

WEST LINDSEY DISTRICT COUNCIL

Minutes of the Meeting of Council held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA on 22 January 2018 at 7.00 pm.

Present: Councillor Mrs Angela Lawrence (Chairman)
Councillor Mrs Pat Mewis (Vice-Chairman)

Councillor Bruce Allison	Councillor Mrs Gillian Bardsley
Councillor Mrs Sheila Bibb	Councillor Owen Bierley
Councillor Matthew Boles	Councillor Mrs Jackie Brockway
Councillor Christopher Darcel	Councillor Michael Devine
Councillor Steve England	Councillor Ian Fleetwood
Councillor Stuart Kinch	Councillor Mrs Jessie Milne
Councillor Giles McNeill	Councillor John McNeill
Councillor Richard Oaks	Councillor Mrs Maureen Palmer
Councillor Roger Patterson	Councillor Mrs Judy Rainsforth
Councillor Thomas Smith	Councillor Lewis Strange
Councillor Jeff Summers	Councillor Robert Waller
Councillor Mrs Anne Welburn	Councillor Mrs Angela White
Councillor Trevor Young	

In Attendance:

Mark Sturgess	Executive Director of Operations and Head of Paid Service
Eve Fawcett-Moralee	Executive Director of Economic and Commercial Growth
Ian Knowles	Executive Director of Resources and S151 Officer
Alan Robinson	Strategic Lead Governance and People/Monitoring Officer
Katie Coughlan	Senior Democratic & Civic Officer

Also in Attendance:

Mr David Lomas, Chairman of the Remuneration Panel
2 representatives from Lea Parish Council
2 representatives from Scotter Parish Council
2 members of the public

Apologies for Absence

Councillor David Bond
Councillor David Cotton
Councillor Paul Howitt Cowan
Councillor Hugo Marfleet
Councillor Malcolm Parish
Councillor Tom Regis
Councillor Mrs Diana Rodgers
Councillor Mrs Lesley Rollings
Councillor Reg Shore

- (a) Minutes of Meeting held on 13 November 2017

RESOLVED that the Minutes of the Meeting held on 13 November 2017 be confirmed and signed as a correct record.

57 MEMBERS' DECLARATIONS OF INTEREST

The Chairman of the Council advised that for the avoidance of doubt Members did not need to make a declaration in respect of the Members Allowance Report, as this was an area in which all Councillors were granted an exemption by the relevant legislation.

No further declarations were made.

58 MATTERS ARISING

The Monitoring Officer noted that all items due for completion were showing black, as having been completed.

The one remaining green item, was not yet due for completion and progress was being made. Consultation events had concluded and all parish councils had now been corresponded with. All parishes had been requested to adopt the new West Lindsey Code or NaLC Code by their AGMs in May 18. Adoptions had commenced with several notifications of such already received. The action was expected to be completed on target.

In reference to the black actions entitled, "Question to Council – Rural Transport" and "Motion to Council – EMAS" a Member sought indication as to whether further responses had been received in light of the communications sent in respect of these matters.

In the absence of the information being to hand, Officers undertook to investigate the position and report back to the Members outside of the meeting.

RESOLVED that the Matters Arising be noted.

59 ANNOUNCEMENTS

i) Chairman

The Chairman addressed Council advising it had been a very busy, but enjoyable period, particularly in the run up to Christmas. Over recent weeks she had had the pleasure of attending a number of Events, Award Ceremonies and Civic Carol Services, including her own for which she thanked those Councillors who had attended. Reference was also made to the following: -

- Honour to attend the Fire and Rescue Awards in Lincoln;
- Attended the Gainsborough and Market Rasen Christmas Light Switch Ons;
- Took part in a wonderful lantern parade. Children from many schools had attended

workshops prior to the event to make their lanterns. It had been a very windy evening but enjoyed by all and set the tone for future “illuminate” events, culminating in 2020;

- A very moving “Light up a Life” service organised by St Barnabas;
- Visits to a plethora of Care Homes, taking part in their Christmas festivities;
- Officially opened the new Lidl store;
- Hosted a Christmas reception for the staff and volunteers at the Trinity Arts Centre;
- Visited and hosted receptions for the operatives at the depots, to thank them for their hard work throughout the year;
- On Christmas day attended the Lunch hosted by Gainsborough House and visited the John Coupland Hospital;
- Attended a presentation evening at the Queen Elizabeth’s High School in Gainsborough; and
- Attended a memorial service for Tony Worth held in in the Cathedral.

The Chairman concluded her announcements by making special reference to an event she had hosted here in the Council Chamber on 8 December, this being a Gainsborough Junior Schools’ Council meeting.

Local schools had been asked to give ideas for the future use of the Butter Market building. A total of 11 schools took part and presented their ideas. Their ideas will be considered as part of the Gainsborough Neighbourhood Plan. This had been a most enjoyable and informative event enjoyed by all who took part.

ii) Leader of Council

The Leader addressed Council and advised that the previous Friday, a roundtable meeting of a number of agencies covering the Heath, Housing and Care agenda had been held at the Guildhall. This was an area of work the Council was keen to progress due to a number of social issues across the County and District.

The Leader handed over to Councillor Sheila Bibb, Chairman of the Prosperous Communities Committee, the Committee responsible for progressing the Health agenda, and invited her to sum up the event’s proceedings.

Councillor Mrs Bibb addressed Council, outlining the plethora of agencies which had been in attendance. The meeting had provided an opportunity to bring together a vast range of agencies to present information to them particularly around the Well-Being Service which would be place from April 2018 and which West Lindsey would be a key partner in. The meeting had also provided opportunity for data to be shared and for agencies to outline their current action plans. The aim of the meeting had been to facilitate greater engagement and partnership working across the agencies.

The meeting had been well received and the emphasis of the meeting had been to do less talking about what was required, but rather to agree a set of definitive actions to be undertaken. A number of key actions for implementation had been agreed as a result of the meeting and a full report would be submitted to the next Challenge and Improvement Committee and subsequently the Prosperous Communities Committee as part of the six month review of the Health Commission.

The Leader then addressed Council and advised that he recently attended an Energy, Environment and Transport Forum in Westminster in order to better understand the national view, impetus and direction required for the future handling of both residual waste and recycle. Unfortunately as a collection authority, the Authority would have the financial burden and have to deliver the service with little chance of any income. In an attempt to reduce the need to build additional energy from waste plants a popular solution was to collect food waste separately. This, however, would also come at an additional financial cost to West Lindsey. The Leader suggested a way such costs could be mitigated. A notional example was offered of how this could be achieved but it was stressed that this matter would likely need addressing at some point in the future.

The Chairman thanked the Leader for his updates.

iii) Head of Paid Service

The Head of Paid Service addressed Council, on behalf of the Management Team, advising that since the last meeting the Directors had been progressing both the corporate agenda of the Council and ensuring that the Authority continued to influence the national agenda.

The Director of Resources had been working with the Rural Services Network especially through the establishment of a Social Care and Health Group and a Rural Economy Group. West Lindsey would be fully participating in both.

The Chief Operating Officer had attended the Chief Executives' Group of the District Councils' Network. A group who lobbied on behalf of District Councils nationally. They had established an all-party parliamentary group to lobby for the interests of District Councils and Officers would be briefing the local MP when he attends.

Locally there had been a number of key milestones which had been achieved. The Director of Commercial and Economic Growth, assisted by the Director of Resources had been assessing two bids from potential development partners to regenerate Gainsborough. The evaluation of these bids would be considered by a special joint meeting of the Prosperous Communities Committee and Corporate Policy and Resources Committee on 6 February.

The Council together with its partners, East Lindsey District Council and City of Lincoln Council had been successful in their bid to run the well-being service.

A provisional funding settlement with the Government had been agreed. This included a £90,000 provision for West Lindsey as part of the Rural Services Delivery Grant.

The Community Infrastructure Levy Scheme had gone live across the District today, information was available on the website.

The Head of Paid Service concluded his announcements advising that further information would appear in the Committee agendas over the next cycle and in the new Member Bulletin/ Newsletter which would be launched next month.

60 PUBLIC QUESTION TIME

Mr Ian Bradley attended the meeting to pose the following question to the Leader of the Council:-

“Sir, It is has recently become apparent that Councillor Tom Smith is the elected member champion for the Armed Forces, With this knowledge I have a few queries.

1) Will Cllr Smith be allowed within the remit of his role able to service the needs of All Veterans and members of the armed forces of West Lindsey with support and referrals from other elected members and officers of the council?

2) If he is able, will his role have a full job description and be launched properly in all the local newspapers, websites and other publications?

3) The Armed Forces Covenant places certain responsibilities on all public bodies, councils and other local organisations. As this is the case is it possible to form a scrutiny body under Cllr Smith to see if that the Covenant is being taken into regard in all aspects of this Council's day to day business?”

The Leader had requested that Councillor Sheila Bibb, Chairman of the Prosperous Communities Committee, which had oversight of the role of Member Champions, respond on his behalf.

Councillor Bibb responded as follows: -

“Thank you for your question Mr. Bradley. The Leader has asked me to respond in my role as chair of Prosperous Communities Committee which has oversight of the role of Member Champions.

Following on from the Prosperous Communities meeting in June 2017 I commissioned a report from officers regarding the role of a member champion and I am expecting to consider this at the Committee in March. This will clarify the interaction between the formal decision-making of the council with the various champions.

At West Lindsey we operate a Committee system which means that individual members of council have no executive decision-making powers. However I would anticipate that the role would include dealing with referrals which member champions would take up with the appropriate officers and/or committees.

As part of the report which is coming to Committee a full job description for the role of a Member Champion will be agreed and will form part of the constitution of the council.

In terms of forming a dedicated scrutiny body I do not believe that this is necessary at this time as West Lindsey is already a signatory to the Armed Forces Covenant and this informs the relevant work carried out by officers and is therefore automatically scrutinized at various levels. However, it is something that the Council may wish to consider in the future should there be concerns that it was not meeting

its obligations under the Armed Forces Covenant.

Mr Bradley thanked Councillor Mrs Bibb for the response and indicated he did not wish to ask a supplementary question having heard the response.

Mr Bradley was advised that he would receive a copy of the response in writing.

No further questions had been submitted.

61 QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE NO. 9

Councillor Mick Devine, Leader of the Labour Group, had submitted the following question to the meeting: -

"With all the development taking place around the new hotel and Roseway car park with third party interest, can the Leader confirm that at no time will WLDC lease, sell or in any way pass control of all or any part of the Roseway car park to a third party and that any future development of the car park shall be solely the decision of this Council and its Members. "

The Leader responded as follows: -

"Thank you for your question Councillor Devine.

I can confirm that Council has no intention to dispose of the Roseway car park and is in fact investing in the refurbishment of this car park to help meet the future town centre needs and increase its capital value.

Considering the extensive regeneration plans for the town centre, increase in housing and footfall. The removal of Roseway car park would only hamper our progressive work plan.

The business case for this was agreed as part of the Gainsborough car parking review in 2017.

In the very unlikely event that the Council needed to consider a business case to dispose of part or all of the car park it would require the consent of both Prosperous Communities committee, as a variation to the Gainsborough car park strategy and Corporate Policy and Resources for the disposal and financial implications.

I trust that this reassures you and dispels all fears which may have arisen from speculation."

No further questions had been submitted to the meeting.

62 MOTIONS PURSUANT TO COUNCIL PROCEDURE RULE NO. 10

Councillor Tom Smith had submitted the following Motion: -

"Madam chairmen fellow members, currently councils do not know definitively and easily how many veterans live within their respective boundaries that is why I am requesting permission from the Council to jointly with the Leader write to the minister pledging the council's support to the Royal British Legion count them in campaign whereby a question would be placed on the census asking people if they are a veteran. The ONS have confirmed their intention to recommend its inclusion. However, support for this campaign needs to continue to ensure it is included in the next census. This would enable the council to know without any doubt how many veterans are within our district so that we can provide them and their families with the support they need and deserve we counted on them now it's time we counted them in.
I so move"

Councillor Jeff Summers, as Leader of the Council, responded as follows: -

"Thank you for raising this Councillor Smith. I agree with your thoughts and I believe it will helpful to us to learn more about our communities. We assume that there are large number of ex service personnel living within the district but we do not currently know how many.

It is therefore a pleasure for me to second this motion."

Having being moved and seconded, with no debate on being put to the vote the Motion was declared **CARRIED**.

Councillors Stuart Kinch, Giles McNeill, Sheila Bibb and Ian Fleetwood had submitted the following Motion. Councillor Kinch stated the motion to the meeting : -

"Council notes:

- The contents of the Smith Institute report into Local Housing Companies and its summary¹.
- <http://www.smith-institute.org.uk/wp-content/uploads/2017/10/The-rise-of-local-housing-companies.pdf>
- <http://www.smith-institute.org.uk/wp-content/uploads/2017/10/LHCs-Summary-Report.pdf>
- That the Corporate Plan first theme (Open for Business) supports housing led economic growth to deliver:
 - West Lindsey as a place of choice to live
 - A sustainable and thriving economy
 - Sustainable neighbourhoodsFurther, that the second theme (People First) supports meeting local housing needs and aspirations to ensure that residents can live, grow and remain in the District.²

¹ Hackett, P., *'The rise of local housing companies'*, (England, 2017)

² West Lindsey District Council, *'West Lindsey Corporate Plan 2016-2020'*, (England, 2016) p. 13

Council believes that:

- Having handed over the Council Housing stock to ACIS the Council is not in a position to develop the amount of housing needed to meet current and future demand in the district and that with limited appetite from the private sector to deliver affordable homes there may be opportunity for the Council to intervene in the market, whilst not detracting from private enterprises efforts.
- The benefits of developing a Local Housing Company are:
 - Socio-Economic
 - Council can control the direction of housing provision and tenure: increasing supply and tenure mix, especially affordable homes, with the Council as master developer
 - Meet specific housing needs: low income residents, elderly, students, homeless, key workers etc.
 - Act as an innovator: trying different development models and tenure mix
 - Greater accountability and scrutiny than other housing providers
 - Exemption from HCA/government regulations and standards
 - Financial
 - Generates income for the Council: directly through on-lending, property investment and rental/sales income and through additional New Homes Bonus, Community Infrastructure Levy and additional Council Tax receipts
 - Savings to the Council: providing lower cost temporary accommodation and providing cheaper housing maintenance and other services
 - Greater borrowing capacity to meet housing needs (escaping HRA debt/borrowing caps)
 - Securing additional private investment in housing and regeneration
 - Securing better value for Council assets than conventional disposal
 - Receptacle for commuted sums from S.106 agreements
 - Public procurement advantages
 - Place-shaping
 - Intervening and influencing local housing markets: to achieve, support and encourage development
 - Bring forward development: unimplemented consents and provided scale for local construction/suppliers
 - Making best use of Council land: alternative to disposal of site to private developers
 - Setting higher standards: the Council as an exemplary private landlord, improving design and eco-homes

Council resolves to:

- Mandate Officers to investigate and prepare for the establishment of a Local Housing Company and bring forward a paper to the Prosperous Communities Committee prior to the 2018 Annual Meeting of Full Council
- Make necessary provision of resources to achieve this aim
- Ensure that as part of the refresh of the Corporate Plan consideration is given to supporting the development of affordable housing within the district directly by the Council, with particular reference to the mechanism of a Local Housing Company
I so move”

Cllr. Stuart Kinch
Cllr. Mrs. Sheila Bibb
Cllr. Ian Fleetwood
Cllr. Giles McNeill

The Leader of the Council responded initially and thanked the Members for the excellent joint Motion which he indicated he fully supported. With such a significant drive by the Government backed by a commitment to invest heavily, the Leader considered it would be remiss of the Council to not take advantage of such a rare opportunity. He considered the motion to be well detailed and as such required a full response from the Director of Commercial and Economic Growth who was currently actively pursuing the need for and nature of a housing company in West Lindsey.

The Director of Commercial and Economic Growth addressed the meeting and advised the investigation of a Housing Company was part of the current draft Housing Strategy. This had been through Due consultation and was due for consideration by the Prosperous Communities Committee at its meeting on 30 January 2018. Action 1.1 of the implementation Plan referred.

Furthermore there were two major projects nearing decision and which would further assist the housing agenda. The first being the Development Partnership, which in part, was a catalyst to housing supply backed by the Council. It was acknowledged that this perhaps would not take the form of a housing company but by enabling housing to happen.

Also there was a proposal to develop 140 homes in the Japan Road area through a development agreement with ACIS. Again this was the Council using its enabling role to deliver housing 40% of which would be affordable whilst the rest would be open market sale. The partnership would make use of ACIS's expertise presenting no construction or sales risks to the Authority.

Councillor McNeill seconded the motion and in light of the information which had been offered, sought indication as to whether an amendment to the timescale would be of assistance to Officers and whether the suggested deadline of May 2018 was too soon.

In responding the Director of Commercial and Economic Growth indicated that legal processes around such matters were often lengthy. An announcement on the development partner was not expected until May 2018 and planning permission would not be sought until late 2018 for the Japan Road development subject to support from Committee. It was suggested allowing for outcomes on both these projects would provide useful market testing analysis information to inform any future paper at a later date. This would also allow for a more bespoke approach to be taken, ensuring the report produced was something that could work for West Lindsey as opposed to the pros and cons of a housing company in general.

The Director also advised that a Monitoring Officer was now in post, monitoring land supply and assessing what that meant for housing need. Additional time would allow for this analysis to also be taken into consideration.

Assurance was offered that work in this area was being undertaken. Ideally a deadline of May 19 would allow for a more meaningful report, or by the end of the calendar year as an alternative option.

In light of the response it was proposed, seconded and on being put to the vote **CARRIED** that the date referred to in the motion be amended to read “bring forward a paper to the Prosperous Communities Committee prior to the 2019 Annual Meeting of Full Council”

Further debate ensued with Councillor Kinch, as one of those Members who had submitted the motion, offering rational and explanation for having done so. Councillor Kinch acknowledged the projects and approaches which were being explored but outlined a scenario experienced by some residents, which he considered demonstrated a gap not being filled by private sector. Rural communities had housing needs which needed addressing also. It was not being suggested that the Council provide all new build homes but for example look at procuring stock. Reference was made to a previous project in the South West Ward where homes had been procured but then sold on, in hindsight he considered these should have possibly been retained. This would offer a mixed tenure and give residents, particularly those previously highlighted, options.

Councillor Bibb also made reference to the proven link between Health and Housing. It was important that all residents had appropriate housing to help them remain healthy and through the work undertaken by the Health Commission, gaps had been identified which needed to be addressed.

Having being moved and seconded, on being put to the vote, the motion, as amended above was declared **CARRIED**

It was therefore **RESOLVED** that: -

- (a) Officers investigate and prepare for the establishment of a Local Housing Company and bring forward a paper to the Prosperous Communities Committee prior to the 2019 Annual Meeting of Full Council;
- (b) necessary provision of resources to achieve this aim be made; and
- (c) it be ensured, as part of the refresh of the Corporate Plan consideration be given to supporting the development of affordable housing within the district directly by the Council, with particular reference to the mechanism of a Local Housing Company.

63 SADBROOKE BY ELECTION - RESULT OF POLL

Members were asked to note the outcome of the District Council By-Election held on 16 November 2017 in the Sudbrooke Ward.

The report set out the number of votes polled and the percentage turnout.

The Chairman, Leader and fellow members took the opportunity to welcome newly elected Councillor Waller to the Chamber.

RESOLVED that the outcome of the By-Election be duly received and noted

64 ADOPTION OF LEA NEIGHBOURHOOD PLAN

Members were asked to give consideration to a report to fully 'make' (adopt) the Lea Neighbourhood Plan following a successful referendum.

Councillor England, Member Champion for Neighbourhood Planning, introduced the report, noting that the two plans on tonight's agenda, would see the number of adopted plans across the District reach a total of 10, with a more significant currently at some stage within the process. He expressed thanks, both to the Group for their hard work, and to the Officers for the support they had offered.

Representatives from Lea Parish Council were in attendance and prior to Members debating the matter the Chairman invited them to make a short address to Council and present their successful Neighbourhood Plan.

Chairman of Lea Parish Council, Fiona Anderson described the process gone through in the preparation of the Neighbourhood Plan and thanked a number of people for their hard work and support in the production of the Plan, and all those residents who had contributed.

Lea Parish Council were delighted with the result of the referendum and the excellent turnout, close to 50%, the highest achieved so far in West Lindsey for a Neighbourhood Plan Referendum. With a significant majority and the high turnout Lea Parish Council considered there to be a very strong endorsement of the Plan by the community. The Steering Group had comprised a number of parishioners and three Councillors and they had had to work quickly with the village being the subject of several large planning applications during 2016 and 2017. Despite only having had their first meeting on 4 January 2017 they had by 30 March delivered a first draft for public consultation. This was a remarkable achievement and Councillor Anderson expressed her sincere thanks to all members of the Steering Group for their commitment and hard work. It was also noted that four of those parishioners involved wished to continue their contribution to the village, and had been co-opted on to the Parish Council.

Gratitude was also expressed to the Neighbourhood Planning Team at West Lindsey for their encouragement, help and guidance throughout the regulatory process. The Parish Council were now looking forward to the Plan being made full use of in all planning application determinations and appeals.

Parish Councillor Anderson then formally presented the Plan to the Chairman.

It was moved, seconded and duly

RESOLVED that the Lea Neighbourhood Plan be adopted and made.

65 ADOPTION OF SCOTTER NEIGHBOURHOOD PLAN

Members were asked to give consideration to a report to fully 'make' (adopt) the Scotter Neighbourhood Plan following a successful referendum.

Councillor England, Member Champion for Neighbourhood Planning, again introduced the

report, expressing thanks, both to the Group for their hard work, and to the Officers for the support they had offered.

Representatives from Scotter Parish Council were in attendance and prior to Members debating the matter the Chairman invited them to make a short address to Council and present their successful Neighbourhood Plan.

The Clerk of Scotter Parish Council, Nicola Altoft described the process gone through in the preparation of the Neighbourhood Plan and thanked a number of people for their hard work and support in the production of the Plan, and all those residents who had contributed.

The Clerk advised that taking the decision to produce a Plan had been an easy one, residents had felt strongly that they wished to influence and control development in the parish as much as they could. Producing the Plan had provided an opportunity to engage fully with the local community to discover what was uniquely important to the parish and its residents.

Residents raised a variety of issues which the Plan needed to address. The Plan had provided an opportunity to do just that ensuring future issues of a similar nature did not arise again.

The Scotter character assessment had proved to be a useful and informing document and a real talking point at consultation events, increasing engagement with communities again.

The Clerk expressed thanks to a number of Groups and individuals for their help in making the production of the Plan possible, including parish councillors, district councillors, neighbourhood planning officers, the consultants and most importantly the residents for their time, views, feedback and engagement.

Ms Altoft then formally presented the Plan to the Chairman.

It was moved, seconded and duly

RESOLVED that the Scotter Neighbourhood Plan be adopted and made.

66 MEMBERS ALLOWANCES SCHEME 2018/2019

Mr David Lomas, Chairman of the Independent Remuneration Panel introduced the report and outlined the process that had been undertaken to produce the recommendations set out in the report. Consultation had taken place with Councillors and thanks were expressed to those that had responded. It was considered that the changes to the Special Responsibility Allowances were reasonable and the Panel had been mindful of the need for caution in increasing allowances, whilst also been aware of the dangers of remuneration failing to adequately compensate for the role. Consideration had also been given to the pay rises for staff in order to avoid any feeling of inequality.

The Panel had been made aware of constitutional changes affecting the Licensing and Regulatory Committees and hence had made specific recommendations regarding these Committees. Changes to the Dependent Carers Allowance and the introduction of an eye

test reimbursement allowance were also being proposed.

Comparison had been made with other authorities and the results were set out in the appendix.

The Panels full set of recommendations were as set out below: -

	Currently	New Rate
Basic Allowance	£5,400	£5,480
SRA - Leader of Council	£12,000	£12,180
SRA – Deputy Leader/s (in the event of two or more being nominated, the payment to be shared)	£4,350	£4,415
SRA -Chair of Council	£3,840	£3,900
SRA – Vice-Chair of Council	£1,320	£1,340
Civic Allowance for the Chairman of Council	£1,550	£1,575
Civic Allowance for the Vice-Chairman of Council	£420	£430
SRA – Committee Chairs (excluding Licensing Cttee and Regulatory Cttee)	£3,000	£3,045
SRA – Regulatory Chair	£1,500	£1,522.50
SRA – Licensing Chair	£1,500	£1,522.50
SRA – Committee Vice-Chairs (excluding Licensing Cttee and Regulatory Cttee)	£1,420	£1,440
SRA – Regulatory Vice Chair	£710	£720
	£710	£720

SRA – Licensing Vice Chair

SRA – Leader of the Opposition (in the event of	£4,350	£4,415
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the Council being a ‘hung³’ Council, the Leaders of the two largest groups be paid the same special responsibility allowance as for the Leader of the Opposition)

SRA – Deputy Leader of the Opposition	£790	£800
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SRA – Minority Group Leaders (per group member, and including the Group Leader)	£90	£95
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Co-optees’ Allowance – A payment of £60.00 for the first four hours of attendance at a meeting/event and a second payment for attendance in excess of four hours. The first four hours would commence from the start time of the meeting (To be paid when not chairing a meeting).	£60	No change
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Dependent Carer’s Allowance	£6.50	£10
Eye Test Re-imburement	n/a	£20 per 2 years

No change to travel allowances. The Panel noted and commented that travel allowances are currently in line with the tax efficient rate authorised by the Inland Revenue

Subsistence – No change (Receipts must be provided for subsistence claimed and attached to the claim form).

- a. Absence of more than four hours but no more than eight hours – only the cost of one meal can be reimbursed up to a maximum of £15.
- b. Absence of more than eight hours but no more than 12 hours – only the cost of

- two meals can be reimbursed up to a maximum of £25.
- c. Absence of more than 12 hours but no more than 16 hours – only the cost of three meals can be reimbursed up to a maximum of £33.
 - d. Absence of more than 16 hours but not including an overnight stay – only the cost of four meals can be reimbursed up to a maximum of £40.
 - e. Overnight – No Change – £83
 - f. Overnight (London or LGA) – No Change – £208

The Leader expressed his thanks to all Members of the Remuneration panel for the work they undertook each year on behalf of the Authority. He considered the assessment to be a fair and reasonable one, based on consultation and evidence and moved the recommendations.

The Chairman of the Governance and Audit Committee, welcomed the report and seconded the recommendations.

RESOLVED that the new rates as shown above, with regard to Members' Allowances for the Civic Year 2018 – 2019 be approved by agreeing:-

- a) an increase of £80 p/a for the Basic Allowance
- b) the proposed changes to SRA's detailed above
- c) the SRA's for Regulatory Committee and the Licensing Committee being split 50:50 for each Chairman and the Vice Chairman SRA being split 50:50 between each Vice Chairman
- d) an increase to the Dependant Carers Allowance of £3.50
- e) the introduction of reimbursement of the cost for an eye test up to a maximum of £20 in a two year period.

67 LOCAL COUNCIL TAX SUPPORT SCHEME 2018/19

The Chairman of the Corporate Policy and Resources Committee presented the report which had been considered by the Committee and referred to Council for approval.

Council Tax Benefit had been a national scheme providing means-tested financial help to households to pay their Council Tax liability, but had been abolished on 31 March 2013. Since that time every Local Authority had been tasked with designing a local scheme of financial support to replace Council Tax Benefit.

The Scheme was reviewed and approved annually.

The implementation of universal credit had resulted in an increase in the number of reported changes of claimants' circumstances. Each change in circumstance amended the council tax support offered and this in turn resulted in an amendment to the council tax instalments being made.

In an effort to ensure budget stability for claimants and to reduce administration costs it was being proposed that a fixed period assessment for universal credit claimants of 4 months be implemented for the 2018/19 financial year. In order not to disadvantage claimants in receipt of Bereavement Support Payment it was also being proposed that this be disregarded when calculating council tax support. The final proposal was that the same annual up-ratings as the Department for Works and Pensions should be applied as this would ensure council tax support and housing benefit remained aligned.

For the reasons outlined above the Corporate Policy and Resources committee on 14 December 2017 had therefore **RECOMMENDED** that option 3 of those set out in the report be the adopted scheme

Option 3 was proposed and seconded and on being voted upon it was:-

RESOLVED that Option 3 be agreed as the preference for the Local Council Tax Support Scheme for West Lindsey District Council for 2018/19 as recommended by Corporate Policy and Resources Committee on 14 December 2017.

68 COLLECTION FUND - COUNCIL TAX SURPLUS AND COUNCIL TAX BASE 2018/19

The Leader of the Council and Chairman of the Corporate Policy and Resources Committee presented the report, which had been considered and **RECOMMENDED** by the Committee at its meeting on 14 December 2017.

The report set out the declaration of the estimated surplus on the Council's Collection Fund relating to Council Tax at the end of March 2018 and how it was shared amongst the constituent precepting bodies. It also set out the Council Tax base calculation for 2018/19. The tax base was a key component in calculating both the budget requirement and the Council Tax charge which would be used by West Lindsey District Council, Lincolnshire County Council, Lincolnshire Police and all of the Parish and Town Councils in the district.

The recommendations as set out in the report were moved, seconded and voted upon.

RESOLVED that

- (a) the estimated surplus of £105,010 be accepted and be declared as accruing in the Council's Collection Fund at 31 March 2018 relating to an estimated Council Tax surplus;
- (b) the Council uses its element of the Collection Fund surplus/deficit in calculating the level of Council Tax in 2018/19.
- (c) the calculations of the Council's tax base for 2018/19 as set out in Appendix A be approved, and that in accordance with the Local Authorities' (Calculation of Council Tax Base) Regulations 1993 (as amended), the tax base for each part of the Authority's area shall be as set out in Appendix B.

69 OWMBY PARISH COUNCIL - REQUEST FOR CHANGE OF NAME

The Chairman of Council presented the report which advised of the receipt of a request from Owmbly Parish Council to change the name of the Parish Council to Owmbly by Spital Parish Council.

The request received was attached as an Appendix to the report.

It was noted that a change of parish name could be dealt with under section 75 of the Local Government Act 1972 by the District Council and the actions which would need to be undertaken, if the request were approved, were set out at Section 2 of the report.

The Leader indicated that this was a Parish Council within his Ward and the requested change was a "common sense" one.

On being moved and seconded it was

RESOLVED that the making and publication of an order under section 75 of the Local Government Act 1972 to change the name of Owmbly Parish Council to Owmbly by Spital Parish Council be approved.

70 APPOINTMENT TO VACANCY ON THE PLANNING COMMITTEE

The Chairman of Council introduced the report which set out the wishes expressed by the Administration to make an appointment to the current vacancy on the Planning Committee.

It was noted that arrangements would be made for Councillor Waller to undertake the necessary training on his appointment to the Committee prior to him sitting as a voting member.

Members were asked to agree the appointment and in concluding her presentation the Chairman moved the paper.

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

RESOLVED that In accordance with the provisions of section 16 of the Local Government and Housing Act 1989 and the wishes expressed by political groups, the Members set out below be appointed to serve on the Council's Planning Committee for the remainder of the 2017/18 civic year.

Councillor Ian Fleetwood (Chairman)
Councillor Own Bierley (Vice-Chairman)
Councillor Matthew Boles
Councillor David Cotton
Councillor Michael Devine
Councillor Hugo Marfleet
Councillor Giles McNeill
Councillor Mrs Jessie Milne

Councillor Roger Patterson
Councillor Mrs Judy Rainsforth
Councillor Tom Smith
Councillor Bob Waller

71 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 paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act.

The meeting continued in exempt session and the Chairman advised that owing to the Chief Officer Employment Committee having only met earlier in the day, it had not been possible to provide Members with a copy of the report in advance.

Members were therefore provided with a copy of the report and a short adjournment was taken to allow Members time to consider the information which had been presented to them, prior to the item being formally debated.

The meeting re-convened at 8.15 pm and the Monitoring Officer and Chief Operating Officer left the meeting prior to consideration of the next item of business.

72 RECOMMENDATION FROM THE CHIEF OFFICER EMPLOYMENT COMMITTEE

The Leader of the Council and Chairman of the Chief Officer Employment Committee presented the report which asked Members to consider the recommendation from the Chief Officer Employment Committee regarding the appointments to Statutory Roles and the deletion of the Chief Executive position.

The Committee had met earlier in the day to review the interim senior management arrangements which had been in place since July 2017. In presenting the report the Leader outlined to Members the discussions the Committee had had, the decisions it had made earlier in the day and rationale for the recommendations presented to Members. He shared with Members some of the feedback which had been received from staff, when reviewing the position, and which had informed the decision.

The Leader also indicated that any decision taken at this stage did not prevent the position being reviewed again in the future, outlining circumstances and scenarios when it may be prudent to do so and some of the future options Members could consider.

Debate ensued and a large number of Members expressed their support for the decisions which had been made by the Chief Officer Employment Committee. They considered the team had done an excellent job in the past six months and had the support of the teams they led. The Council was moving into an important delivery phase with some major projects nearing delivery, and the majority of Members were in agreement that continued stable leadership was the right direction to take. Some Members shared their experience of the organisation over the last six months.

However a few Members expressed concern that this decision appeared to be a hasty one, with little Member engagement and the report to be lacking in information.

Members of the Chief Officer Employment Committee reminded Council members that the structure and remuneration of Chief Officers was a function delegated to the Chief Officer Employment Committee. The Committee had thoroughly considered all of the options available to the Authority, taken into account the current context and performance, and had sought independent advice in doing so.

However statute required Full Council to appoint to statutory positions and this was the purpose of the report presented.

It was again re-iterated that the structure could and would be looked at again in the future by the Chief Officer Employment Committee as and when the need arose.

On that basis it was **RESOLVED** that recommendations from the Chief Officer Employment Committee be approved and

- (a) Mark Sturgess be appointed as the Council's Head of Paid Service;
- (b) Alan Robinson be appointed as the Council's Returning Officer; and
- (c) the post of Chief Executive be deleted from the establishment and the necessary amendments be made to the Constitution to reflect such.

The meeting concluded at 8.50 pm.

Chairman