

Guildhall Gainsborough  
Lincolnshire DN21 2NA  
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## AGENDA

**This meeting will be webcast live and the video archive published on our website**

**Prosperous Communities Committee  
Tuesday, 13th July, 2021 at 6.30 pm  
Council Chamber - The Guildhall**

**PLEASE NOTE DUE TO CAPACITY LIMITS WITHIN THE GUILDHALL THE PUBLIC VIEWING GALLERY IS CURRENTLY SUSPENDED**

**This Meeting will be available to watch live via: <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 Steve England
- Councillor Mrs Jessie Milne
- Councillor Tom Regis
- Councillor Jim Snee
- Councillor Mrs Mandy Snee
- Councillor Trevor Young

- 1. Apologies for Absence**
- 2. Public Participation**  
Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.
- 3. Minutes of Previous Meeting**
  - i) Minutes of the Prosperous Communities Committee held on 8 June 2021

Agendas, Reports and Minutes will be provided upon request in the following formats:

Large Clear Print: Braille: Audio: Native Language

- To confirm and sign as a correct record the Minutes of the Prosperous Communities Committee held on 8 June 2021 (PAGES 3 - 8)
- ii) Minutes of the Concurrent Meeting of the Prosperous Communities and Corporate Policy and Resources Committees held on 14 June 2021
- To confirm and sign as a correct record the Minutes of the Concurrent Meeting of the Prosperous Communities and Corporate Policy and Resources Committees held on 14 June 2021. (PAGES 9 - 14)
4. **Matters Arising Schedule** (PAGES 15 - 16)  
Setting out current position of previously agreed actions as at 5 July 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. **Public Reports**
- i) Review of the Terms of Reference of the Council's Environment and Sustainability Working Group (PAGES 17 - 27)
- ii) Jubilee Event Planning Member Group (PAGES 28 - 36)
- iii) Workplan (PAGES 37 - 40)
7. **Exclusion of Public and Press**  
To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.
8. **Exempt Reports**
- i) Future of West Lindsey Markets (PAGES 41 - 98)

Ian Knowles  
Head of Paid Service  
The Guildhall  
Gainsborough

Monday, 5 July 2021

Prosperous Communities Committee – 8 June 2021  
Subject to Call-in. Call-in will expire at 5pm on 12 June 2021

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held in the Council Chamber - The Guildhall on 8 June 2021 commencing at 6.30 pm.

**Present:** Councillor Owen Bierley (Chairman)  
Councillor Mrs Tracey Coulson (Vice-Chairman) and  
Councillor John McNeill (Vice-Chairman)

Councillor Stephen Bunney  
Councillor Michael Devine  
Councillor Steve England  
Councillor Mrs Jessie Milne  
Councillor Mrs Judy Rainsforth  
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  
Katie Storr Democratic Services & Elections Team Manager (Interim)  
Ele Snow Democratic and Civic Officer

### 1 PUBLIC PARTICIPATION

There was no public participation for this meeting.

### 2 MINUTES OF PREVIOUS MEETING

**RESOLVED** that the Minutes of the Meeting of the Prosperous Communities Committee held on 16 March 2021 be confirmed and signed as a correct record.

### 3 MATTERS ARISING SCHEDULE

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

A Member of the Committee requested clarification as to what information had been shared with Parish Councils in relation to the Parish Charter and emphasised the importance of working with local communities. It was confirmed this information would be shared with Members.

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

#### **4 MEMBERS' DECLARATIONS OF INTEREST**

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

#### **5 PROGRESS AND DELIVERY REPORT QUARTER FOUR, 2020-21**

Members gave consideration to the Progress and Delivery report for quarter four of the 2020-21 financial year. The Assistant Director, Commercial and Operational Services, summarised the highlights of the report per portfolio. Members heard that the report presented performance for quarter four (January to March 2021) and a summary of the year-end performance was attached as Appendix A for information. Of note, 59% of KPIs were on or above target for the quarter, 38% of KPIs were below target and the remaining 3% were within agreed tolerance levels.

In considering the report in relation to Corporate Health, it was explained that customer satisfaction had improved and was now back on target. The number of complaints had also reduced by 16%. Calls were being answered within 21 seconds, remaining below target. A combination of higher than usual demand, call handling staff being affected by closure of schools and the team temporarily taking on responsibility for administering Land Charges calls and payments had had an impact. The Customer Experience Strategy was being reviewed and would include call handling times to ensure performance improvements.

There were no performance concerns within the Finance and Property Services portfolio.

Members heard that, within the Homes and Communities portfolio, demand for homelessness support had continued to increase during the quarter. The Protect Plus and cold weather initiatives, designed to end rough sleeping had led to an increased use of B&B accommodation to ensure that nobody slept rough in the district. The Council's partners (P3), were releasing six new accommodation units in quarter one to support people with a history of street homelessness. This was in addition to the Council's Viable Housing Solution and should lead to a reduction in the need for B&B accommodation. As detailed in previous P&D reports, DFG completion times remained impacted by the initial lockdown in March 2020, which added 90 days to the average completion time. Larger and more complex cases had now been completed and a reduction in completion times was expected during the first half of 2021/22.

In relation to Operational and Commercial Services, it was explained that the Building Control market share was now back above target, having been below target in the previous quarter. Market share was also up 8% on the same period last year. Garden waste had had a strong start to its new year with a 4.7% increase in subscription take-up on last year. This was the largest increase since the service was introduced. The number of garden waste bins sold was expected to exceed the target during quarter two. Operations at the leisure centres, and the Trinity Arts Centre continued to be severely impacted by a third lockdown during the whole of quarter four. The leisure centres re-opened on 12 April 2021 for gym, swim and

squash. Dance classes resumed on 17 May, with virtual classes available as an option for members. No issues had been reported since re-opening and the Council maintained a stringent watch over the centres to ensure that Everyone Active was striving to return to business as usual as soon as possible. A total of 16,787 individual users visited the Leisure Centres during April and customer satisfaction remained high at 95%.

For the Trinity Arts Centre, all events that were due to take place during quarter four had been rescheduled for 2021/22. As was the case nationally, consumer confidence was low which was affecting advance ticket sales. The Council's application to the Arts Recovery Fund was unsuccessful, however the Arts Centre remained in a stable financial position and alternative funding options were being looked into. The Centre had successfully diversified to support local creatives who had used the centre as a rehearsal or filming space. The Centre would also feature in a 12 part television series later in the year which had opened up links with local historians who were keen to work with Centre management to bring to life the history and heritage of the Arts Centre.

The Markets were once again impacted by a third national lockdown which allowed only essential traders to operate during the whole of quarter four. Proposals were being developed for a grant scheme to support market traders up to April 2022.

A Member of the Committee enquired as to whether it would be possible to have a breakdown of the figures regarding the pre-recorded leisure classes, in order to be able to make comparisons in the future. It was agreed this information could be requested from the providers. It was also noted that the performance for the crematorium was likely to have been out of the ordinary during this year, which should be taken into consideration for future reporting.

There were no performance concerns within the portfolios of People and Democratic Services and Planning and Regeneration. A Member of the Committee enquired as to the total number of planning appeals and this point was clarified to be in relation to the appeal decisions.

In discussing Change Management and Regulatory Services, Members heard that Council Tax collection ended the year above target and with over £2 million more collected than last year. As expected, the NNDR collection rate remained below target as many businesses continued to experience extreme financial hardship during quarter four. All available business rate relief had been awarded. Demand on the enforcement service was up by 31% on last year, which had impacted on the time taken to provide an initial response to customers. Temporary resource had been brought in to help in this work area and response times should therefore reduce from quarter one. The high number of new planning enforcement cases continued to pose a challenge to the enforcement team and this would need to be reviewed in quarter one. Options included a change to the current policy position or a further review of resources. The team continued to focus on the highest priority cases, as per current policy. With regard to land charges turnaround times, the actions outlined in the P&D report had led to a significant improvement in performance, with the average time to process a search down to 9 days, which was better than target. The focus was to now maintain and improve on this level of performance. COVID-19 continued to place high demand on regulatory services, with demand up 147% compared to last year. The team continued to review resources to ensure that the ongoing demands of the pandemic could be met, alongside the statutory obligations of the service. As restrictions ease, the focus of

the service would remain on the COVID response and recovery for the foreseeable future.

A Member of the Committee expressed dissatisfaction that close to 40% of the KPIs were showing as below target. He explained to Members and Officers that, whilst there had been improvements to the report layout, he felt there should be more detailed commentary specifically in relation to what measures were in place to improve performance in those areas that were below target. He highlighted specific services, such as Disabled Facilities Grants, fly tipping and land searches. He requested further information to be included in future reports in order for Members to be able to fully assess the improvement plans and to be able to assure themselves of demonstrable improvements.

In response to his comments, it was noted that several of the areas that had underperformed had been severely impacted by the pandemic. It was highlighted that the problems with land charges had been turned around and data at the time of the committee meeting showed that they were now working within target. There had been additional resources allocated to the team and future reports would demonstrate those improvements.

There was a concern raised regarding the sharing of information with Councillors, with a specific case being detailed as unsatisfactory. Officers acknowledged the difficulty experienced in that case and assured Members that the issue was being investigated and the affected Member would be contacted separately.

There was further discussion regarding the layout and content of the report in addition to the measures used within performance monitoring. It was acknowledged that there was more detail in current reports than previous versions and performance measures could be looked at as a part of the annual Progress and Delivery review, however measures could not be changed part way through a year.

A Member of the Committee highlighted the impact of the pandemic and recognised the efforts of Officers in maintaining service provision as well as working in other areas as needed. He enquired whether there were any provisional measures in place for teams to counteract any reduction in performance as a result of pandemic efforts being unsustainable. It was explained that it was difficult to predict what impact there may be in the coming months however, services were involved in business planning and identifying potential concerns.

With no further questions, the Chairman noted that the Committee had assessed the performance of the Council's services through agreed performance measures and had indicated areas where improvements should be made, having regard to the remedial measures set out in the report.

The Chairman also requested for it to be recorded that the Committee thanked Members and Officers alike for their efforts throughout the pandemic.

## **6 GAINSBOROUGH CYCLING AND WALKING NETWORK PLAN**

Members gave consideration to the Gainsborough Cycling and Walking Network Plan. The Assistant Director of Planning and Regeneration explained that Lincolnshire County Council had commissioned the production of the plan and the report was finalised in March 2021.

The plan had been produced to take advantage of future and additional funding streams; maximise the best opportunities for improving cycling and walking rates; make cycling and walking a priority and to make Gainsborough one of the best towns in the UK for cycling and walking. The objectives of the plan were to produce an evidence-based infrastructure network plan; identify early network investment priorities and potential interventions; secure stakeholder “buy-in” for the network and potential interventions and to provide high-level feasibility for investment in the highest priority cycling and walking infrastructure. Members were being asked to adopt the Gainsborough Cycling and Walking Network Plan 2021 for use by Officers on related projects and future decision making.

There was considerable disquiet amongst Committee Members regarding many of the proposals within the plan, including the pedestrianisation of the town centre, the removal of on-street parking in several areas of the town and the removal of several trees along those same routes. The Committee was not satisfied that the details of the plan correlated with the aims and aspirations of West Lindsey District Council. Questions were raised as to how Lincolnshire County Council had come to the final document and there was significant discussion as to the need for local Members and communities to have a much greater input to any changes to their local area. There was little support amongst Committee Members to agree to the adoption of the plan.

The Assistant Director of Planning and Regeneration recognised the concerns raised and assured Members that the proposals would have to proceed through considerable consultation processes before any final decisions were made. It was emphasised that the adoption of the plan would enable Officers to work closely with communities and the County Council in order to achieve the best possible outcome for the town.

With further discussion amongst Members as to their concerns regarding the plan and the lack of support for the proposals, it was suggested that the recommendation for adoption be amended to better reflect the discussions of the Committee. It was acknowledged that Members were concerned the voice of the District Council would be lost and it was considered of great importance to ensure the council, Members and the local community were strongly represented during any future discussions with the County Council.

With several suggested wording options being discussed, the Vice Chairman sought advice from the Democratic Services and Elections Team Manager (Interim). Members of the Committee clarified their position towards the plan and, on being proposed and seconded, the Chairman took a vote on the proposed amended and additional recommendations. With the vote on the amended recommendations **CARRIED**, the Chairman asked Committee Members to indicate their support or otherwise with a second vote.

With 10 for, 1 against and 1 abstention, it was

**RESOLVED** that Members:

- a) Support, in principal, the Gainsborough Cycling and Walking Network Plan 2021 for use, as an evidence base, by Officers on related projects and future decision making; and
- b) Support cycling and walking in Gainsborough and the wider District of West Lindsey; and

- c) Require Officers and Members on the Gainsborough Transport Board to robustly challenge the proposals put forward in this paper, and ensure appropriate and suitable alternatives are developed.

## **7 WORKPLAN**

Members gave consideration to the Committee Workplan. A Member of the Committee enquired as to the purpose of the paper for the future options for Selective Licensing. It was clarified that the intention of the paper was to consider consultation and engagement options for all stakeholders, and to assure Members that there would be comprehensive consultation for any future plans.

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

The meeting concluded at 8.40 pm.

Chairman



# Agenda Item 3b

Concurrent Meeting of the Prosperous Communities and Corporate Policy and Resources Committees- 14 June 2021

Subject to Call-in. Call-in will expire at 5pm on

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Concurrent Meeting of the Prosperous Communities and Corporate Policy and Resources Committees held in The Epic Centre - Lincolnshire Showground LN2 2NA on 14 June 2021 commencing at 6.30 pm.

**Present:** Councillor Mrs Anne Welburn (Chairman)\*  
Councillor Owen Bierley (Vice-Chairman)\*

Councillor Matthew Boles  
Councillor Stephen Bunney  
Councillor David Cotton  
Councillor Mrs Tracey Coulson  
Councillor Michael Devine  
Councillor Steve England  
Councillor Ian Fleetwood  
Councillor Giles McNeill  
Councillor John McNeill  
Councillor Mrs Jessie Milne  
Councillor Mrs Judy Rainsforth  
Councillor Jim Snee  
Councillor Mrs Mandy Snee  
Councillor Jeff Summers  
Councillor Robert Waller  
Councillor Trevor Young

\* Member of both Committees

**In Attendance:**

Ian Knowles	Chief Executive
Sally Grindrod-Smith	Assistant Director of Planning and Regeneration
Tracey Bircumshaw	Assistant Director of Finance and Property Services and Section 151 Officer
Katie Storr	Democratic Services & Elections Team Manager (Interim)
Ele Snow	Democratic and Civic Officer

**Also Present** Councillor Lesley Rollings – Visiting Member

**Apologies:** Councillor Tom Regis

## 1 MEMBERS' DECLARATION OF INTEREST

Councillor Trevor Young declared a personal interest in the report as the owner of a property on one of the streets named within the report.

## 2 PROCEDURE

The Procedure by which the Concurrent Meeting would be held was **NOTED**.

## 3 EXCLUSION OF PUBLIC AND PRESS

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

## 4 WEST LINDSEY LEVELLING UP FUND BID

Members gave consideration to a report which set out a summary of the bid to the Levelling Up Fund (LUF), prepared by West Lindsey District Council (WLDC), which sought to secure investment in the regeneration of Gainsborough Town Centre. The report provided an overview of the financial model and sought approval for the use of Council resources to support the project.

WLDC had developed a range of investment propositions, based on a robust Theory of Change, designed to act as a further catalyst to the regeneration of Gainsborough Town Centre.

The investment propositions were set across five strategic themes:

1. A thriving Market Place
2. Heritage re-use and re-purpose
3. Placemaking and a green public realm
4. Transformed movement and connectivity
5. A place to live

In support of the published report, Members received a presentation from the Assistant Director of Planning and Regeneration and the Council's S151 Officer.

During the presentation, Members received information relating to: -

- A Re-cap of the Levelling Up Fund
- Progress to date and support from stakeholders
- Thriving Gainsborough 2024 – overview of the project
- Financial model
- Updates from 4<sup>th</sup> June to note
- Next steps

The West Lindsey Levelling Up Fund bid had been informed by 10 weeks of concentrated work to develop a high-quality submission.

The bid had been informed by West Lindsey's evidence base, Officer input, Member workshops, stakeholder discussions and quality assurance from the Council's consultant partners.

Members were advised the bid was being considered in closed session due to the inclusion of confidential financial data, which could impact on future tenders for commercial contracts, but Councillors were assured public appropriate communications were being prepared. If the bid was successful, it was a criterion of the fund, that it be published in full in due course.

Set within the context of the emerging Public Realm strategy Thriving Gainsborough 2024, the the bid if successful, would set out to deliver:-

- The construction of a 4-screen cinema, two retail and one restaurant unit in the town centre – a redeveloped Lindsey Centre
- A Redesigned use and streetscape of the Market Place with the aim of re-establishing the area as the town's thriving heart
- The extension of the Townscape Heritage Initiative, involving the refurbishment of heritage buildings and wider shop fronts
- The creation of a green public realm including a new pocket park along the riverside and undertaking improvements to the existing park –
- The implementation of our wayfinding strategy –
- The refurbishment of the bus station -
- Extending the live above the shop programme

The Section 151 Officer addressed the meeting and advised of the amended total cost of the overall bid. She placed on record her opinion of assurance that the funding strategy was robust and that the Council would support £2.962m of the project from identified funds. The breakdown and the allocation to each project was provided to Members

The Council would also support the project with land contributions, whilst retaining ownership. Again, sites and land valuations of each were shared with Members.

The financial model relied on a number of private sector contributions, their make-up and contributors were summarised to the Committee.

The cost of each project had been assessed. . All assumptions had been assured, tested and approved. They were considered prudent and were evidence based and, where appropriate, included contingencies. No financial provision had been included for what were deemed "unknowns", examples being contaminated land

Should the bid be successful Members were advised each project would be managed in accordance with the Council's adopted project, risk, procurement, contract and performance management procedures and reporting requirements.

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Subject to Call-in. Call-in will expire at 5pm on

It was also noted the bid included costs for additional resources to support the project management, contract management, delivery and costs of such nature. It was anticipated some of the Projects would result in on-going revenue costs, with examples cited; however, these were unquantifiable at this stage.

The Assistant Director of Planning and Regeneration summarised to Members some key changes to the bid since the publication of the reports, these being, increasing the costs associated to monitoring and the removal of the walking and cycling interventions, following quality assurance work and further testing of the assumptions.

The reasoning and rationale for these amended proposals were shared with the Committee as was the impact on the total cost of the bid, and the impact on the benefit cost ratio.

Finally, the next steps were shared with the Committee as were details of the work that would continue to be undertaken, pending a Government Decision expected in November 2021.

Debate ensued and the Chairman of the Prosperous Communities congratulated Officers on the work undertaken to date. Whilst it was acknowledged it was an ambitious bid and one which Members were supportive of, Members posed a number of questions to Officers, particularly in respect of a plan (b), should the bid be unsuccessful. Information was sought as to which projects could be delivered without funding monies; clarity around the priority status given to the District and the implications of this were sought, and also whether there would be disruptions to other services in the town centre during any period of works.

In response, it was noted any Plan (b) would be subject to further discussions, action planning and prioritisation. The Council had £4.5 million unallocated in its Investment for Growth Budget, it may be desirable to consider the earmarking of further funds or borrowing to fund future projects but these matters would need further discussion once the outcome of the bid was known.

Officers were of a strong view that West Lindsey should have been a priority one status area, given the metric data. As such the bid highlighted the key metrics of the local area to demonstrate their comparability to areas designated priority one by Government metrics. Committee noted that no capacity funding had been made available from Government to support bid development from non-priority one areas.

Government guidance made it clear that in order to be successful, a bid from a non-priority one area needed to be of exceptional quality, meeting all of the key criteria including strategic fit, deliverability and value for money and this was the ethos in which the bid had been developed.

As with any re-development, all interventions would see a level of disruption, however assurance was offered that in the event of a successful bid each individual project and intervention would be subject to an implementation plan, including clear timescales, risks and mitigations.

In response to further questions, Officers highlighted the projects which delivered outcomes that aligned with the County Council's priorities. Demonstrating such buy-in from major stakeholders was a key component the bid needed to demonstrate.

Subject to Call-in. Call-in will expire at 5pm on

It was also confirmed that a further criterion was the ability to achieve some expenditure in 2021/2022, with all expenditure having to be completed by 31<sup>st</sup> March 2024. Whilst it was anticipated there would be a clawback clause, should monies not be spent by March 2024, this as yet was not determined.

Land valuations included were open book prices, and the potential for re-development had been a consideration in selecting proposed new green sites.

Members considered whilst the bid focussed on the settlement of Gainsborough, the opportunities it brought would have District wide benefit and it was important these wider benefits were highlighted too in any public communications.

Officers confirmed that “non material updates” as referenced in recommendation 5 of the report, excluded amending any financial aspect of the bid. It was also confirmed the costs detailed within this report in respect of the delivery of a cinema, differed from the original business case, Members had considered. The figures had been re-appraised, additional factors included, and a contingency allowance made. Those elements of the cinema project which were in place and agreed were outlined to Members.

Having been moved and seconded the Prosperous Communities Committee’s recommendations were put to the vote.

In accordance with the concurrent procedure following an alphabetical roll call, with a total of 12 votes cast in favour and with no votes against or abstentions it was

**RESOLVED** that:-

1. the ‘Thriving Gainsborough 2024’ propositions as set out within section 4 of the report, which consisted of aligned and coherent interventions relating to the regeneration of Gainsborough Town Centre, be approved, as WLDC’s Levelling Up Fund bid;
2. the overarching principles of the Public Realm Strategy as set out in section 5, be supported and the final Public Realm Strategy be submitted to the Committee for approval in due course;
3. the ‘Thriving Gainsborough 2024’ proposal, be **RECOMMENDED** to the Corporate Policy and Resources Committee, for submission as WLDC’s bid to the Levelling Up Fund.

The recommendations for the Corporate Policy and Resources Committee having been moved, seconded were then put to the vote.

Again, in accordance with the concurrent procedure, following an alphabetical roll call, with a total of 13 votes cast in favour and with no votes against or abstentions it was

**RESOLVED** that:

1. the Financial Model for ‘Thriving Gainsborough 2024’ – WLDCS’s Levelling

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Up Fund bid, outlined at section 7, be approved.

2. the submission of the bid to the Levelling Up Fund be approved and delegated authority be granted to the Chief Executive, in consultation with the Leader of the Council, to make any non-material updates to the bid, prior to the submission date of 18<sup>th</sup> June.

The meeting concluded at 7.34 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

Status	Title	Action Required	Comments	Due Date	Allocated To
Green	<b>enforcement Training for Parish Councils</b>	<p>Extract from mins 22/10/19</p> <p>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</p>	<p><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></p> <p><b>Currently on hold due to COVID -19 rules - virtual training not appropriate . target deadline extended as no change in rules</b></p>	01/08/21	Grant White
Green	<b>information pack for parish councils re reporting issues</b>	<p>Extract from mins of mtg 22/10/19</p> <p>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.</p>	<p><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></p> <p><b>Lead Members have sought confirmation that this page has been promoted with the parishes,.</b></p> <p><b>Limited promotion undertaken due to COVID 19 impact on the nature of this work and activities within the charter</b></p>	01/08/21	Grant White

Green	<p><b>parish charter publicity and promotion and yearly impact review</b></p>	<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> 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> <p><b>Additional comment for information to be shared with Members in relation to Parish communications in order that Members can liaise with their Parishes and highlight such information</b></p>	01/08/21 Grant White
Green	<p><b>CCTV Case studies for Members Newsletter</b></p>	<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> <p><b>Update: Items for newsletter to be called every 4-6weeks, in line with pre-covid practices, CCTV included in call for items.</b></p>	30/06/21 Grant White





**Prosperous Communities  
Committee**

**Tuesday, 13 July 2021**

**Subject: Review of the Terms of Reference of the Council's Environment  
and Sustainability Working Group**

Report by:

Monitoring Officer

Contact Officer:

James O'Shaughnessy  
Head of Policy, Strategy and Sustainable  
Environment / Monitoring Officer

Purpose / Summary:

To present a revised terms of reference for the  
Council's Environment and Sustainability  
Working Group

**RECOMMENDATION(S): That Members approve the revised terms of  
reference for the Council's Environment and Sustainability Working Group**

## IMPLICATIONS

**Legal: None**

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

**Financial:**

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

**Staffing: None – Officer support for the Group will be drawn from within the current establishment**

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

**Equality and Diversity including Human Rights : None**

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

**Data Protection Implications : None**

**Climate Related Risks and Opportunities: The Working Group will oversee delivery of the Council's Sustainability, Climate Change and Environment Strategy and action plan. Individual projects falling out of this work will fully detail the sustainability, environments, climate and carbon reduction related risks, benefit and opportunities**

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

**Health Implications: None**

**Title and Location of any Background Papers used in the preparation of this report : [Prosperous Communities Committee 3rd Dec 2019](#)**

*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.*

<b>Risk Assessment :</b>

**Call in and Urgency:**

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

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

**Yes**

**No**

**Key Decision:**

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

**Yes**

**No**

## **1 Introduction**

1.1 In December 2019, the Prosperous Communities Committee agreed terms of reference for the Council's Environment and Sustainability Working Group – Appendix One.

1.2 This group was formed to oversee the development of a new strategy for the Council related to sustainability, climate change and the environment.

1.3 The requirement for the strategy arose following Council in November 2019 having noted that the impacts of climate change are a cause of serious environmental issues both locally and around the world and also taking account of the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change in October 2018 which:

- (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and
- (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector

passed a motion to make the Council's activities net-zero carbon by 2050, in line with the UK Government's target.

1.4 Over the last 18 months or so, Members will be aware that the group has worked with officers to develop a strategy and that this work culminated in the adoption of the Council's Sustainability, Climate Change and Environment Strategy and action plan by Full Council on 28<sup>th</sup> June 2021.

1.5 It is therefore considered that the terms of reference of the group have been fulfilled. Hence a refresh is required to oversee the delivery of the actions contained within the strategy, which are designed for the Council to achieve a net-zero carbon position by 2050 and for the District to achieve the same position within the same timescale.

## **2. Revised Terms of Reference**

2.1 A draft of the proposed terms of reference is available for review at Appendix Two. Members are asked to consider these and accept them as being of relevance; offering appropriate steerage for the purpose and functions of the Group.

## Environment and Sustainability Working Group –

Approved by Prosperous Communities Committee 3/12/19

### 1 Background

The Council notes that the impacts of climate change are a cause of serious environmental issues both locally and around the world

The 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change in October 2018

- (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and
- (b) Confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector

Policies to reduce environmental damage caused by human activity can also have associated health, wellbeing and economic benefits

Council at its meeting passed a resolution to make the Council's activities net-zero carbon by 2050, in line with the UK Government's target

### 2 Purpose of the Working Group

To develop a new strategy on sustainability, climate change, and the environment for the Council

Such a strategy will also consider:

- o Achieving 100% clean energy across the Council's full range of functions by 2040;
- o How to ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to zero carbon by 2050, working to ensure that the Central Lincolnshire Local Plan review embraces this approach;
- o How to support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale;
- o Suggestions for budget actions and a measured baseline;

- o How the Prosperous Communities Committee can consider the impact of climate change and the environment when reviewing Council policies and strategies;
- o Any available research (that is expected to be forthcoming) from APSE relevant to this work
- o Report on the level of investment in the fossil fuel industry that our pensions plan has.
- o Ensure that all reports in preparation for the 2021/22 budget cycle and investment strategy will take into account the actions the council will take to address this agenda;
- o Call on the UK Government to provide the powers, resources and help with funding to make this possible, and ask local MPs to do likewise

### **3 Membership of the Group and Chairmanship and Appointments**

- 3.1 The Working Group shall comprise six Members including the Member Champion for Environment and Climate Change, Councillor Tracey Coulson.
- 3.2 The remaining five Members will be made up from serving Members of either the Prosperous Communities Committee or the Overview and Scrutiny Committee.
- 3.3 Membership will comprise cross party representation.
- 3.4 The Working Group shall be chaired by the Member Champion for Environment and Climate Change, Councillor Tracey Coulson
- 3.5 For continuity purposes the Membership of the Group shall remain in place until Annual Council 2023. Re-appointments will be made each Election Cycle, until such time as the Group's work has concluded. \*
- \* Members who are designated to serve on the Working Group should give this work priority. Should any Member find that they are unable to maintain commitment, the Chair will liaise with the respective Committee Chairmen to identify alternative representation. Change in representation by this means will be reported to the Prosperous Communities Committee.
- 3.6 Other elected Members may attend the Working Group, but their level of contribution will be at the discretion of the Chairman.
- 3.7 The working group may commission the services of experts, residents, and partners as it considers necessary. Such attendees will not be voting Members of the Working Group but will be present on an information sharing/ gathering basis.

## **4 Frequency of Meetings and Quorum**

- 4.1 The quorum for a meeting shall be 4 members.
- 4.2 The Working Group shall determine its own meeting frequency dependent upon need. But meetings will be called with at least 7 days notice.
- 4.3 Members may be required to engage with partners and gather information between meetings.

## **5 Reporting Lines and Accountability**

- 5.1 The Working Group is directly responsible to the Prosperous Communities Committee.
- 5.2 The Working Group has no direct decision making powers and will make recommendations to the Prosperous Communities Committee.

## **6 Resources**

- 6.1 The Working Group does not have a supporting budget. Budgets will be identified on recommendations made to the relevant Policy Committee.
- 6.2 Officers will support the Working Group and provide advice, information, guidance and logistical support.
- 6.3 Administrative support will be provided by Democratic Services and notes from each meeting will be retained.

## **7 Milestones**

- 7.1 Full Council have requested an initial outline of the Strategy be presented to Annual Council in May 2020.
- 7.2 The draft Strategy will be considered by Prosperous Communities Committee at its April Meeting
- 7.3 The Group will be required to report at least every 9 months on any progress (if it has not made recommendations within that period)

7.4 Additional Milestones will be identified, once an Action Plan has been agreed (again by the Prosperous Communities Committee)



## Environment and Sustainability Working Group:

### Approved by Prosperous Communities Committee

#### **1 Background**

The Council notes that the impacts of climate change are a cause of serious environmental issues both locally and around the world

The 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change in October 2018

- (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and
- (b) Confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector

Policies to reduce environmental damage caused by human activity can also have associated health, wellbeing and economic benefits

Council at its meeting passed a resolution to make the Council's activities net-zero carbon by 2050, in line with the UK Government's target.

To assist the Council in achieving this position, work has been completed to produce a Sustainability, Climate Change and Environment Strategy and action plan for the Council. The production of this was overseen by a previous Environment and Sustainability Working Group. Now that work has been completed, a revised terms of reference is required for the Group.

#### **2 Purpose of the Working Group**

To oversee the delivery of the Council's Sustainability, Climate Change and Environment Strategy and action plan, designed to reduce the impact of the Council's activities to a net-zero carbon position by 2050, or earlier, and for a similar position to be achieved across the District within the same timescales.

To use their influence to promote carbon reduction and sustainability within their respective Groups and across the Council, District and Greater Lincolnshire.

### **3 Membership of the Group and Chairmanship and Appointments**

- 3.1 The Working Group shall comprise six Members including the Member Champion for Environment and Climate Change.
  - 3.2 The remaining five Members will be made up from serving Members of either of the Council's policy committees (Prosperous Communities Committee and Corporate Policy & Resources Committee) or the Overview and Scrutiny Committee.
  - 3.3 Membership will comprise cross party representation.
  - 3.4 The Working Group shall be chaired by the Member Champion for Environment and Climate Change.
  - 3.5 For continuity purposes the Membership of the Group shall remain in place until Annual Council 2023. Re-appointments will be made each Election Cycle, until such time as the Group's work has concluded. \*
- \* Members who are designated to serve on the Working Group should give this work priority. Should any Member find that they are unable to maintain commitment, the Chair will inform the respective Committee Chairmen who will identify and nominate replacement(s). Change in representation by this means will be recommended to the Prosperous Communities Committee for approval.
- 3.6 Other elected Members may attend the Working Group, but their level of contribution will be at the discretion of the Chairman.
  - 3.7 Officers, on behalf of the Working Group, may commission the services of experts, residents, and partners as it considers necessary. Such attendees will not be voting Members of the Working Group but will be present on an information sharing/gathering basis.

### **4 Frequency of Meetings and Quorum**

- 4.1 The quorum for a meeting shall be four members.
- 4.2 The Working Group shall determine its own meeting frequency dependent upon need. But meetings will be called with at least seven days' notice.
- 4.3 Members may be required to engage with partners and gather information between meetings.

### **5 Reporting Lines and Accountability**

- 5.1 The Working Group is directly responsible to the Prosperous Communities Committee.
- 5.2 The Working Group has no direct decision making powers and will make recommendations to the Prosperous Communities Committee.

## **6 Resources**

- 6.1 The Working Group does not have a supporting budget. Budgets will be identified on recommendations made to the relevant Policy Committee.
- 6.2 Officers will support the Working Group and provide advice, information, guidance and logistical support.
- 6.3 Administrative support will be provided by Democratic Services and notes from each meeting will be retained.

## **7 Milestones**

- 7.1 Progress reports on the delivery of the action plan will be presented to the Prosperous Communities Committee at least annually, with the first report due by the end of March 2022.
- 7.2 Any significant additions to, or deviations from, the action plan will be reported to the Prosperous Communities Committee for approval as necessary.

# Agenda Item 6b



**Prosperous Communities  
Committee**

**Tuesday 13 July**

**Subject: To Establish a Jubilee Event Planning Member Group**

Report by:

Assistant Director of People and Democratic  
Services

Contact Officer:

Trudi Hayes  
Democratic & Civic Officer  
Trudi.Hayes@west-lindsey.gov.uk

Purpose / Summary:

To agree that a Member planning group,  
supported by Officers from across the Council,  
be established to oversee the preparations for  
the Queen's Platinum Jubilee in 2022.

**RECOMMENDATION(S):**

- (a) That Members agree to establish a Jubilee Event Planning Member Group;**
- (b) That the terms of reference as set out at Appendix A be approved; and**
- (c) In addition to the Chairman and Vice-Chairman of Council, 5 Members be appointed to serve on the Jubilee Event Planning Member Group.**

## IMPLICATIONS

### **Legal:**

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

### **Financial : FIN/23/22/A/SL**

This report just seeks agreement to the delivery route.

There is some budget provision within the Civic Team.

The Communities' manager is looking at possible changes/options to our Community Grants in order to support communities with Jubilee events and projects.

Any projects identified, and subsequent costs and proposals for funding, will be subject to committee sign offs as appropriate.

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

### **Staffing :**

Will require resource from across a number of teams. Teams currently identified as possibilities are the Communities Team, Trinity Arts, Visitor Economy Team, Communications Team, and Civic Team.

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

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

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

### **Data Protection Implications :**

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

**None arising from this report , but individual projects may have climate related opportunities**

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

**Health Implications:**

**None arising from this report , but individual projects could be designed to health related benefits**

**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**

**x**

**Key Decision:**

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

**Yes**

**No**

**x**

## **1 Introduction**

- 1.1 Preparations are under way around the country to celebrate the Queen's Platinum Jubilee in 2022. The actual date is 6 February but many celebrations will take place around the special bank holiday weekend from Friday 3 to Monday 6 June 2022.
- 1.2 It is recognised that the Platinum Jubilee is of national, international and historical significance and, as such, preparing for celebrations should be considered an authority-wide programme.
- 1.3 It is also recognised that Members will wish to engage, influence and shape Jubilee celebrations, and given that possible activities will cut across a number of teams, it is suggested that **a Member Planning Group, supported by Officers from across the Council, be established to oversee the preparations for the Queen's Platinum Jubilee in 2022.**
- 1.4 This approach will facilitate engagement, cohesion and co-ordination. It will enable clear activities to be identified, resourced and delivered, and ensure a programme of events is established and agreed in a timely manner to ensure delivery.

## **2. The Planning Group**

- 2.1 The high-level role of the Planning Member Group will be:
  - To develop and formulate a co-ordinated programme of events which will generate community engagement and deliver against corporate objectives.
  - To develop a resourcing plan for this programme of events, including staff resource, communication plans, timelines and budgets.
- 2.2 The Planning Group will have no decision making powers or associated budget and will be required to have any action plans approved by the Prosperous Communities Committee and the Corporate Policy and Resources Committee if funding is required.
- 2.3 Draft Terms of Reference for the Group and suggested make-up are attached at Appendix A.

## **3. Potential Initiatives and Ethos of Projects**

- 3.1 As detailed above, whilst it will be for the Planning Group to work up a programme of activities, the draft Terms of Reference seek to ensure any programme of events will allow all stakeholders within the District to

get involved with projects throughout late 2021 and into 2022 culminating on the bank holiday weekend.

- 3.2 Projects should be aligned to Corporate Plan objectives wherever possible and it is hoped some activities developed will result in a lasting memorial/ memorials of such an historical event.
- 3.3 It is not necessarily for the District Council to “host” all such events but to have a leading role in engaging communities and enabling them to hold local events to see district-wide celebrations whether that be schools, business, or private residents.
- 3.4 Whilst the Public Holiday marking the Jubilee is not until June 2022, as previously referenced the Jubilee day itself is 6 February.
- 3.5 One national initiative being supported and prompted by Her Majesty The Queen herself, and the Prince of Wales, in the run up to the Jubilee is ‘The Queen’s Green Canopy’. This is a UK-wide tree planting initiative created to mark the Jubilee and invites people to ‘Plant a Tree for the Jubilee’ (<https://queensgreencanopy.org.uk>). This would not only provide a way to engage a number of stakeholders of all ages, across all parts of the district, it would also support the Authority’s stance regarding sustainability and climate change.
- 3.6 Tree planting season is between October and March and therefore should the Authority wish to look at ways it could engage in this national campaign, this does make some of this work time sensitive.

#### **4. Proposed Time Line**

- Prosperous Communities Committee agree to establish Planning Group – July 2021.
- Working Group meets throughout the summer and works up ideas around promotion of and engagement in the Queens National Campaign and any other early start ideas (July – August 2021)
- These elements to be signed off by Prosperous Communities Committee at the September meeting and any associated activity, promotion etc commences (September 2021)
- Working Group meets throughout the autumn and final programme of activities agreed by November/December 2021, with an additional report to the Corporate Policy & Resources Committee should additional funding be required (September – December 2021)
- Working Group continues to meet through early 2022, as needed, for continuation of event preparation, especially in view of plans for the extended public holiday weekend in June 2022 (January – June 2022)



- Feedback report / impact report July 2022

## HM The Queen's Platinum Jubilee 2022 – Member Planning Group :

### DRAFT to be Approved by Prosperous Communities Committee

#### 1 Background

- 1.1 Preparations are under way around the country to celebrate the Queen's Platinum Jubilee in 2022. The actual date is 6 February but many celebrations will take place around the special bank holiday weekend from Friday 3 to Monday 6 June 2022.
- 1.2 It is recognised that the Platinum Jubilee is of national, international and historical significance and, as such, preparing for celebrations should be considered an authority-wide programme.
- 1.3 Given it is a matter in which Members wish to engage, influence and shape, and given that possible activities will cut across a number of teams, the Member Planning Group, supported by Officers from across the Council, has been established to oversee the preparations for the Queen's Platinum Jubilee in 2022.
- 1.4 This approach will facilitate engagement, cohesion and co-ordination. It will enable clear activities to be identified, resourced and delivered, and ensure a programme of events is established and agreed in a timely manner to ensure delivery.

#### 2 Purpose of the Working Group

- To develop and formulate a co-ordinated programme of events which will: -
  - generate community engagement across all stakeholders within the District and enable them to hold local events to see district-wide celebrations
  - acknowledge and celebrate the Queen's National Campaign (<https://queensgreencanopy.org.uk>).
  - deliver against corporate objectives and council priorities.
  - Result in lasting memorial(s) of the historic event

- To develop a resourcing plan for this programme of events, including staff resource, communication plans, timelines and budgets.

### **3 Membership of the Group and Chairmanship and Appointments**

- 3.1 The Planning Group shall comprise seven Members including the current Chairman and Vice-Chairman of Council.
- 3.2 The remaining five Members shall be appointed by the Prosperous Communities but do not need to serve on that committee.
- 3.3 Membership will comprise cross party / cross district representation.
- 3.4 The Working Group shall elect a Chairman at its first meeting.
- 3.5 For continuity purposes the Membership of the Group shall remain in place until all Jubilee Events have been concluded. The Group will be disbanded following submission of its impact report.
- 3.6 Other elected Members may attend the Working Group, but their level of contribution will be at the discretion of the Chairman.

### **4 Frequency of Meetings and Quorum**

- 4.1 The quorum for a meeting shall be four members.
- 4.2 The Planning Group shall determine its own meeting frequency dependent upon need. But meetings will be called with at least seven days' notice.

### **5 Reporting Lines and Accountability**

- 5.1 The Planning Group is directly responsible to the Prosperous Communities Committee.
- 5.2 The Planning Group has no direct decision making powers and will make recommendations to the Prosperous Communities Committee/ Corporate Policy and Resources Committee if required.
- 5.3 The Planning Group will report to the Prosperous Communities Committee, action plans for sign off, in both September, with an early outline of activities, and again before Christmas.
- 5.4 The Planning Group will submit an impact report to Prosperous Communities Committee in July 2022.

## **6 Resources**

- 6.1 The Planning Group does not have a supporting budget. Budgets will be identified on recommendations made to the relevant Policy Committee.
- 6.2 Officers from the following Teams will support the Working Group and provide advice, information, guidance and logistical support: -
  - Civic Team
  - Communications Team
  - Communities Team
  - Visitor Economy Team,
  - Trinity Arts
- 6.3 Administrative support will be provided by Democratic Services and notes from each meeting will be retained.

## Prosperous Communities Workplan (as of 5 July 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 the year.

### Recommendation:

1. That members note the contents of this document.

Title	Lead Officer	Purpose of the report
<b>13 JULY 2021</b>		
Jubilee Event Planning Member Group	Trudi Hayes, Democratic & Civic Officer	Proposals to establish a short term event planning member group in the run up to the jubilee. including terms of ref. Group will work over the summer to create costed proposals with a view to reporting back to PC and CPR if required
Review of the Terms of Reference of the Council's Environment and Sustainability Working Group	James O'Shaughnessy, Head of Policy Strategy and Sustainable Environment / Deputy Monitoring Officer	To propose new terms of reference for this group
Future of West Lindsey Markets	Ady Selby, Assistant Director of Commercial and Operational Services	For decision on the approval to commission phases 2 + 3 of consultancy work
<b>ADDITIONAL MEETING</b>		
Draft Local Plan Consultation Response	Rachael Hughes, Development Contributions Officer	To agree the formal response by West Lindsey District Council to the Central Lincolnshire Draft Local Plan Consultation
<b>14 SEPTEMBER 2021</b>		

Supporting Growth and Regeneration in Market Rasen - update	Wendy Osgodby, Senior Growth Strategy & Projects Officer, Amanda Bouttell, Senior Project and Growth Officer	Development of Historic Building Grant for Market Rasen
UK Resettlement Scheme	Andy Lee, Senior Homelessness Prevention Officer	An update around Lincolnshire's current refugee resettlement plans
to Consider Proposals from the Jubilee Group	Trudi Hayes, Democratic & Civic Officer	to allow jubilee group established in July 2021 to report back there proposed plan for sign off , in order to allow for delivery from sept onwards
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.
Membership of Keep Britain Tidy 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.
Annual Update on Health related work	Diane Krochmal, Assistant Director Homes and	to provide Members with an update on Health related

Communities work

Economic Recovery Plan	Sally Grindrod-Smith, Assistant Director of Planning and Regeneration	Consideration of the Greater Lincolnshire Economic Recovery Plan and the West Lindsey response
Transport and Connectivity Programme	Grant White, Enterprising Communities Manager	To approve a refreshed Transport

**2 NOVEMBER 2021**

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.
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.

Operational Services Separate Paper and Card Collections

Ady Selby, Assistant  
Director of Commercial  
and Operational Services

Proposal to provide residents with separate paper/card collections. This is part of a programme to improve the quality of dry recycle and has already been rolled out in Boston, with North Kesteven due to deliver in Autumn 2021

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**7 DECEMBER 2021**

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.

Hemswell Cliff Managed Estate Contract

Shayleen Towns, Senior  
Community Action Officer

WLDC contract to manage a private estate at Hemswell Cliff is a 5 year contract 1 July 2018 to 31 March 2023. This report is ask members to consider a further 5 years from 1 April 2023.



By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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