

**AGENDA**

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

**Overview and Scrutiny Committee  
Tuesday, 4th October, 2022 at 6.30 pm  
Council Chamber - The Guildhall**

**Members:** Councillor Mrs Diana Rodgers (Chairman)  
Councillor Roger Patterson (Vice-Chairman)  
Councillor Mrs Jackie Brockway  
Councillor Mrs Tracey Coulson  
Councillor Christopher Darcel  
Councillor Timothy Davies  
Councillor Mrs Caralyne Grimble  
Councillor Cherie Hill  
Councillor Paul Howitt-Cowan  
Councillor Mrs Cordelia McCartney  
Councillor John McNeill  
Councillor Peter Morris  
Councillor Robert Waller  
(Vacancy)

1. **Apologies for Absence**
2. **Minutes of the previous meeting** (PAGES 3 - 7)  
Meeting of the Overview and Scrutiny Committee held on Tuesday,  
6 September 2022
3. **Members' Declarations of Interest**  
Members may make any declarations of interest at this point and  
may also make them at any point during the meeting.
4. **Matters Arising Schedule** (PAGE 8)  
Matters arising schedule setting out current position of previously  
agreed actions as at 26 September 2022

5. **Presentation Item** (VERBAL REPORT)  
Presentation by Tony Pryce and Andy Cook from the Future 4 Me team regarding their work with prevention and early intervention with youth offending.
6. **General Work Items**
- i) Forward Plan (PAGES 9 - 15)
  - ii) Committee Workplan (PAGE 16)
7. **Exclusion of Public and Press**  
To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.
8. **Exempt Reports**
- i) Preparation Item - Everyone Active (VERBAL REPORT)

Ian Knowles  
Head of Paid Service  
The Guildhall  
Gainsborough

Monday, 26 September 2022

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Overview and Scrutiny Committee held in the Council Chamber - The Guildhall on 6 September 2022 commencing at 6.30 pm.

**Present:** Councillor Mrs Diana Rodgers (Chairman)  
Councillor Roger Patterson (Vice-Chairman)

Councillor Mrs Tracey Coulson  
Councillor Christopher Darcel  
Councillor Timothy Davies  
Councillor Mrs Caralyne Grimble  
Councillor Cherie Hill  
Councillor John McNeill  
Councillor Peter Morris  
Councillor Robert Waller

**Also Present:** Councillor Stephen Bunney  
Councillor Michael Devine  
Councillor Mrs Mandy Snee  
Councillor Trevor Young

**In Attendance:**  
Nova Roberts Director of Change Management, ICT & Regulatory Services  
Inspector Gary Brockie Lincolnshire Police  
Ele Snow Senior Democratic and Civic Officer  
Darren Mellors Performance & Programme Manager  
Claire Bailey Assistant Planning Services Team Manager

**Also In Attendance:** 1 member of the public

**Apologies:** Councillor Paul Howitt-Cowan  
Councillor Mrs Cordelia McCartney

### 15 MINUTES OF THE PREVIOUS MEETING

**RESOLVED** that the minutes of the meeting of the Overview and Scrutiny Committee held on 5 July 2022 be confirmed and signed as a correct record.

### 16 MEMBERS' DECLARATIONS OF INTEREST

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

## **17 MATTERS ARISING SCHEDULE**

The matters arising schedule, setting out the position of previously agreed actions, as at 26 August 2022, was **NOTED**.

## **18 PRESENTATION ITEM: LINCOLNSHIRE POLICE**

The Chairman welcomed Inspector Brockie for his return visit to the Committee. The Committee were given details of the current Neighbourhood Policing Teams across the district, including areas covered and the PCSOs aligned to each team. It was explained that PCSO recruitment was ongoing with an intake due to start in October. This meant, allowing for training time, the new recruits would be 'on the ground' from January 2023. Members also heard that Inspector Brockie was leaving his role to a promotion at the Force Headquarters, with the Community Policing Inspector role having been advertised for his replacement. He advised he would share details of his replacement once known.

It was also noted that across the area the Neighbourhood Teams continued to be supported by Response officers based out of Gainsborough and Market Rasen Stations. These were the teams who the community would likely see in the first instance, responding to calls for managing scenes or road closures at collisions and undertaking general or directed tasking patrols. There also remained a CID presence within West Lindsey with Detectives working out of Gainsborough Station, and access to centralised support for larger incidents or any specialist requirements.

With regard to increased Officer numbers, it was highlighted that it was a work in progress, with an ongoing uplift in recruitment but by the nature of the roles and the training required, this was a lengthy process. Positive changes coming from this to date were that the Force had introduced a dedicated Roads Policing Team, to be based across two locations to provide for appropriate Force wide coverage. Within West Lindsey, Officers had been able to engage this team with problematic locations such as Willingham Woods. They had also been supported around large events, such as car meets and bike nights.

The Rural Crime Action Team used to be managed from North Kesteven but was now operating within the central Specialist Operations department. The team was in its infancy but continued to develop.

Neighbourhood Policing had been designated an uplift of 12 officers across the Force. The decision making around post locations was completed using a vulnerability referencing matrix, with West Lindsey receiving one additional officer. To demonstrate the spread across the county, Members heard that of the current establishment across all roles, approximately 14% of PCSOs, 11% of NPAs and 15% of CBMs were based in West Lindsey.

It was explained that Response Policing was the obvious core Policing role, it was the largest department and, with that, was gaining the bulk of the uplift Officers. It was not known how the allocation would be seen across the district. The Committee heard there was also an upcoming shift pattern change, based on demand profile assessments, which looked at service demand, workloads, locations and the geographical considerations of the county.

Members heard details of ongoing activities, such as the involvement with Mutual Gain,

seeking to sustain long term improvements for the South West Ward in Gainsborough, as well as significant work alongside West Lindsey District Council addressing areas of concern such as antisocial behaviour. The approach of joint patrols with council staff had shown positive outcomes and with a greater return to face-to-face service delivery, would be increasing in benefit and opportunity for further improvements. With regard to specific issues raised regarding cannabis grow sites, Members heard that there had been warrants executed, with further warrants obtained, however it was not appropriate to discuss details in a public meeting. Inspector Brockie reiterated his plea for anyone aware of a potential grow site to report it either to the Police directly or anonymously through Crimestoppers.

The Committee heard that the main priorities across the district, and county, continued to be, Rural Crime, the Fatal Four (drink driving, speeding, use of mobile devices and not wearing seatbelts), Youth Antisocial Behaviour and shop theft.

With regard specifically to antisocial behaviour (ASB) legislation, it was explained that, following legislative change in 2014, the replacement to Antisocial Behaviour Orders (ASBOs) were either Civic Injunctions, which could be applied for by the Police or Local Authorities, or Criminal Behaviour Orders (CBOs), which were applied for on the back of a criminal conviction. The Committee were informed that ASB was dealt with in an incremental manner, in a similar approach taken when ASBO's were the potential end outcome. This approach was taken across the county, and the country, the preference being to educate change rather than enforce it, and therefore needlessly enter those who were usually children into a criminal justice system where mistakes in early life could have a lasting negative impact on their prospects.

The opening approach was direct engagement with perpetrators and, where age-appropriate, parents. Advice letters were the next stage, being case specific and outlining the behaviour which was clearly causing concern. Advice letters remained open and valid for a 6-month period, a Final warning letter would then be issued if the advice letter was breached.

An Acceptable Behaviour Contract was then used, this being a voluntary agreement signed up by the perpetrator, which might include conditions such as area or curfew restrictions. A breach of this would lead towards either an application for a Civil Injunction, or, if linked to a criminal conviction, a Criminal Behaviour Order.

To conclude, Members were informed that, in the previous 12 months, 74 stage one advice letters had been issued. Seven had progressed to stage two warning letters, with none progressing to the stage three Acceptable Behaviour Contract. Criminal Behaviour Orders had been obtained for various offences including violence and thefts; restrictions applied by the courts ranged from curfews, non-association and not to enter certain locations; breaches of a CBO had resulted in prison sentences.

The Chairman thanked Inspector Brockie for his detailed information and invited comments from the Committee and Visiting Members.

All expressed their thanks for his attendance and the level of detail provided. With regard to levels of youth antisocial behaviour, in response to a question as to whether levels had significantly increased, it was explained that it continued to be the most reported concern, although it was unclear if there was still an element of lowered tolerance levels following the

pandemic lockdowns and restrictions. Members heard that the ‘type’ of antisocial behaviour varied from location to location, with the main aspect being that it involved groups of young people, regardless of the actual antisocial activity.

A Member of the Committee enquired as to whether there was a role to play for the Member Development Group to assess how Councillors could be better informed as to how the Council, and Councillors, interacted with the Police under the relevant legislation. It was agreed this could be looked at by the group and potentially included in the Member Induction.

With regard to Police recruitment, a Member of the Committee enquired as to whether there were difficulties with recruiting new Officers. It was explained that, due to the process of the recruitment and the training involved, there was a time delay between successful recruits being seen ‘on the ground’. It was reiterated that October recruits would be in post January 2023.

In response to a question regarding levels of prosecutions against numbers of reported incidents, Inspector Brockie stated he could raise the query with the Police Communications team, as the information available on the website to the public was outside of his control. Likewise, in relation to a query raised by a Visiting Member regarding ease of access to the Police by members of the public, Members heard there was work undertaken centrally regarding the number of options when using the 101 telephone line, but Inspector Brockie did not have that information available to him.

Members were also reminded, with regard to youth antisocial behaviour, that the November meeting would see a presentation from the youth offenders’ team.

The Chairman again reiterated her thanks to Inspector Brockie, and wished him all the best for his future role.

## **19 SCRUTINY OF PROGRESS & DELIVERY QUARTER 4 AND YEAR END REPORTS, AS CONSIDERED BY POLICY COMMITTEES**

The Committee gave consideration to the Progress and Delivery Quarter Four and Year End reports, as previously presented to the two policy committees. The minutes of each meeting were included within the report and it was explained that Members of the Overview and Scrutiny Committee were required to scrutinise the challenge of the two policy committees to the content of the council’s Progress and Delivery reports.

**Note:** Councillor C. Darcel left the meeting at 7.24pm and returned to the Chamber at 7. 26pm.

Councillor T. Young left the meeting at 7.26pm

The Chairman read aloud the recommendation within the report and Members expressed their satisfaction with the contents as presented. Having been moved and seconded, the Chairman took the vote and it was unanimously

**RESOLVED** that the Committee had examined the responses given to the report by

the Corporate Policy and Resources and the Prosperous Communities Committees and had assured themselves that the appropriate level of challenge had been made by those committees to the information contained in the report.

## **20 FORWARD PLAN**

With no comments, questions, or requirement for a vote, the Forward Plan was **DULY NOTED.**

## **21 COMMITTEE WORKPLAN**

Members gave consideration to the proposed work plan for upcoming meetings of the Overview and Scrutiny Committee. With no questions or comments, the work plan was **DULY NOTED.**

The meeting concluded at 7.30 pm.

Chairman

## Overview and Scrutiny Matters Arising Schedule

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**Purpose:**

To consider progress on the matters arising from previous Overview and Scrutiny 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	Questions Arising from Overview and Scrutiny re Leisure Provision	Questions to be reviewed by Commercial Development Manager with further work to be undertaken to respond via the O&S Committee		08/11/22	Cara Markham
Green	Involvement between Council and Police, per legislation	To be referred to the Member Development Group for inclusion in the Member Induction		01/05/2023	Ele Snow



## Full Forward Plan for All Committees (as at 26 September 2022)

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### Purpose:

This report provides a summary of business due at upcoming meetings for all committees.

### Recommendation:

1. That Members note the contents of the report.

Date	Title	Lead Officer	Purpose of the report	Date First Published
<b>CORPORATE POLICY &amp; RESOURCES</b>				
<b>29 SEPTEMBER 2022</b>				
22 Sep 2022	Levelling Up Parks Fund	Grant White, Enterprising Communities Manager	To approve the use of Levelling Up Parks Fund funding allcated to West Lindsey District Council.	
22 Sep 2022	Public Sector Decarbonisation Fund (3b) - Funding Bid for Guildhall Improvements	Steve Leary, Commercial Waste Manager	The Public Sector Decarbonisation Scheme (PSDS) provides grants for public sector bodies to fund energy efficiency and heat decarbonisation measures. Energy assessments have taken place at WLDC sites and a bid is being prepared	
<b>10 NOVEMBER 2022</b>				
10 Nov 2022	Proposed Fees and Charges 2022/2023	Sue Leversedge, Business Support Team Leader	Propose Fees and Charges to take effect from 1 April 2023.	27 June 2022
10 Nov 2022	Budget and Treasury Monitoring Quarter 2 2022/2023	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1 April 2021 to 30 September 2022.	27 June 2022
10 Nov 2022	Progress and Delivery Quarter Two (22/23)	Claire Bailey, Assistant Planning Services Team Manager	This report presents progress and delivery performance out-turns for quarter two 22/23.	

10 Nov 2022	Progress and Delivery Quarter Two (22/23) Performance Improvement Plan	Claire Bailey, Assistant Planning Services Team Manager	Quarter Two Performance Improvement Plan	
<b>15 DECEMBER 2022</b>				
10 Nov 2022	Commercial Waste Solutions Business Plan	Elaine Bilton, Senior Waste Administration Officer	Annual service business plan	
<b>9 FEBRUARY 2022</b>				
9 Feb 2023	Corporate Policy and Resources Committee Draft Budget 2023/24 & estimates to 2027/28	Sue Leversedge, Business Support Team Leader	The report sets out details of the overall Draft Revenue Budget 2023/2024 including that of this Committee and those recommended by the Prosperous Communities Committee for the period 2023/2024, and estimates to 2027/2028 to be included in the Medium Term Financial Plan.	27 June 2022
9 Feb 2023	Budget and Treasury Monitoring Quarter 3 2022/2023	Sue Leversedge, Business Support Team Leader	This report sets out the revenue, capital and treasury management activity from 1 April 2021 to 31 December 2022.	27 June 2022
9 Feb 2023	Safeguarding Policy	Grant White, Enterprising Communities Manager	To approve updated council safeguarding policy.	
<b>23 MARCH 2023</b>				
23 Mar 2023	Land and Investment Policy	Gary Reeve, Property & Assets Manager	Policy document that considers the strategic approach to acquisition, management, retention and disposal of investment property assets held for income generation (yield), local area regeneration and regional business support	27 June 2022
23 Mar 2023	Levelling Up Fund Public Realm Options	Amy Potts, Senior Project Support Officer, Matthew	A report detailing the business case and options for Public Realm	

Snee, Community Engagement Officer, Sally Grindrod-Smith, Director Planning, Regeneration & Communities

interventions (Market, Park and Pocket Park) for member approval following on from recommendation in report from 1st June 2022.

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**COUNCIL**

**23 JANUARY 2023**

23 Jan 2023	Future delivery of Building Control services	Ady Selby, Director of Commercial & Operational Services	To consider a three authority Business Case for the future delivery of Building Control services
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**GOVERNANCE & AUDIT**

**11 OCTOBER 2022**

11 Oct 2022	Member Development Annual Report 2021/2022	Ele Snow, Senior Democratic and Civic Officer	To review Member Development for the previous Civic Year and to agree relevant actions for the current Civic Year	21 March 2022
11 Oct 2022	Local Government and Social Care Ombudsman (LGSCO) Annual Review Letter Report 2021/22	Natalie Kostiuk, Customer Experience Officer	Report on the Local Government and Social Care Ombudsman (LGSCO) Annual Review letter 2021/22 covering complaints referred to them between April 2021 and March 2022. Examining upheld complaints, learning actions and benchmarking with other authorities.	10 May 2022
11 Oct 2022	Internal Audit Quarter 2 Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Quarter 2 Internal Audit Report.s	10 May 2022
11 Oct 2022	Review of Strategic Risks	Emma Redwood, Assistant Director People and Democratic Services	Biannual review of Strategic Risks	27 June 2022

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**29 NOVEMBER 2022**

29 Nov 2022	Review of Whistleblowing Activity	Emma Redwood, Assistant Director People and Democratic Services	To present data on Whistleblowing Activity	27 June 2022
<b>24 JANUARY 2023</b>				
10 Jan 2023	Internal Audit Quarter 3 Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Quarter 3 Internal Audit Report.	27 June 2022
24 Jan 2023	Draft Treasury Management Strategy 2023/24	Emma Foy, Director of Corporate Services and Section 151	To present West Lindsey District Council's Draft Treasury Management Strategy for 2023/24.	
24 Jan 2023	External Audit Completion Report - ISA 260	Emma Foy, Director of Corporate Services and Section 151	To present to those charged with governance, the External Audit report on the quality of the Statement of Accounts and Annual Governance Statement 2021/22.	
<b>14 MARCH 2023</b>				
14 Mar 2023	Combined Assurance Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Report from the Combined Assurance aspect for 2022/23	27 June 2022
14 Mar 2023	Internal Audit Draft Annual Plan 2023/24	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Draft Annual Plan for Internal Audit for the 2023/24 committee year.	27 June 2022
14 Mar 2023	Accounts Closedown 2022/23 Accounting Matters	Emma Foy, Director of Corporate Services and Section 151	To review and approve the accounting policies, actuary assumptions and materiality levels that will be used for the preparation of the 2022/23 accounts.	
14 Mar 2023	External Audit Strategy Memorandum (Plan) 2022/23	Emma Foy, Director of Corporate Services and Section 151	To present the 2022/23 External Audit Strategy from our External Auditors, Mazars.	

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**18 APRIL 2023**

18 Apr 2023	Annual Constitution Review & Monitoring Officer Report	Emma Redwood, Assistant Director People and Democratic Services	To review the Constitution and provide the MO annual report	27 June 2022
18 Apr 2023	Internal Audit Quarter 4 Report 2022/23	Alastair Simson, Principal Auditor, Lincolnshire County Council	To present the Quarter 4 report from Internal Audit.	27 June 2022

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**JOINT STAFF CONSULTATIVE COMMITTEE****6 OCTOBER 2022**

6 Oct 2022	JSCC National Pay Award Update	Emma Redwood, Assistant Director People and Democratic Services	To update JSCC on the April 2022 pay award	27 June 2022
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**19 JANUARY 2023**

19 Jan 2023	JSCC Sickness absence update	Emma Redwood, Assistant Director People and Democratic Services	To provide JSCC with data for the sickness absence across the council	27 June 2022
19 Jan 2023	Gender Pay Report (March 2022 data)	Emma Redwood, Assistant Director People and Democratic Services	To report on the Gender Pay Gap for March 2022 to be publicised on the website	27 June 2022

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**LICENSING****PROSPEROUS COMMUNITIES****1 NOVEMBER 2022**

13 Sep 2022	Jubilee Impact Report and Closure of the Working Group	Katie Storr, Democratic Services & Elections Team Manager, Ele Snow, Senior Democratic and Civic Officer	To set out the activities undertaken as part of the Jubilee Celebration and to close the working group	
1 Nov 2022	Proposed Fees and Charges 2022/2023	Sue Leversedge, Business Support Team Leader	Propose Fees and Charges to take effect from 1 April 2023.	27 June 2022

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1 Nov 2022	Housing Assistance Policy	Veronica Edwards, Housing & Communities Officer	Review undertaken of the Housing Assistance Policy, proposed amendments to current discretionary assistance available.	
1 Nov 2022	Climate, Environment and Sustainability Annual Update	Steve Leary, Commercial Waste Manager	Annual Update Report as required by the terms of reference of the Environment	
<b>6 DECEMBER 2022</b>				
6 Dec 2022	Lincolnshire Homelessness and Rough Sleeping Strategy 2022-2027	Sarah Elvin, Housing Communities Project Officer	Paper to adopt the new Homelessness Strategy	
6 Dec 2022	Parish Charter Review	Grant White, Enterprising Communities Manager	To review the Parish Charter and approve any amendments.	
Dec 2022	Private Sector Housing - Options for Future Direction	Andy Gray, Housing and Enforcement Manager	To provide committee with options for future direction relating to the PRS following on from the work undertaken by the Selective Licensing Working Group.	
<b>31 JANUARY 2023</b>				
31 Jan 2023	Prosperous Communities Revenue Base Budgets 2023/24 to 2027/28	Sue Leversedge, Business Support Team Leader	The report sets out details of the Committee's draft revenue budget for the period of 2023/2024, and estimates to 2027/2028.	27 June 2022
<b>REGULATORY</b>				
<b>8 DECEMBER 2022</b>				
8 Dec 2022	Public Space Protection Order Consideration-Gainsborough	Andy Gray, Housing and Enforcement Manager	To consider whether a PSPO is required to deal with specific issues within Gainsborough.	27 June 2022
<b>16 MARCH 2023</b>				

16 Mar 2023

Schedule 4 - Abandoned Shopping Trolleys:  
Review and Consultation

Andy Gray, Housing and  
Enforcement Manager

To review the existing schedule 4  
arrangements and set out the process  
for consultation to renew or remove the  
scheme.

27 June 2022

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# Agenda Item 6b

## Overview and Scrutiny Work Plan

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### Purpose:

The table below provides a summary of meetings scheduled throughout 2022/23 and notes items of business that are due to be heard.

### Recommendation:

1. That Members note the contents of the report.

Date of Meeting	Items of Business
8 November 2022	Presentation / Q&A Session Leisure Provision / Everyone Active
17 January 2023	Scrutiny of P&D mid-year reporting
21 February 2023	
28 March 2023	Draft Annual O&S Report

### To be added:

Managing Flood Risk in West Lindsey – resolved at the Prosperous Communities Committee meeting on 19 July 2022 for the O&S Cttee to receive twice-yearly reports. Suggest September and March meetings of each Civic Year – pre-winter risk / post-winter data. To be confirmed with Lead Officer.