

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA on 9 July 2024 commencing at 6.30 pm.

**Present:** Councillor Emma Bailey (Vice-Chairman, in the Chair)

Councillor Owen Bierley  
Councillor Frazer Brown  
Councillor Stephen Bunney  
Councillor Karen Carless  
Councillor Jacob Flear  
Councillor Paul Lee  
Councillor Roger Patterson  
Councillor Matthew Boles  
Councillor Paul Key  
Councillor Mrs Mandy Snee

**Also Present:** Councillor Jim Snee

**In Attendance:**

Sally Grindrod-Smith	Director Planning, Regeneration & Communities
Emma Foy	Director of Corporate Services and Section 151
Lisa Langdon	Assistant Director People and Democratic (Monitoring Officer)
Robert Gilliot	Operational Services Manager
Darren Mellors	Performance & Programme Manager
Grant White	Communities Manager
Laura Hill	Senior Homelessness Prevention Officer
Maisie McInnes	Democratic and Civic Officer

**Apologies:** Councillor Mrs Lesley Rollings  
Councillor Trevor Young  
Councillor Christopher Darcel  
Councillor Peter Morris

**Membership:** Councillor Paul Key was appointed substitute for Councillor Christopher Darcel  
Councillor Matt Boles was appointed substitute for Councillor Lesley Rollings  
Councillor Mandy Snee was appointed substitute for Councillor Trevor Young

## **9 CHAIRMAN'S ANNOUNCEMENT**

Councillor E. Bailey, Vice-Chairman in the Chair, opened the meeting and welcomed all present. She explained that before making a start on the agenda she had an announcement to make regarding an urgent item of business to be heard. She stated that arrangements for handling urgent business at committee or sub-committee meetings were governed by statute, which required the Chairman's approval before an urgent item could be considered, and for the reason for the urgency to be recorded in the minutes.

The Committee heard that the item was the Food Waste Collections report, and it would be heard for consideration as the first of the public reports. At the time of publishing the meeting's agenda it was anticipated that a report would be presented to the Committee at a later date. However, a decision was also required from the Corporate Policy and Resources Committee, which would meet the following week on 18 July 2024, and it was requested that this Committee give consideration to the report as an urgent item in order to expedite the full decision-making process and subsequent actions required.

The Chairman stated her agreement with this request and proceeded to the formal agenda.

## **10 PUBLIC PARTICIPATION**

There was no public participation.

## **11 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the Minutes of the Meeting of the Prosperous Communities Committee held on 4 June 2024 be confirmed and signed as a correct record.

## **12 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **13 MATTERS ARISING SCHEDULE**

With no comments, questions or requirement for a vote, the Matters Arising Schedule, setting out the current position of previously agreed actions as at 1 July 2024, was **DULY NOTED**.

## **14 URGENT ITEM: FOOD WASTE COLLECTIONS**

Members heard from the Change, Programme and Performance Manager that the Environment Act 2021 legislation mandated separate food waste collections for households and businesses to reduce landfill waste. The Council currently collected food waste with residual black bin waste but to comply with the scheme, the Council would need to

implement weekly food waste collections by 1 April 2025 for commercial properties, and by 1 April 2026 for domestic properties. He highlighted that a potential risk of non-compliance would result in financial penalties.

In order for the Council to comply with the scheme, households were required to be issued with a 5-litre food caddy for internal use and a 23-litre caddy for external use. Communal properties would receive the 5-litre internal caddies and shared 140-litre external bins. To implement the scheme, the Council would need to purchase seven food waste collection vehicles and 50,000 internal and external caddies and 100 communal bins.

To help with associated costs, the government had announced three new funding streams, one to cover the capital elements with the remaining two covering required revenue expenditure. West Lindsey District Council had received capital funding which would be allocated to the purchase of the required vehicles, and recycling caddies would be purchased with funding from the two revenue streams, before the scheme was launched.

Members wholeheartedly supported the collection of food waste, as this would prevent food waste being sent to landfill. Members raised questions surrounding the rollout and implementation of collecting food waste, in particular communications for residents. The Operational Services Manager assured Members that the team were working on a communications plan, similar to the approach taken for the rollout of the purple lidded bins, and Lincolnshire County Council were currently out to tender for a waste transfer station. There would also be engagement with schools and the new fleet of vehicles would need naming with help from the local children.

Members requested more information on the Council's plans towards vehicle decarbonisation. The Director of Corporate Services explained to Members that a report would be brought to the Corporate Policy and Resources Committee for Members to consider the financial implications.

With Members content there were no further comments, the recommendations contained within the report were duly proposed and seconded and, on taking the vote, it was unanimously

**RESOLVED** that

- a) a district wide Food Waste Collection scheme, in alignment with the statutory deadline of 1<sup>st</sup> April 2025 for commercial properties and 1<sup>st</sup> April 2026 for domestic properties, be commenced; and
- b) the allocation of capital funding be **recommended** for approval to the Corporate Policy and Resources Committee for £897,060 of capital grant funding to be allocated to the Capital Programme to purchase vehicles, caddies and bins to deliver the district wide Food Waste Collection scheme (2024-26).

## **15 SPORT & ACTIVE LEISURE DEVELOPMENT PLAN**

The Communities Manager presented the report which gave the context of the Sport and

Leisure activity in West Lindsey, and the upcoming plans to establish a Sport and Active Leisure Strategy and to improve health and wellbeing in the district. The proposed Sport and Active Leisure Strategy would be linked to the Corporate Plan and encompass health and wellbeing, physical activity and have a focus on the positive opportunities provided in the district. It was anticipated that the strategy would be drafted by Spring 2025.

The budget had provision for the appointment of a Sport and Physical Activity Officer and the job advertisement would be going live shortly. The role would be responsible for taking the lead on promoting an active lifestyle for people across the district and delivering projects. They would be working with colleagues in partnership across the district to deliver on sport and active leisure in West Lindsey.

Members thanked the Communities Officer for the report and discussed looking at best practice from local authorities of a similar size to West Lindsey. Members were keen to understand the nature of the new officer role and the Communities Manager explained as a new role it had two key areas, helping to share sports and active leisure with the new strategy and working with partners and councillors. The role was varied, working out in the district, as a point of contact for residents and Members.

Having been proposed and seconded, the Chairman took the vote and it was

**RESOLVED** that

- a) the Sport and Active Leisure Development Actions detailed in the report be acknowledged; and
- b) a draft Sport & Active Leisure Strategy be received by the Prosperous Communities Committee by Spring 2025.

## **16 TEMPORARY ACCOMMODATION**

The Director of Planning, Regeneration and Communities presented the report and explained that Members were requested to adopt a temporary accommodation allocation policy for West Lindsey. The Committee received an update on the temporary accommodation review that was concluded at the end of 2022, and the work following including the temporary accommodation project.

The report gave consideration to the context and background to homelessness and temporary accommodation, highlighting some of the main factors across the district and the increase in the number of people approaching the Council for homelessness advice and support. The financial implications, costs of delivering homelessness services and securing temporary accommodation were detailed in the report.

Following a consultation, the Council was seeking procurement for 13 units of accommodation to meet the increasing demand for housing. The Temporary Accommodation policy was aimed to guide partners and customers through the process and the considerations that would be taken into account when assessing housing need. The Director of Planning, Regeneration and Communities highlighted the recommendations and invited Members to ask any questions.

Members were saddened to hear of the increasing demand for temporary accommodation and hoped that the Council would continue to look at social and affordable housing options and longer-term support for those accessing temporary housing.

Members asked a question surrounding vacant properties and if it was possible for West Lindsey to secure these and turn into housing options. The Director of Planning, Regeneration and Communities explained that the Council did keep a close eye on empty properties and in previous years, work had been undertaken to bring these back into use, but this was costly and challenging for the Council.

Final comments highlighted the duty of care of the Council during extreme weather periods, the need to work with partners and continuously review the options available to West Lindsey to provide support for those experiencing homelessness. With Members content there were no further comments, the recommendations contained within the report were duly proposed and seconded and, on taking the vote, it was unanimously

**RESOLVED** that

- a) the progress to date of the work on the Temporary Accommodation Project be noted; and
- b) the Temporary Accommodation Allocation Policy be adopted; and
- c) minor amendments to the Temporary Accommodation Allocation Policy be delegated to the Director of Planning, Regeneration and Communities in consultation with the Chairman of the Prosperous Communities Committee.

## **17 HEALTHY HOMES PROJECT (PRIVATE RENTED SECTOR)**

The Housing and Environmental Enforcement Manager provided an update on the Healthy Homes Project as previously brought to the Committee in March 2024. He was pleased to report that since the last meeting, the Council had been accepted to take part in the pilot treatment group and would be in receipt of £130k grant funding. The Council had received the first half of the funding to deliver the project, and the financial outlay was detailed in sections three and four of the report.

The project was currently in the development stages, the team had developed a business case and were looking at initiatives to target damp and mould in housing across the district.

Members made comments on how the project would be resourced and the allocation of funding to communications and engagement. The Housing and Environmental Enforcement Manager explained that a part-time member of the team would be taking on this work and increasing their working hours to coordinate the project. In terms of funding allocation, the Council would need to use social media and communications to create publicity on damp and mould that could be reused seasonally once generated. The Council were looking at ways they could maximise the funding to benefit as many people as possible. There would also be the procurement of an app which would help conduct electronic inspections, which would allow officers to record notes on site, any hazards and would speed up the process.

Having been proposed and seconded, the Chairman took the vote and it was unanimously

**RESOLVED** that

- a) the proposed usage of the Healthy Homes Grant be approved; and
- b) it be approved that the Director for ICT, Change Management and Regulatory Services, in conjunction with the S151 Officer and in consultation with the Chairman of the Prosperous Communities Committee may determine any amendments to the proposed spending of the grant, subject to it being in line with the overall guidance, and within their financial delegation levels.

## **18 GREEN WASTE CONSULTATION 2024**

Members heard that a consultation had been proposed on the topic of Green Waste collection, which was a subscription-based waste service for residents' garden waste. The Council would consult residents who currently used the service, those who had previously used the service and stopped, and those who had never used the service, for their collective views. There would be a questionnaire made available online and a paper format with events at market stalls within Gainsborough, Market Rasen and Caistor to gain as many responses as possible. The report detailed the communications plan for the consultation, there would be a press release and information in the residents' newsletter. It was anticipated that the data would be analysed following the consultation and an update provided to Committee in October 2024, which would inform the future service delivery for 2025/26.

Members discussed the consultation and were conscious that the timescale was over the school holidays, meaning there could be an impact with responses. Officers agreed to feedback to colleagues and if there were any concerns the consultation could be extended.

Having been proposed and seconded, the Chairman took the vote and it was

**RESOLVED** that

- a) the Green Waste Consultation process be approved in accordance with the proposed timescale outlined at Appendix A; and
- b) the contents of the questionnaire as detailed in Appendix B be approved.

## **19 WORKPLAN**

With no questions or comments, the work plan was **DULY NOTED**.

## 20 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 involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**Note:** The meeting entered closed session at 8.00pm

## 21 RESPONSE TO QUESTION AT FULL COUNCIL RAISED UNDER PROCEDURE RULE 9: LEISURE CONTRACT MANAGEMENT

Members heard from the Section 151 Officer regarding the Leisure Contract Management, and it was explained that this was in response to a question posed at Full Council on 24 June 2024, under Council Procedure Rule 9. The question had sought assurance for Members regarding concerns which had been raised by Councillors and members of the public alike relating to cleanliness and state of repair at the Gainsborough Leisure Centre.

Having discussed the content of the report in detail, and in understanding there was work underway to address the concerns raised, Members of the Committee and Officers agreed for a review of the situation to be brought back to the Committee at a later date.

With this in mind, and with no requirement for a vote, the actions taken to date, and the ongoing programme of Contract Management, were **DULY NOTED**.

The meeting concluded at 8.24 pm.

Chairman