4.708m 2020/21).

This had 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 was £0.05m relating to Secondary Employer Pension Contribution payments (Pension Deficit contribution). In addition, there were £0.144m of budgets relating to Earmarked Reserves to support one off project resources in 2021/22 (£0.409m in 2020/21). This was a movement of £0.265m from 2020/21 to 2021/22.

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

Excluding pension deficit and earmarked reserves, there was an increase of £0.13m on the base budgets for the committee, further details of which were contained within the report at section 2 and summarised to the Committee.

In response to Members' enquires, Officers confirmed the earmarked reserve for climate and sustainability was £500k. Earmarked reserves were a combination of projects reported both to committee and Management Team. Officers undertook to circulate the list of current reserves.

Officers clarified the reduction in the Leisure Management Fee was not related to Covid but rather as a result of a re-negotiation of the base budget fee. Budgets had been set at pre-Covid levels, any loss against predicted income would be reported through the Government Covid Impact reporting and recouped through grants, as had been the case this year (20/21). As such no adjustments had been or would be required.

With reference to trade waste and the reduced income, Officers clarified that a number of business had been covered by an umbrella contract. That contract had expired, Officers were approaching the businesses on an individual basis. It was hoped that some business would be retained but as the contracts were not yet secured, they could not be included within the base budget.

In responding to further questions, Officers confirmed the Well-Being contract was due to expire 2023, hence there was no projected income beyond that date. The Authority was not anticipating re-tendering for the contract. It was clarified that no figures had been included in the line termed "other Council properties" for future years, as these were expected to reach a cost neutral point. Street naming and numbering had been a new service area created mid-year

Members took assurance from the survey results that the Council's Corporate Priorities and Objectives appeared to be in line with respondents. Whilst noting it was in conflict with some other priorities, Members felt it worthy of noting the number of respondents indicating they would still prefer/require paper communications and considered this was something that should be borne in mind in future engagement and consultation work.

With no further questions on being moved, seconded and put to the vote, it was: -

**RESOLVED** that the draft Prosperous Communities budget 2021/22 and revenue estimates to 2025/26 be recommended 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.

#### **44 REINTRODUCTION OF RENTS ON GAINSBOROUGH MARKET**

Members gave consideration to a report which sought to re-introduce rental charges for traders onto Gainsborough Market.

The report also sought to update Members on performance with the Marshall's Yard contract and ongoing work for the long-term strategy for the Market.

Part 1 of the report considered the reintroduction of rental charges for traders on Gainsborough Market from 1 April 2021. The report identified options and took into consideration the position on other local markets and the lack of evidence that charging would act as a barrier to traders attending, and as such, recommended that rental charges for stalls should be re-introduced.

Part 2 of the report updated on performance with the two year contract currently in place with Marshall's Yard. Marshall's Yard currently provided promotional and marketing support for the General Market, was responsible for organising and promoting the monthly Farmers Market, as well as delivering two annual events in the Town Centre.

Whilst the Farmers Market and events had been successfully delivered wherever possible within restrictions, it had not resulted in any growth of the General Market and it was difficult to identify what impact the Covid crisis had had on attendance.

Finally, part 3 identified the work which Officers had been undertaken regarding the long term future of the Market. Officers were in the final stages of procurement of a consultant to produce a headline report for Members to consider in the spring. This future report would give an assessment of the current position with the Market, linked to regeneration work in the town centre, as well as give an options analysis for future delivery of the function.

Prior to opening the matter for debate Members were reminded that the meeting would need to move to "closed session" should Members wish to discuss in detail the contents of the appendix.

Debate ensued and Opposition Members suggested that a much broader approach and wider thinking around the Markets was required, this should be seen in the context of supporting the wider town centre through what had been and would continue to be a difficult period.

Some expressed disappointment with the recommendations, and were of the view that the position had not changed in recent years. In signing the contract with Marshall's Yard there had been a belief a positive impact would be seen on the wider town centre. Whilst accepting it had been a difficult year, the results of the contract were disappointing.

It was considered that there was a real need for new creative initiatives and to address the wider issues, such as how to increase footfall to support the wider town. Examples of initiatives Members felt should be further investigated and aspired to, including a travelling farmers market, were shared. With the continued uncertainty around the end date of national restrictions, some considered it far too early to be re-introducing charges. Traders, if they

were to attend, needed to have the opportunity to take an income and at present they simply didn't, disputing that all markets were in decline.

In responding, Officers acknowledged that this had been an unprecedented year with much of the focus being on maintaining and delivering front line services. Members were reminded the two year contract had been put in place to allow time to develop the wider strategic work referenced by Councillors. It was acknowledged that had been delay however, the Council had engaged the services of an experienced consultant. The Council had worked hard to ensure the scope for the review was appropriate and included how the Council may deliver markets in other towns and large villages across the District. It was anticipated these wider proposal would be brought before Committee in the spring with a view to delivery commencing once approved and on expiry of the current contract.

Members urged that the service needed to be financed and resourced appropriately and did not consider this had been the case historically.

The need to support the wider town centre and the market was shared across the Chamber, however it was disputed whether simply not charging rent would be part of the solution, particularly if resources were to be invested. Rental charges appeared to have little impact on the number of traders attending.

Members acknowledged the additional marketing work which had taken place, but referring to early comments, some suggested whether different mediums now needed to be re-introduced.

Officers acknowledged that a number of initiatives aimed at supporting the markets had been developed over the years with limited success. Historically the market had been seen as a "cost centre" with little recognition of the wider benefits a thriving market could bring to a town. Officers accepted a much more holistic approach with less focus on the market being a commercial entity was required, and that had been the brief provided to the consultant. Members were advised that this wider work, with this revised ethos, was anticipated to be presented to Members in the spring.

Having heard of the planned future work there was still considerable unease at re-introducing charges from 1 April. Some members were of the view that the traders had been amongst some of those most severely effected and therefore rents should remain free until at least the end of lock down and maybe beyond.

It was also suggested that the Markets for some years had had no clear direction, making policy development difficult. The effectiveness of the marketing was again questioned, with examples being cited as to where this could have been improved and garnered a wider audience. The value for money on the contract was questioned.

Whilst Members were supportive of the planned future work and the intimated change in approach to financing of the market, the general consensus across the Committee was that it was not the right time to re-introduce charges.

Members made reference to the historical decisions taken and the negative impact these had had on the market place. The removal of parking from the town centre was considered to have been significantly detrimental and there were calls for this position to be re-instated.

Some suggested that charges should be revisited in 3 months. There were also proposals to reconsider the matter in June and with a view to rents being re-introduced at some point after that.

Given the opposing views across the Chamber, and with little evidence to suggest the recommendation in respect of the re-introduction of fees would be supported, it was proposed that the debate around this aspect of the report be adjourned (procedure rule 11k) until the Committee next met in March.

Officers highlighted that a deferral until March would mean charges could not be brought in any sooner than June. Should the charge also not be agreed this evening, this would need to be reflected in the base budgets earlier recommended by the Committee.

On that basis, and having had a proposal that the debate in respect of the fee be deferred, seconded, it was

**RESOLVED** that: -

- (a) the ongoing work outlined in Part 3 of the report be noted and welcomed;  
and
- (b) the debate in respect of the decision as to whether to re-introduce rental charges for traders be deferred until the Committee's next meeting on 16 March 2021.

#### **45 LINCOLNSHIRE HOMES FOR INDEPENDENCE BLUEPRINT AND HHCDG WORKSTREAM**

Consideration was given to a report which presented the Lincolnshire Homes for Independence Blueprint, a document setting out shared and common aims and principles for achieving housing, health and care outcomes across the County.

The purpose of Homes for Independence Blueprint was outlined to Members. The Committee on 29 January 2018 had 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.

The blueprint built on the set of principles adopted through the MOU and would further embed the role housing had to play in achieving health outcomes through the holistic approach taken by the Council.

The Blueprint was 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 would form the basis for some of the work of the council within the Homes and Communities business area.

The blueprint, would be owned by the Housing Health and Care Delivery Group (HHCDG) and focussed 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

The Blueprint would be used for project planning, providing evidence and justification in decision making processes as well as providing a focus on actions to secure greater provision of a wide range of housing choices and to further integrate services designed to promote independent living.

The national and local influences which had driven the development of the blueprint and provided the focus of work within the HHCDG were summarised to Members and outlined in Section 3 of the report.

The Homes for Independence Blueprint had been endorsed by the Health and Well-Being Board on 1 December 2020 with the recommendation that relevant partners adopt the blueprint through the appropriate decision making processes.

Programmes of work that contributed to meeting the objectives within the Homes for Independence blueprint would be delivered through a delivery plan. The plan supported the work of the HHCDG who oversaw the housing priority within the Lincolnshire Joint Health and Wellbeing Strategy.

Members spoke positively of, and welcomed, the cross-organisation work being demonstrated. Members urged this agenda be progressed quickly by all Partners.

**RESOLVED** that West Lindsey District Council adopt and agree to work towards meeting the objectives set out within the Lincolnshire Homes for Independence Blueprint.

#### **46 CONSULTATION RESPONSE TO SUPPORTING HOUSING DELIVERY AND PUBLIC SERVICE INFRASTRUCTURE**

Members gave consideration to a report which sought to update the Committee on the content of the consultation entitled “Supporting Housing Delivery and Public Service Infrastructure” and to share with them the draft technical consultation response for comment prior to submission.

The Government had launched the consultation on 3 December with a closing date for comments on 28 January 2021. The consultation sought views on further changes to the Planning System, related specifically to approaches to Development Management. These changes were being proposed by Government in order to support and speed up housing delivery, economic recovery and public service infrastructure.

The current consultation related 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 report briefly highlighted some of the key issues across the three themes and attached at Appendix 1 was the draft responses to the specific questions posed by the consultation. Officers had approached the responses with a priority focus on rural issues.

In response to questions, Officers confirmed the wholesale review was across all permitted developments rights. Concern was expressed that there was again an emphasis from the Government on speed and reduced consultation. Some spoke of their discomfort at the proposed 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 the requirement of planning permission from the Local Planning Authority. It was feared retail units would disappear and along with it “the High Street”.

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

**RESOLVED** that: -

- (a) the conclusions of the report and the suggested response to each question be endorsed.
- (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 consultation response, on behalf of West Lindsey District Council, in line with the content of the report and any comments made throughout the debate.

#### **47 SUPPORTING GROWTH AND REGENERATION IN MARKET RASEN**

On 19 July 2018, the 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

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.

Members gave consideration to a report which sought to update the Committee on progress

made in supporting growth and regeneration in Market Rasen.

Since the funding was approved, Market Rasen Town Council had been unable to bring forward and agree projects that met the requirements set out in the originally approved report, the reasons for which were outlined in the report.

Given that over two years had lapsed, it had been considered appropriate to review the capital programme commitment. It would be essential for the Prosperous Communities and Corporate Policy & Resources Committees to review and agree any changes whilst also continuing to commit to the principles of local consultation and wider support.

Senior Officers had begun a series of meetings to review the challenges and opportunities. An outline heritage-led proposal, (based upon Market Rasen's Heritage Action Zone Bid) had been identified as an option that aligned with priorities raised and supported previously with the community and Market Rasen Town Council.

Section 3 of the report outlined how the heritage lead approach may be facilitated, namely by a Council led partnership to develop a small-scale Townscape Heritage project. It was anticipated that 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.

If Members were minded to approve this revised approach, the next steps would be to develop a fully costed project and scheme plan. This would include the creation of key documents required for the delivery of a historic buildings grant scheme as detailed within the report.

Section 6 of the report set out indicative timescales should the proposal be supported. There would also be the need to establish partnership and governance arrangements. Section 7 of the report detailed at a high level what such a partnership may look like, although it was noted governance arrangements would form part of any future report.

Debate ensued and Members from across the Chamber whole-heartedly welcomed the change in approach, particularly welcomed was the increased Officer support and expertise being afforded as part of the revised delivery model.

Members made reference to the successes delivered by the Gainsborough THI Project. It was recognised that there was a real opportunity to apply the learning and knowledge gained through those previous successes to deliver similar benefits to Market Rasen. The proposed approach also facilitated greater community engagement, partnership working and match funding opportunities all of which were commended.

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

**RESOLVED** that

- (a) the principle of utilising the allocated £200k capital budget to fund a Townscape Heritage project in Market Rasen, be approved and in doing so the principles of this funding allocation, as set out in the report of 19 July 2018 to Corporate Policy & Resources Committee, be rescinded.

- (b) a fully costed Townscape Heritage project and scheme plan be developed for approval by Prosperous Communities Committee, in June 2021, (with recommendation to the Corporate Policy and Resources Committee as appropriate).

#### **48 WORKPLAN**

Members gave consideration to the Committee Workplan.

The Chairman encouraged Members to review this coming Friday's Members Newsletter, which would include an information report detailing progress of on-going trials of separate paper and card collections in various Districts across Lincolnshire. A report for decision on this matter was due before the Committee in early Autumn.

In response to a question, Members were advised the bequest referenced was being dealt with informally through Chairs Briefing with no formal decision required from the Committee.

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

The meeting concluded at 8.38 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	<b>P and D Extra Info - Cost of b and b accommodation to the Council</b>	extract from mins of mtg held on 1/12/20: -  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.	<b>Information below provided to all cttee member on 2/2/20</b>  <b>confirm that the cost to the Council for such accommodation during 2020/21 (up to 31st December) is £22,173.63.the full year's costings will be provided as part of the Q4 P&amp;D report.</b>	01/02/21	Ellen King
Black	<b>p and d - additional data - Market Rasen LC Subscriptions</b>	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.	<b>Information below provided to cttee members via e-mail on 19 Jan 2021</b>  <b>From 1st July 2020 to the present date, a total of 835 people have visited the centre as casual users or to access an exercise class. Of these, 302 signed up to full membership (though 15 have since cancelled their membership citing the pandemic) and 518 remain casual users of the centre.</b>	01/02/21	Ellen King
Black	<b>Market Rents</b>	Extract from mins of meeting 26/1/20 - Decision be deferred and re-submitted to March cttee	<b>item re-submitted to agenda</b>	04/02/21	Ady Selby
Black	<b>p and p submission</b>	The public speaker be provided with the verbal response given on the evening in writing	<b>completed</b>	30/01/21	Katie Storr
Black	<b>Submission of Consultation Response</b>	extract from mins of meeting 26/1 : -  approval to submit the response as prepared granted	<b>submission as presented to Members was made before the deadline</b>	28/01/21	Sally Grindrod-Smith

<b>Black</b>	<b>list of reserves to be provided to Members</b>	extract from mins of meeting 26/1/2021  Officers undertook to circulate the list of current reserves.	<b>information supplied by e-mail on 26 Jan to all Cttee Members</b>	26/01/21	Sue Leversedge
<b>Green</b>	<b>enforcement Training for Parish Councils</b>	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	<b>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.</b>  <b>Currently on hold due to COVID -19 rules - virtual training not appropriate . target deadline extended as no change in rules</b>	01/08/21	Grant White
<b>Green</b>	<b>information pack for parish councils re reporting issues</b>	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.	<b>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: <a href="http://www.west-lindsey.gov.uk/parishsupport">www.west-lindsey.gov.uk/parishsupport</a>.</b>  <b>Lead Members have sought confirmation that this page has been promoted with the parishes,.</b>  <b>Limited promotion undertaken due to COVID 19 impact on the nature of this work and activities within the charter</b>	01/08/21	Grant White

Green	<b>parish charter publicity and promotion and yearly impact review</b>	<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><b>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: <a href="http://www.west-lindsey.gov.uk/parishcharter">www.west-lindsey.gov.uk/parishcharter</a></b></p> <p><b>A page has also been created for Parish Forum events: <a href="http://www.west-lindsey.gov.uk/parishforum">www.west-lindsey.gov.uk/parishforum</a></b>  <b>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.</b></p> <p><b>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.</b></p> <p><b>Target date extended due to continuing covid restrictions</b></p>	01/08/21	Grant White
Green	<b>CCTV Case studies for Members Newsletter</b>	<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><b>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.</b></p>	31/03/21	Grant White
Green	<b>Market Rasen Funding - THI Scheme</b>	<p>Extract from mins of meeting 26/1</p> <p>fully costed scheme and plan be approved by PC in June</p>	<p><b>Item Needs adding to the Forward Plan for June 2021</b></p>	31/03/21	Sally Grindrod-Smith

# Agenda Item 7a



**PROSPEROUS  
COMMUNITIES  
COMMITTEE**

**16<sup>th</sup> March 2021**

**Subject: Rural Designation**

Report by:

Assistant Director of Planning and Regeneration

Contact Officer:

Sarah Elvin  
Senior Housing Strategy and Enabling officer

sarah.elvin@west-lindsey.gov.uk

Purpose / Summary:

Seek approval to make an application to the Secretary of State to designate areas of West Lindsey as rural under Section 157 of Housing Act 1985.

## **RECOMMENDATION(S):**

- 1 Agree the areas for Rural Designation as set out in Appendix 1.**
- 2 Approve the submission of an application from West Lindsey District Council for Rural Designation under Section 157 of the Housing Act 1985 to the Secretary of State.**

## IMPLICATIONS

**Legal:** Officers have worked with Lincolnshire Legal Services to agree a position for West Lindsey in respect of Rural Designation.

Two pieces of advice were sought:

- Can WLDC make an application for Rural Designation as a non-stock holding authority
- Will there be an impact on Registered Providers in West Lindsey should Rural Designation be achieved?

Advice received on the above is contained in the report and appropriate advice will continue to be sought as the application progresses.

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

### **Financial :**

**FIN/156/21**

No Financial impact.

There is no cost to the application for rural designation nor a cost for working up the necessary policy position as this will be covered through our work on the Central Lincolnshire Local Plan.

**(N.B.) All committee reports MUST have a Fin Ref**

### **Staffing : None**

The work will be completed from within existing staff resources.

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

### **Equality and Diversity including Human Rights :**

Approval to seek rural designation will ensure that West Lindsey's rural communities are able to benefit from future affordable housing delivery thus allowing better access to quality, affordable homes that meet local needs.

**Data Protection Implications : None**

**Climate Related Risks and Opportunities :**

The Central Lincolnshire Local Plan review is considering in detail climate related risk and opportunity. As part of this work the ability to deliver affordable housing with improved carbon credentials is being explored. Any affordable housing delivered in rural areas of West Lindsey will comply with the latest policy requirements and the impact of any viability challenge is being considered as part of the evidence base of the local plan review.

**Section 17 Crime and Disorder Considerations : None**

**Health Implications:** The ongoing provision of quality affordable housing in rural areas will ensure that those in need have access to a home that meets their requirements.

**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 :**

**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: Rural Designation**

1.1 Rural Designation as detailed in S157 of the Housing Act 1985 can be utilised for two purposes:

- 1) Rural Safeguards from the Right to Buy – Rural designation provides two rural safeguards from the Right to Buy. Either, the Local Authority has the pre-emptive right to buy back a home that has been sold under Right to Buy when it comes onto the market, or, at resale the home bought under the Right to Buy must be sold to someone with a local connection.
- 2) Exemptions from the 10 dwelling threshold for securing affordable housing contributions - The National Planning Policy Framework (NPPF) and National Planning Policy Guidance (NPPG) use this definition to define designated rural areas. In these areas, the NPPF states Local Planning Authorities can seek an affordable housing contribution on sites of five units or fewer.

1.2 Local Authorities can apply for the whole district to be designated as 'rural', covering all areas within that meet the following criteria:

- A population density of no more than two persons per hectare
- Areas with more than 3,000 inhabitants are ineligible.

1.3 The first criterion can be applied with some flexibility. For example, some parishes just over these limits may be designated in order to avoid a patchwork situation where some parishes are designated while others broadly similar are excluded. Population cannot be applied flexibly and any parish with a population over 3,000 cannot be designated.

## **2. What would rural designation mean to West Lindsey?**

2.1 As West Lindsey District Council do not hold housing stock, the Rural Safeguard from the Right to Buy does not apply. Residents who reside in ex-local authority stock purchased through the Right to Buy prior to stock transfer are not impacted.

2.2 Rural Designation would allow the Council to set specific affordable housing requirements across areas designated as rural, ensuring that affordable housing can continue to be delivered in rural locations. This policy requirement would be clearly articulated within the Central Lincolnshire Local Plan.

## **3. Why are West Lindsey looking to achieve designated rural areas now?**

- 3.1 On 6 August 2020, the Government published a consultation document titled '*Changes to the current planning system*' that sets out proposed measures to improve the effectiveness of the current planning system. One of the proposals from this consultation comprises a potential time-limited increase to the small sites affordable housing threshold.
- 3.2 Currently, the NPPF sets out affordable housing contributions should not be sought from developments on small sites; i.e. those delivering 10 or less residential units. In designated rural areas, local planning authorities are entitled to set a lower threshold of five units or fewer.
- 3.3 The overarching aim of the proposed increase to the small sites threshold is to stimulate economic recovery in the wake of COVID-19. The intention is to specifically support small-to-medium sized developers (SMEs) by reducing the burden of developer contributions on sites more likely to be built out by SME developers which West Lindsey does support by offering assistance and advice to SME builders where required.
- 3.4 The Government anticipates that, on balance, raising the threshold would make more sites viable for SME developers and therefore increase the pace of their delivery. The consultation paper acknowledges that the trade-off for increasing the threshold would be a fairly significant reduction in affordable housing delivery.
- 3.5 The Government is proposing to temporarily raise the small sites affordable housing threshold to up to either 40 or 50 residential units. The idea is that this new higher threshold will be implemented for an initial period of 18 months during which time the Government '*will monitor its impact before reviewing the approach*' – thereby leaving the door open to extending the time limit.
- 3.7 At present, West Lindsey do not have rural designation which in turn means that should this proposal be brought in, any sites under 40 (or 50 depending on decision on number) would not be required to deliver affordable housing contributions either on-site or off-site.
- 3.8 NKDC have rural designation for their rural areas and being in Central Lincolnshire, West Lindsey obtaining this designation would align our Housing Market Areas and give the ability for the Central Lincolnshire Local Plan (CLLP) to explore the possibility of developing a separate affordable housing requirement for designated rural areas.
- 3.9 It is considered that securing the rural designation for West Lindsey would allow the current affordable housing policy in the CLLP (LP11) to be retained and thus allow the authority to continue the delivery of affordable units on the same basis as now, which has had proven successful and sustainable.
- 3.10 It is important to note that the adoption of a Rural Designation in West Lindsey will allow us to maintain the current policy requirement for Affordable Housing and that is the main intention in seeking the designation. However, any future iterations of the CLLP will be subject

to a Whole Plan Viability Review which may change the size of site requiring an affordable housing contribution. This will depend on a number of factors, including the strength of the market and the level of other obligations being requested as part of the wider plan. Any final amendments to the CLLP Policies will be determined by the Joint Strategic Planning Committee.

- 3.11 Rural Designation allows the authority greater flexibility to request affordable housing on new rural residential sites and places that responsibility with the Local Authority as opposed to being subject to National Policy, which may not reflect the local rural situation in West Lindsey.
- 3.12 Should it be agreed to submit an application for Rural Designation, the timescales for achieving the designation will be dependant on the time taken to process the application by the Secretary of State. Should the designation not be sought before a change to the planning system is brought in (no timescales for this at this time,) there is the potential that any planning applications in rural areas of over 10 dwellings could have a lesser affordable housing contribution. This is why it is vital we submit an application as soon as possible.

#### **4. Proposed areas to be considered for Rural Designation**

- 4.1 Officers have established an evidence base which brings together key data for each rural parish. This has been utilised to develop the proposal for which areas should be included within the Rural Designation.
- 4.2 Appendix 1 detailed the areas proposed to be designated as rural. This information includes the following information for each parish:
- population figures
  - current designation
  - parish hectares,
  - population density per hectare.
  - which parishes have flexibility applied and the reason flexibility has been applied.
- 4.3 Appendix 2 shows a map of West Lindsey which highlights which areas are to be designated as Rural should the application be successful.

#### **5. Impact**

- 5.1 It is essential that rural affordable housing be protected. With rising house prices and rural areas becoming increasingly in demand, it is vital that local authorities ensure there is affordable housing being developed in rural areas. Affordable housing provides homes that are within the financial reach of local people, allowing them to remain in the area in which they were brought up in or have support within and continue to contribute to sustain local services.

5.2 The below tables assists with understanding the potential impact increasing the threshold to 40 units before an affordable housing contribution is required, could have on the delivery of affordable housing in rural locations.

5.3 This table denotes all sites within rural locations less than 3000 population and 1500 dwellings that have permission or are allocated in the Central Lincolnshire Local Plan.

Sites with less than 40 units	291
Total sites	306
Proportion of sites with less than 40 units	95%
Homes on sites less than 40	781
Assumed number of affordable housing units to be delivered*	156

\*based on 20% of figure. Some sites will have required contribution 25% and some sites will have less than 10 units, which will not trigger a contribution.

5.4 The potential change in policy will have an impact on sites within non-rural locations where the rural designation will not safeguard the delivery of affordable housing. The below table indicates the potential impact on this policy change for settlements over 3000 population and these affordable housing units will be lost.

Sites with less than 40 units	73
Total sites	104
Proportion of sites with less than 40 units	70%
Homes on sites less than 40	277
Assumed number of affordable housing units to be delivered*	55

\* based on 20% of figure. Some sites will have required contribution 25% and some sites will have less than 10 units, which will not trigger a contribution.

5.5 The impact on non-rural location is clearly not as vast with affordable housing still being provided on the larger sites and so delivered in these non-rural locations.

5.6 This only gives an indication of the potential impact and while it is understood that delivering these smaller sites is important, removing affordable housing contributions does not make these sites any less deliverable in West Lindsey for SME's.

## 6. Legal

6.1 Legal advice has been sought for two matters:

- 1) West Lindsey District Council as a non-stock holding authority are able to make an application for rural designation. Legal Services Lincolnshire (LSL) have confirmed WLDC are able to make an application.

2) West Lindsey achieving rural designation will not have a negative impact on Right to Buy for Acis or other RP's and their properties. LSL have provided a cabinet report by Wyre Forest District Council for the same purpose which states:

*"It is important to note that designation of rural areas under s157 does not exempt properties from the Right to Buy. It does not impact on the ability of any eligible tenant to take up the Right to Buy; neither does it place any obligation on a social landlord to impose the conditions enabled by the rural designation - it is solely at their discretion."*

6.2 Based on the minimal risk of achieving rural designation on the registered providers whose tenants have the Right to Buy their properties, WLDC did not deem it necessary to seek any further legal advice than that provided by Lincolnshire Legal Services on this matter.

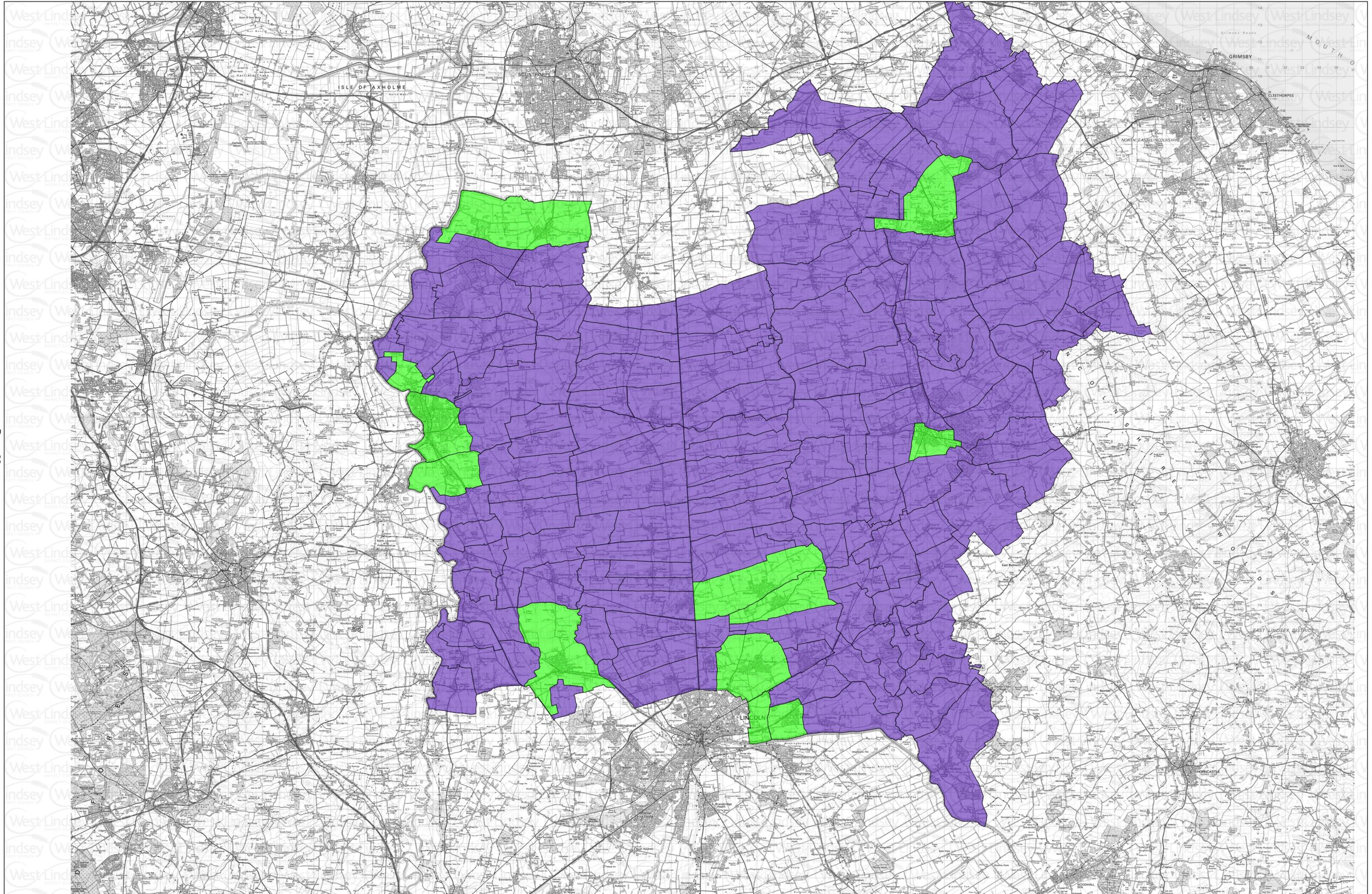
## **7. Recommendations**

- 1 Agree the areas for Rural Designation as set out in Appendix 1.**
- 2 Approve the submission of an application from West Lindsey District Council for Rural Designation under Section 157 of the Housing Act 1985 to the Secretary of State.**

Parish	Rural Designation	AONB (Y/N)	Population (2011 Census)	Parish Hectares (WL GIS)	Density per head per hectare (WL GIS)	Population density flexibility applied
Aisthorpe	Y		123	334.206	0.37	
Apley	Y		74	673.75	0.11	
Bardney	Y		1868	2191.179	0.85	
Barlings	Y		460	732.745	0.63	
Bigby	Y		347	1369.259	0.25	
Bishop Norton	Y		308	1415.174	0.22	
Blyborough	Y		115	989.321	0.12	
Blyton	Y		1383	2070.211	0.67	
Brampton	Y		83	390.561	0.21	
Brattleby	Y		111	462.697	0.24	
Broadholme	Y		119	271.479	0.44	
Brocklesby	Y		117	1593.021	0.07	
Brookenby	Y	Y	665	279.644	2.38	Parish density high due to small Parish area. Brookenby is already designated due to AONB
Broxholme	Y		74	546.567	0.14	
Bullington	Y		53	360.627	0.15	
Burton	Y		625	967.355	0.65	
Buslingthorpe	Y		58	569.535	0.10	
Cabourne	Y	Y	76	1183.789	0.06	
Caenby	Y		81	588.517	0.14	
Caistor (town)	N		2674	1336.576	2.00	Town and as such wouldn't make sense to designate as a rural settlement
Cammeringham	Y		127	735.659	0.17	
Cherry Willingham	N		3506	420.44	8.34	
Claxby	Y	Y	228	686.005	0.33	
Cold Hanworth	Y		47	330.53	0.14	
Corringham	Y		523	2574.464	0.20	
Dunholme	N		2054	914.094	2.25	Population data 2011 likely to have reached 3000 based on amount of development within the last 10yrs and high population density/proximity to Welton
East Ferry	Y		204	901.666	0.23	
East Stockwith	Y		314	210.841	1.49	
Faldingworth	Y		400	1027.019	0.39	
Fenton, West Lindsey	Y		353	499.145	0.71	
Fillingham	Y		242	1454.905	0.17	
Fiskerton	Y		1209	1145.914	1.06	
Friesthorpe	Y		204	281.567	0.72	
Fulnetby	Y		21	457.911	0.05	
Gainsborough (town)	N		18508	994.778	18.61	
Gate Burton	Y		51	455.433	0.11	
Glentham	Y		508	1137.458	0.45	
Glentworth	Y		323	1260.597	0.26	
Goltho	Y		157	558.895	0.28	
Grange de Lings	Y		44	345.057	0.13	
Grasby	Y		480	948.896	0.51	
Grayingham	Y		123	698.196	0.18	
Great Limber	Y		271	2114.951	0.13	
Greetwell	N		823	333.768	2.47	Based on location, proximity to Lincoln and proposed development of Greetwell Fields SUE
Hackthorn	Y		207	1112.065	0.19	
Hardwick	Y		46	396.47	0.12	
Harpwell	Y		64	854.33	0.07	
Heapham	Y		102	501.092	0.20	
Hemswell	Y		391	694.103	0.56	
Hemswell Cliff	Y		794	407.546	1.95	
Holton cum Beckering	Y		136	763.899	0.18	
Holton le Moor	Y	Y	167	766.514	0.22	
Ingham	Y		912	859.416	1.06	
Keelby	Y		2092	751.816	2.78	Parish density high due to small parish area. Population is high, however, allocations in CLLP unlikely to take population over 3,000 threshold
Kettlethorpe	Y		426	890.24	0.48	
Kexby	Y		340	638.404	0.53	
Kirmond le Mire	Y	Y	41	453.271	0.09	
Knaith	Y		335	570.184	0.59	
Laughton	Y		410	1490.499	0.28	
Lea	N		1009	805.136	1.25	Based on location, proximity to Gainsborough and large parish area which impacts on the population
Legsby	Y		193	1799.6	0.11	
Linwood	Y		143	956.369	0.15	
Lissington	Y		154	619.647	0.25	
Market Rasen (town)	N		3904	411	9.50	
Marton	Y		747	527.12	1.42	
Middle Rasen	Y		2043	1464.409	1.40	
Morton	N		1325	349.363	3.79	Based on location, proximity to Gainsborough and population density
Nettleham	N		3437	1320.144	2.60	
Nettleton	Y	Y	685	1455.07	0.47	
Newball	Y		41	665.322	0.06	
Newton on Trent	Y		389	649.113	0.60	
Normanby by Spital	Y		402	708.581	0.57	
Normanby le Wold	Y	Y	60	801.409	0.07	
North Carlton	Y		172	744.104	0.23	
North Kelsey	Y		966	2518.941	0.38	
North Willingham	Y	Y	181	943.964	0.19	
Northorpe	Y		126	931.231	0.14	
Osgodby	Y		660	1781.854	0.37	
Owersby	Y		275	2473.136	0.11	

Owmbly-by-Spital	Y		388	697.687	0.56	
Pilham	Y		64	269.071	0.24	
Rand	Y		51	400.539	0.13	
Reepham	Y		915	725.419	1.26	
Riby	Y		129	1134.118	0.11	
Riseholme	Y		450	280.775	1.60	
Rothwell	Y	Y	226	1162.254	0.19	
Saxby	Y		46	552.842	0.08	
Saxilby with Ingleby	N		3992	1794.333	2.22	
Scampton	Y		1358	891.044	1.52	
Scothern	Y		860	938.527	0.92	
Scotter	N		3068	2188.681	1.40	
Scotton	Y		642	930.2	0.69	
Searby cum Owmbly	Y		267	994.926	0.27	
Sixhills	Y	Y	46	796.834	0.06	
Snarford	Y		53	463.646	0.11	
Snelland	Y		87	516.747	0.17	
Snitterby	Y		245	702.754	0.35	
Somerby	Y		44	400.93	0.11	
South Carlton	Y		168	787.394	0.21	
South Kelsey	Y		604	1696.571	0.36	
Spridlington	Y		213	929.209	0.23	
Springthorpe	Y		138	480.233	0.29	
Stainfield	Y		189	850.151	0.22	
Stainton by Langworth	Y		124	588.539	0.21	
Stainton le Vale	Y	Y	76	947.154	0.08	
Stow	Y		365	1545.831	0.24	
Sturton by Stow	Y		1369	850.812	1.61	
Sudbrooke	Y		1788	358.684	4.98	Parish density high due to small parish area. Allocations in CLLP unlikely to take population over 3,000 threshold
Swallow	Y	Y	289	1715.138	0.17	
Swinhope	Y	Y	194	534.784	0.36	
Tealby	Y	Y	593	1330.312	0.45	
Thonock	Y		37	420.447	0.09	
Thoresway	Y	Y	198	1812.628	0.11	
Thorganby	Y	Y	58	633.957	0.09	
Thorpe in the Fallows	Y		18	353.635	0.05	
Toft Newton	Y		457	935.096	0.49	
Torksey	Y		875	610.632	1.43	
Upton	Y		456	832.923	0.55	
Waddingham	Y		601	1516.736	0.40	
Walesby	Y	Y	249	1494.989	0.17	
Walkerith	Y		74	117.858	0.63	
Welton	N		4327	1582.548	2.73	
West Firsby	Y		30	496.136	0.06	
West Rasen	Y		94	1287.274	0.07	
Wickenby	Y		206	823.21	0.25	
Wildsworth	Y		81	436.869	0.19	
Willingham	Y		488	931.858	0.52	
Willoughton	Y		341	1132.52	0.30	

Key	
To be designated	
To be designated with flexibility of parish density applied	
Not to be designated	
Already fully or partially designated under AONB	





**Prosperous Communities  
Committee**

**Tuesday 16<sup>th</sup> March 2021**

**Subject: Selective Licensing - Update and Future Proposals**

Report by:

Chief Executive

Contact Officer:

Andy Gray  
Housing and Enforcement Manager

[andy.gray@west-lindsey.gov.uk](mailto:andy.gray@west-lindsey.gov.uk)

Purpose / Summary:

To provide an update on the current status of the Selective Licensing scheme and to advise on future proposals.

## **RECOMMENDATION(S):**

Committee are asked to :

- a) Note that the existing Selective Licensing scheme will expire on July 18<sup>th</sup> 2021.
- b) Agree the approach set out in section 7 in relation to the conclusion of the scheme meaning no further charges will be made after 1<sup>st</sup> of April 2021 for new applications, inspections being focussed on high risk issues and the approach to formal action taking into consideration public interest and the 6 month period within which any offences can be formally progressed.
- c) Approve that further work is undertaken by Officers to explore options for a further selective licensing scheme, with these options to be presented back to Committee as per the timescales set out.

## IMPLICATIONS

### **Legal:**

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

The legal framework for the scheme is found in Part 3 (Sections 79 to 100) of the Housing Act 2004. Alongside this, The Selective Licensing of Houses (Additional Conditions) (England) Order 2015 sets out additional conditions for the purposes of a designation under Section 80.

### **Financial : FIN/146/21/SSc**

Section 3 provides an overview of the financial information relating to the scheme.

There are no financial implications arising from this report.

### **Staffing :**

There are no staffing implications as a result of this paper.

### **Equality and Diversity including Human Rights :**

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

### **Data Protection Implications :**

No implications noted.

### **Climate Related Risks and Opportunities:**

The improvement of property conditions and subsequent outcomes of the licensing scheme have had a positive impact on energy efficiency and climate change. Further work will be undertaken as part of the overall review of the scheme to seek to quantify some of these benefits.

### **Section 17 Crime and Disorder Considerations:**

The licensing scheme has a direct impact on crime and disorder and the data contained within the report shows the extent of this. Any future proposals will consider the local data related to crime and anti-social behaviour as it is one of the key criteria within any designation.

**Health Implications:**

A selective licensing scheme is designated to address specific issues within an area and the designation criteria demonstrates how a scheme can improve health outcomes. For example, the improvement of property conditions is well documented to have a positive impact on health and addressing areas such as crime and ASB can contribute to the improvement of broader community health along with the health of an individual.

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

- Prosperous Communities Committee report 22<sup>nd</sup> March 2016
- Prosperous Communities Committee report 21<sup>st</sup> March 2017
- Prosperous Communities Committee report 24<sup>th</sup> October 2017
- Prosperous Communities Committee report 4<sup>th</sup> December 2018
- Prosperous Communities Committee report 3<sup>rd</sup> December 2019

**Risk Assessment :**

A full risk assessment will be developed in relation any future proposals.

**Call in and Urgency:**

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

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

**Yes**

**No**

**Key Decision:**

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

**Yes**

**No**

## **1. Introduction**

- 1.1. The Selective Licensing scheme in the Gainsborough South West Ward was approved at Prosperous Communities Committee on the 22<sup>nd</sup> March 2016. The scheme then came into force on the 18<sup>th</sup> of July 2016 for a five year period.
- 1.2. This report provides an update in regards to the progress of the scheme and outlines the current position since the last report was presented to Committee in December 2019.
- 1.3. This paper also sets out the proposed approach to the final stages of the existing scheme and sets out a timeline for future work in relation to selective licensing for West Lindsey District Council.

## **2. Current Position**

- 2.1. There are currently 748 licenses that have been granted within the designated area and a further 47 applications in progress. Based on our current estimation of remaining unlicensed properties there are circa 92% of properties now licensed within the area. 70 of the applications received were for properties which had previously had a licence issued. The original estimation for the number of licensed properties was 550.
- 2.2. There are currently 21 unlicensed properties that the Council are aware of, however this number does fluctuate based on the proactive work that is being undertaken to review each street and the properties it contains.
- 2.3. From April 2020 – January 21 there has been an average of 36 applications in progress in any one month. These originate mainly from the identification of unlicensed properties and new licenses applied for from new property landlords.
- 2.4. There are on average 16 housing disrepair cases open with the South West Ward in the year to date. This number has reduced dramatically since the inception of the scheme from 64 in 17/18, 34 in 18/19 and 29 in 19/20. Whilst there will always be an open caseload for this area, the licensing scheme is helping to ensure that general property standards improve resulting in less disrepair issues.

2.5. The table below provides an overview on the current position:

	The Home Safe Scheme	West Lindsey District Council
Applications*	584	211
Draft Licences	582	180
Full Licences	580	168
Exemptions (full)	n/a	17
Exemptions (temporary)	n/a	None currently in effect.
<i>*live applications, not including applications which have been cancelled or terminated</i>		

### 3. Impact of Covid 19

3.1. The delivery of the selective licensing scheme has been significantly impacted by the Covid 19 pandemic in the following ways:

**Restrictions on Landlords:** The Government initially issued and subsequently updated guidance for landlords during the pandemic on how to fulfil their obligations during this time. The Council have had to consider this guidance in regards to determining the circumstances in which to take enforcement action. This guidance has limited a landlord's ability to be proactive in certain circumstances.

**Inspections:** The inspection regime for both Homesafe and the Council was significantly delayed during the initial and subsequent lockdowns. Proactive inspections were not able to take place and the inspection regime for the final year of the scheme has had to be amended in light of this. This will only focus on high risk issues and is not being made mandatory in most circumstances.

**Property Sales:** The property market slowed during the initial lockdown and in turn the turnover of properties that generate additional licensing income slowed. This has recovered in some form, but has not been at the level of previous years.

**Ability to take formal action:** With less proactive property inspections it has reduced the scope for the Council to serve formal notice and to establish offences related to the licensing scheme. In turn, the volume of civil penalties issued has not been in line with our projections.

**Local Intelligence/Presence within the area:** Officers have not been as active within the licensing area for the reasons stated, therefore the ad hoc intelligence that is usually collected has not been done so on the same scale. In turn, the reduced property inspections have limited our interaction with tenants and our opportunities for dealing with some breaches of conditions that may have occurred.

**Processing of Applications:** During the pandemic landlords have been restricted in terms of their ability to carry out certain tasks such as updates to gas safety and electrical safety certificates. This has in turn delayed the completion of some new applications.

**Work to formally review the scheme:** This work has been delayed due to the pandemic as some of the officers within the work area have been focussing on other regulatory issues during this period. A revised timeline for the review has been proposed and is put forward within this paper.

**ASB Figures:** The level of ASB reports has increased slightly during 2020 and some of this increase relates to the lockdown periods that occurred during this time. The ability to deal with some of these matters has been limited for landlords and the Council, however the increase is not to an extent that causes great concern.

**Debt Recovery Measures:** Some legal processes have been restricted during this period and court proceedings are subject to significant delays. Whilst debt recovery has continued where possible, in some cases it has not proceeded due to the above. Any debt incurred during the licensing scheme can be recovered after it concludes.

#### 4. Financial Information

- 4.1. The Council has to date received £147,497 from licensing income. £69,540 was received in 16/17, £11,015 in 17/18, £18,534 in 18/19, £25,881 in 19/20 and £22,527 to date in 20/21. It is expected that a further £3,000 will be received before the scheme ends.
- 4.2. The income received has been used to fund the administrative roles that have supported the scheme, alongside the other officer resource used to deliver the outcomes of the schemes.
- 4.3. Income that has been derived from the serving of notices, costs from prosecutions and issuing of civil penalties is further outlined in section 5.

#### 5. Formal Enforcement Action

- 5.1. The Council's approach to enforcement action is risk based. The scheme has enabled officers to focus on those properties that present this highest risk and it is clear that the poorest property conditions are being identified in unlicensed properties. This is therefore where the focus of the schemes resource is aimed. The activity below has been subject to the restrictions relating to Covid 19 as explained.
- 5.2. An overview of the formal action taken against unlicensed properties as a result of the scheme is shown below.

Action Taken	Volume	Financial
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<b>Formal Notices Served</b>	102	Circa £19,000 (fee income)
<b>Energy Efficiency Compliance Notices Served</b>	23	n/a
<b>Interviews Under Caution</b>	9	n/a
<b>Cautions</b>	2	n/a
<b>Formal Warnings</b>	5	n/a
<b>Prosecutions</b>	8 40 convictions	*Fines issued £83k Costs awarded £10k
<b>Civil Penalties Issued</b>	21	**£115k total
<b>Civil Penalties in Progress</b>	9	£87k total
<b>Tribunal Appeals</b>	5 3 Upheld 2 settled	n/a

\*fines issued for prosecutions are collected by HMCTS and are not received by the Council

\*\* Civil Penalties and associated costs are received by the Council

5.3. The level of formal action is expected to continue for the remainder of the scheme and demonstrates the proactive work being undertaken by officers to identify offences committed and deal with them accordingly.

5.4. All unlicensed offences are being considered for prosecution or civil penalty.

5.5. Where civil penalties are not paid immediately a debt recovery process is in place with legal services whereby charges are added to properties and debt plus costs can then be recovered through the sale of these properties. This secures the recovery of costs for the Council and can also force the sale of the property from the landlord.

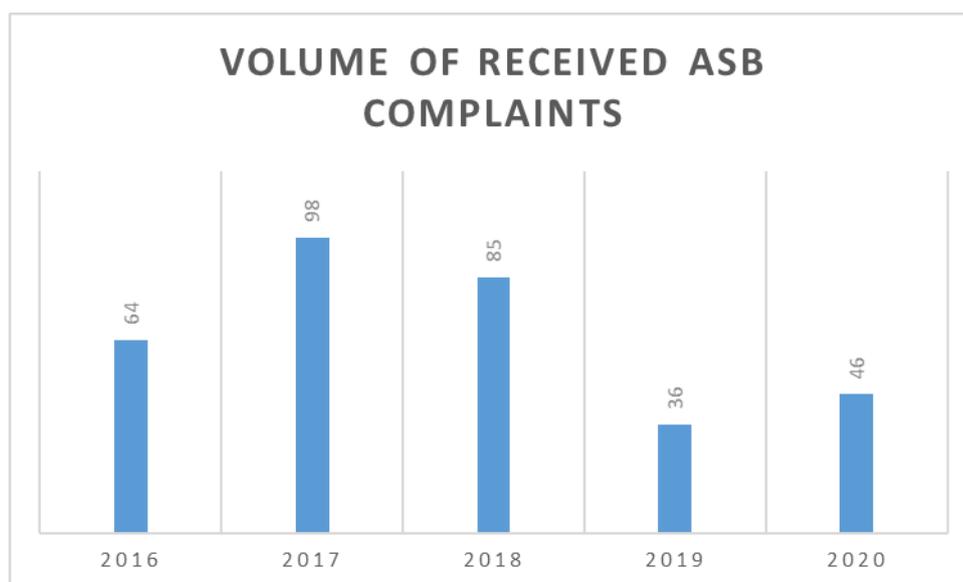
5.6. Whilst some formal action has been reduced due to Covid 19, it has allowed officers to focus on Minimum Energy Efficiency Standards (MEES), which do not require the formal property inspection to be undertaken. Since April 2020, most private rented sector properties should meet the MEES of an 'E' Grade.

5.7. A proactive project in identifying affected properties has commenced across the District, starting in December 2020 with the selective licensing area. 21 properties within this area were identified as not meeting the MEES and 22 compliance notices were served to address these (1 additional due to joint owners). To date, 16 properties have been improved to at least the requisite 'E' grade, 11 of which have achieved at least one grade higher than the minimum standard.

5.8. Given the high density of private rented properties in the area, we are confident of a MEES compliance rate of greater than 95% within the licensing area by the end of the current scheme.

## 6. Dealing with Anti-Social Behaviour (ASB)

6.1. Within the scheme the focus remains on proactively dealing with unlicensed properties and any ASB that is caused by them. The chart below shows the trends in relation to ASB within the area since 2016. The 2017 increase is believed to be the result of the enhanced officer presence within the area alongside increased awareness of the scheme and the action the Council can take.



6.2. Since 2017 the number of reports are steadily decreasing, other than in 2020 when the number has increased slightly. This increase could be attributed to the lockdown periods that occurred during 2020 and the additional reporting that this created across a number of regulatory work areas. It is still evident that the scheme has enabled the Council to take quick effective action with landlords in relation ASB that originates from their properties and as a result some of these matters are being dealt with by landlords without the need for Council involvement.

6.3. Generally, crime rates continue to increase in West Lindsey and Lincolnshire Police recorded the overall crime rate for the district as 55.67 per 1,000 of the population in 2018, an increase from 50.89 in 2017; 45.7 per 1,000 in 2016; 40.0 during 2015 and 39.5 in 2014.

The district has the third lowest crime rate in the county. Overall, there were 5,737 recorded crimes in the 12 months to December 2019, an increase of 778 on 2018.

6.4. Additional information has been requested on the Police reported incidents and it is expected that this will be available over the next couple of weeks and added to the report for context. This will show the total incidents and the type of incidents.

## 7. Conclusion of the Scheme

7.1. It is proposed that the existing scheme comes to an end when it expires in July 2021 to enable full consideration to be given for the delivery of any future scheme.

7.2. As the scheme comes to a conclusion in July 2021 the following approach will be taken:

**Applications:** It is proposed that no new applications will be accepted from the 1<sup>st</sup> of April 2021. Any applicants will be directed to make a temporary exemption application to cover the remaining period of the scheme. If the applicant was previously unlicensed, then that offence will be considered in the line with the approach stated below.

**Formal Action:** any offences committed will be considered in the same way and a decision taken in relation to the public interest aspect of proceeding with formal action. This will depend on the circumstances of each case. There is provision for the Council to take formal action for offences for up to 6 months after the end of the scheme.

**Inspections:** where high risk issues remain within properties, the Council will seek to use existing Housing Act powers to address these and will prioritise these based on the risk presented.

**Scheme Review:** once concluded a full scheme review will be undertaken which will be presented to Committee in due course.

7.3. Whilst on conclusion of the scheme the licensing requirements will no longer be in place on landlords, the Council still has the ability to utilise all of its usual Housing Act and other regulatory powers to enable formal action to be taken as required. There will however be no ability to require additional conditions, which were placed on as part of the scheme, to be met by landlords.

## 8. Future Scheme Proposals

8.1. Following on from the scheme concluding in July 2021 it is proposed that further work is undertaken to consider whether a new Selective Licensing scheme is appropriate for West Lindsey. It is clear from this report and from the previous reports considered by the Committee on the scheme that it has delivered a number of positive benefits for the area and the full scheme review will consider these in more detail.

8.2. The timescales for this work are set out below along with the initial thoughts in regards to the options that could be explored. The legislative process for any licensing scheme is specific and includes set timescales, which must be adhered to.

**March to June 2021 – commission and complete analysis to inform any future proposals.** This work will consider the current situation across the district in relation to the private rented sector and

how this could be improved by the introduction of a licensing scheme. The analysis will consider which areas have been impacted by the following factors:

- Low housing demand
- Significant and persistent Anti-Social Behaviour
- Poor property conditions
- High levels of migration
- High levels of deprivation
- High levels of crime

#### **14<sup>th</sup> September 2021**

- a) **Gainsborough South West Ward – Final Scheme Review.** Final details and information on the first scheme will be presented to Prosperous Communities Committee, which will look at the overall outcomes and provide an opportunity to discuss how the scheme has worked.
- b) **Provision of options available and request to approve consultation on preferred option at Prosperous Communities Committee.** This paper will outline the options available to Councillors and make a recommendation in relation to the preferred option and subsequent consultation. This consultation will be undertaken for a minimum of 10 weeks and be in line with the legislative requirements.

**15<sup>th</sup> March 2022 – Future proposals presented to Prosperous Communities Committee for consideration and approval.** Report will outline the preferred future approach following on from the consultation period and ask Councillors to approve this.

## **9. Recommendations**

Committee are asked to:

- d) Note that the existing Selective Licensing scheme will expire on July 18<sup>th</sup> 2021.
- e) Agree the approach set out in section 7 in relation to the conclusion of the scheme meaning no further charges will be made after 1<sup>st</sup> of April 2021 for new applications, inspections being focussed on high risk issues and the approach to formal action taking into consideration public interest and the 6 month period within which any offences can be formally progressed.
- f) Approve that further work is undertaken by Officers to explore options for a further selective licensing scheme, with these options to be presented back to Committee as per the timescales set out.



**Prosperous Communities  
Committee**

**Tuesday 16 March, 2021**

**Subject: Re-introduction of rents on Gainsborough Market and  
Discretionary Business Grant funding to support traders**

Report by:

Assistant Director of Operational and Commercial  
Services

Contact Officer:

Ady Selby  
Assistant Director of Operational and Commercial  
Services

[ady.selby@west-lindsey.gov.uk](mailto:ady.selby@west-lindsey.gov.uk)

Purpose / Summary:

For Members to consider the options for the re-introduction of rental charges for traders onto Gainsborough Market and the potential to use Discretionary Business Grants to support traders across the District.

## **RECOMMENDATION(S):**

### **That Members**

- 1. Approve the re-introduction of rental charges on Gainsborough Market from June 1, 2021.**
- 2. In recognising that further Covid Restrictions may impact on the June 1 implementation date, Grant delegated Authority to the Assistant Director of Operational and Commercial Services, in consultation with the Chairman of this Committee to vary the proposed implementation date in such circumstances. (All Members to be notified if the delegation is enacted)**
- 3. Approve the proposal to utilise Discretionary Business Grants to support regular and new traders on Gainsborough General Market, Gainsborough Farmers Market, Market Rasen Market and Caistor Market.**

- 4. Approve that the Discretionary Business Grants Policy to support regular and new traders be agreed under the urgent delegated decision provision afforded to the Head of Paid Service, in consultation with the two Policy Committee Chairmen and the Leader of the Opposition, in line with other decisions made around Business Grants during the Pandemic.**

## IMPLICATIONS

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

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

### **Financial : FIN/148/21/B/TJB**

The usual annual income from Market Traders is circa £36,300.

The loss of income for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> May 2021 is estimated at £6k and will be funded from the Commercial Contingency Budget.

The proposals to utilise the Discretionary Business Grants by amending the policy would help to support Market Traders throughout the district.

**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.

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

**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 resident's 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 :**

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**

Street markets are a feature of community life in West Lindsey, it is recognised that the street markets have an important role to play in the regeneration of our Town Centre's and the recovery of the High Street following the Covid crisis. As well as the twice-weekly General Market and a monthly Farmers Market in Gainsborough, there are also regular markets in Market Rasen and Caistor.

This report follows a paper considered by Prosperous Communities Committee in January 2021. At that meeting, Members resolved to welcome strategic work being undertaken by officers in order to understand options for the future delivery of street markets in the District. Members also resolved to defer a decision to re-introduce rental charges for traders on Gainsborough Market to the next meeting of this Committee.

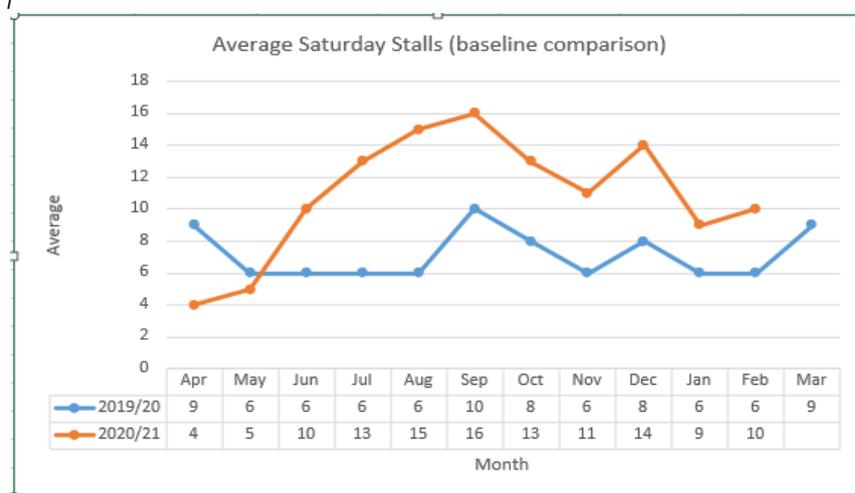
There are two differences between this report and the one considered by Members in January. Firstly, the initial recommendation to reintroduce rents onto the Market was scheduled for April 1<sup>st</sup> 2021. Officers recognise that in order to still communicate the change effectively to stakeholders, it is now recommended that, should Members choose to re-introduce rental charges, they should be re-introduced from June 1<sup>st</sup> 2021.

Secondly, an option to utilise Discretionary Business Grant funding to support regular and new traders on all Markets in West Lindsey has been introduced.

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

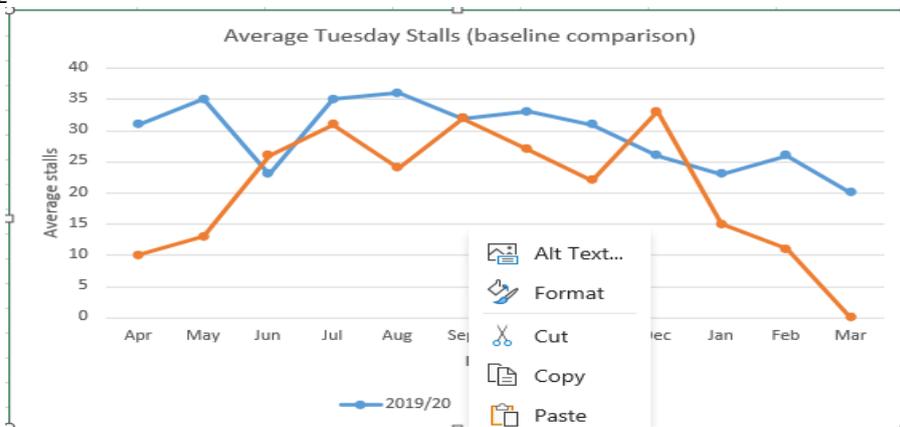
- 1.1 On 29<sup>th</sup> May 2020, an urgent delegated decision was made to allow traders who attend Gainsborough Market to trade free of charge until the end of March 2021. This was as a result of the challenging conditions in town centres and the Government directive to re-open the High Street wherever possible.
- 1.2 On 17<sup>th</sup> 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.
- 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. Table 1 below shows current rental charges.

Table 1

	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

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

1.9 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 increased 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 now in place again.

1.10 Taking all this into account, alongside the recently announced Roadmap out of lockdown which should see Markets able to operate normally soon, it is recommended that rents should be re-introduced onto the Market at the earliest opportunity. Allowing for adequate communications to be undertaken and some logistical issues, it is recommended that rents are re-introduced from June 1, 2021.

## 2. Discretionary Business Grants

- 2.1 Most businesses within the District have managed to secure an element of support throughout the Covid crisis through the various Business Grants schemes announced by the Government.
- 2.2 Most recently, a discretionary element to Business Grants has been introduced giving Local Authorities a certain element of choice about which cohort of businesses should be able to apply for funding, based on local circumstances.
- 2.3 Within the guidance for the scheme, there is recognition that Market Traders may have been a sector which has suffered particularly badly throughout the crisis, but have been unable to enjoy the same access to funding as other businesses.
- 2.4 It is therefore proposed that one element of the Discretionary Business Grant Scheme for West Lindsey be developed specifically to support traders who have regularly attended the Markets across the District throughout the crisis, this should include Gainsborough General Market, Gainsborough Farmers Market, Caistor Market and Market Rasen Market.
- 2.5 This approach would not only support those traders who have regularly attended Markets throughout the crisis, but also encourage growth – especially at a time when our residents may be looking for new ways to generate income.
- 2.6 As conditions around Business Grant funding are constantly being announced and updated, it is proposed that the Terms and Conditions for this element of the scheme be developed and signed off as a delegated decision, this protocol is in line with other decisions made around Business Grants

### **3. RECOMMENDATION(S):**

#### **That Members**

- 1. Approve the re-introduction of rental charges on Gainsborough Market from June 1, 2021.**
- 2. In recognising that further Covid Restrictions may impact on the June 1<sup>st</sup> implementation date, grant delegated Authority to the Assistant Director of Operational and Commercial Services, in consultation with the Chairman of this Committee to vary the proposed implementation date in such circumstances. (All Members to be notified if the delegation is enacted).**
- 3. Approve the proposal to utilise Discretionary Business Grants to support regular and new traders on Gainsborough General Market, Gainsborough Farmers Market, Market Rasen Market and Caistor Market.**
- 4. Approve that the Discretionary Business Grants Policy to support regular and new traders be agreed under the urgent delegated decision provision afforded to the Head of Paid Service, in consultation with the two Policy Committee Chairmen and the Leader**

**of the Opposition, in line with other decisions made around Business Grants during the Pandemic.**

## Prosperous Communities Work Plan as at 8 March 2021.

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### Purpose:

The table below provides a summary of reports that are due on the Forward Plan for the remainder of 2021.

### Recommendation:

1. That members note the contents of this document.

Title	Lead Officer	Purpose of the report
<b>16 MARCH 2021</b>		
Lincolnshire Health and Well-being Partnership Presentation		
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.
Re-introduction of rents on Gainsborough Market	Ady Selby, Assistant Director of Commercial and Operational Services	Consideration of deferred decision - Re-introduction of rents on Gainsborough Market
<b>8 JUNE 2021</b>		
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.

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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.

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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.

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Progress and Delivery Report Quarter Four, 2020-21

Ellen King, Senior Performance Officer

This report presents performance against the Council's key performance indicators for quarter four (January - March) 2020-21.

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**13 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.
<b>14 SEPTEMBER 2021</b>		
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
<b>26 OCTOBER 2021</b>		
Corporate Enforcement Policy	Andy Gray, Housing and Enforcement Manager	To review and approve the Corporate Enforcement 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
Progress and Delivery Quarter 2, 2021-22	Ellen King, Senior Performance Officer	This report presents performance against the Council's key performance indicators for quarter two (July - September), 2021-22.
<b>7 DECEMBER 2021</b>		
Selective Licensing - Future Proposals	Andy Gray, Housing and Enforcement Manager	To provide Councillors with final proposals for any future Selective Licensing Scheme