

## POLICY SCRUTINY COMMITTEE

**Tuesday, 24 November 2020**

**6.00 pm**

**Virtual Meeting**

Membership:	Councillors Bill Bilton (Chair), Laura McWilliams (Vice-Chair), Alan Briggs, Jane Loffhagen, Hilton Spratt, Ralph Toofany and Pat Vaughan
Substitute member(s):	Councillor(s) Kathleen Brothwell and Gary Hewson
External attendees:	Mick Barber (Chair of LTP) and Caroline Coyle-Fox (Member of LTP)
Officers attending:	Democratic Services, Legal Services, Steve Lockwood, Chris Morton and Simon Colburn

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### Virtual Meeting

To join this virtual meeting please use the link below:

<https://zoom.us/j/99542414177?pwd=aWlwEJESXpubk5wMXp2eGdtaXFLdz09>

Passcode: 306352

Alternatively, please join the meeting via telephone by calling 0330 088 5830 using the following ID:

995 4241 4177  
Passcode: 306352

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<b>SECTION A</b>	<b>Page(s)</b>
1. Confirmation of Minutes - 6 October 2020	<b>3 - 8</b>
2. Declarations of Interest	
Please note that, in accordance with the Members' Code of Conduct, when declaring interests members must disclose the existence and nature of the interest, and whether it is a disclosable pecuniary interest (DPI) or personal and/or pecuniary.	
3. Lincoln Tenants Panel Grass Verge Survey Proposal	<b>9 - 12</b>
4. Built Facilities Strategy	<b>To Follow</b>
5. Physical Activity Strategy	<b>To Follow</b>
6. Policy Scrutiny Work Programme 2020-21 and Executive Work Programme Update	<b>13 - 24</b>

7. Health Scrutiny Update

**Verbal  
Report**

**Date of Next Meeting:** Tuesday, 12 January 2021 (6.00 pm)

**Present:** Councillor Bill Bilton (*in the Chair*),  
Councillor Alan Briggs, Councillor Jane Loffhagen,  
Councillor Hilton Spratt, Councillor Ralph Toofany and  
Councillor Pat Vaughan

**Apologies for Absence:** Councillor Laura McWilliams

**82. Confirmation of Minutes - 18 August 2020**

RESOLVED that the minutes of the meeting held on 18 August 2020 be confirmed.

**83. Declarations of Interest**

No declarations of interest were received.

**84. Planning White Paper Consultation**

Kieron Manning, Assistant Director – Planning

- a. presented a report to update committee on the content of the recent White Paper consultation from Central Government on reforming the planning system.
- b. referred to paragraph 2 of the report and outlined the two consultations published by the Government on 6 August relating to the Planning System.
- c. advised that the ‘Planning for the future’ White Paper was published in early August and saw significant changes at both Policy and Development Management stages. The Government had stated that it had the potential to alter the planning system more than any previous reforms since the inception of the planning system in 1947.
- d. advised that in the forward to the White Paper, the Prime Minister stated that the government’s ambition was to create a planning system which was “simpler, clearer and quicker to navigate, delivering results in weeks and months rather than years and decades”
- e. advised that since 1947 planning applications in England had been assessed on a case-by-case basis against a long-term local plan, with permission ultimately decided by committee. The new system proposed to diminish this. Land would instead be classified into three zones within a new local Plan, with outline planning permission awarded automatically if proposals met specific criteria within specific zones.
- f. explained that the White paper proposed that the following three categories would apply to all land within the a district boundary as part of the local plan allocation process:
  - i. Growth
  - ii. Renewal
  - iii. Protection

- g. referred to paragraph 4 of the report and summarised the key proposals:
- Local Plan Proposals
  - The role of Councillors and Development Management
  - Public Engagement
  - Section 106 agreements and Community Infrastructure Levy (CIL)
  - Housing Targets
  - Design
  - Enforcement
  - Delivering Changes
- h. referred to paragraph 5 of the report and explained the implications of the proposed changes.
- i. advised that the consultation was open until 29 October 2020. Subject to the outcome of the consultation, the government “would seek to bring forward legislation and policy changes” to implement its reforms acknowledging that “we have not comprehensively covered every aspect of the system, and the detail of the proposals would need further development pending the outcome of the consultation” The proposals would require primary legislation followed by secondary legislation and an updating of the National Planning Policy Framework.
- j. referred to the draft consultation response at Appendix A of the report and asked members to consider the response to each question prior to referral to Executive.

**Question:** When was the current Local Plan adopted?

**Response:** The current Local Plan was adopted in 2017 and was currently being reviewed, the next Local Plan would be adopted in 2022. Under the proposed changes to the Planning System work would have to commence on the following Local Plan immediately after its adoption in 2022 as the new plan was required to be in place by 2024.

**Question:** Was conservation areas a consideration within the proposed changes?

**Response:** Conservation areas were made reference to in the White Paper in general terms, they would form part of the Protection category.

**Comment:** Commented on the lack of available housing in the UK.

**Response:** There were between 800,000 and 1m houses that have been granted planning permission across the country that had not been built, yet the White Paper consultation proposed radical change to the land use planning system as the means to address what was largely an economic problem.

**Question:** During the development of the Local Plan would blanket design codes apply?

**Response:** We know that the intention would be to have 3 zones, however, it was unclear at what level and how Local Authorities would apply this.

**Question:** Would local residents only get a say when the Local Plan was produced?

**Response:** Potentially yes, although the White Paper did not provide detail so it was unclear. The aim of the proposed changes was to speed up and simplify the process at the planning application stage.

**Question:** During the development of the St Marks area, there was a lot of deliberation over the details for example the types of doors and windows. Would this input be taken away?

**Response:** It was unclear in the white paper whether the intention was that every area in the district required to be covered by a zone. If this was the case and there was a design code in place then potentially yes it could be the case.

RESOLVED that the conclusions of the report and suggested response to each question be endorsed and be referred to Executive.

**85. Draft Housing Strategy 2020-25**

Melanie Holland, Housing Strategy and Investment Manager

- a. presented a report on the draft Housing Strategy 2020-25 for consideration prior to external consultation.
- b. referred to paragraph 2.1 of the report and explained that a local authority strategy was an overarching cross-tenure document which identified local housing needs and set out how those needs would be met.
- c. advised that Member briefings took place on 3 and 4 July 2019 which sought to provide an update on the emerging housing needs evidence. Lincolns current housing market, stock condition and the opportunities for delivering new homes. A key outcome of the briefings was the need to provide further information on demand and need for affordable housing.
- d. advised that a follow up Members' workshop took place on 8 January 2020 where officers discussed the following themes in more detail to understand the Housing Strategy priorities over the next five years:
  - Maximising the supply of affordable housing
  - Maximising our existing housing assets
  - Estate improvement and resident involvement
  - Allocating council housing to those in greatest need
  - Enabling sustainable tenancies
- e. advised that the feedback from the workshop had shaped the content of the draft Housing Strategy, which also considered empirical information, the existing local policy context, the emerging response to Covid-19 and the current recession.
- f. advised that to complement Vision 2025, " Lets deliver quality housing", the objectives of the Housing Strategy for 2020-25 are:
  - Providing housing which meets the varied needs of our residents
  - Building Sustainable Communities
  - Improving Housing Standards for all
- g. referred to paragraph 4 of the report and explained the implications of Covid-19 on the housing market and the role of the Housing Strategy to aid economic recovery.

- h. advised that it was vital to regularly monitor the evidence on which the Housing Strategy was premised and produce an annual review, with revised and new priorities, which took into account the changing need and the revised policy agenda.
- i. invited members questions and comments

**Question:** Referred to “Making the best use of our Housing Stock” and asked for example if someone had been allocated a property would they be allowed to stay in the property if their circumstances changed?

**Response:** If they held a secure tenancy then they would have a legal right to remain in the property. The making the best use of our Housing Stock was about the Councils intentions to provide the right accommodation for residents.

**Question:** Could flats above shops on the High Street be used?

**Response:** City centre living did form part of the Strategy. There were aspirations but we needed to attract the funding.

RESOLVED that the draft Housing Strategy 2020-25 be supported prior to external consultation.

**86. Policy Scrutiny Work Programme 2020-21 and Executive Work Programme Update**

The Democratic Services Officer:

- a. presented the report ‘Policy Scrutiny Work Programme 2020-21 and Executive Work Programme Update’.
- b. presented the Executive Work Programme September 2020 – September 2021.
- c. requested councillors to submit what items they wished to scrutinise from the Executive Work Programme and policies of interest.
- d. invited members questions and comments.

Members commented that Parking on Grass Verges had not been included within the work programme.

The Democratic Services Officer explained that it had been referred to Housing Scrutiny Sub Committee. The Lincoln Tenants Panel were currently undertaking some work on this and it would be presented to Housing Scrutiny Sub Committee in January 2021.

Members stated that they were disappointed not to see this item scheduled within the work programme and asked that it be included on the Policy Scrutiny work programme. They felt that as the item had originated from Policy Scrutiny then an update should be reported back to this committee.

The Democratic Services Officer confirmed that she would liaise with the relevant Officer for a suitable time to schedule into the Policy Scrutiny Work Programme.

RESOLVED that:

1. the work Policy Scrutiny work programme be noted.

2. the Executive work programme be noted.

**87. Health Scrutiny Update**

The Chair of Policy Scrutiny Committee advised that the link to the Lincolnshire County Councils Health Scrutiny Committee agenda and minutes from the meeting held on 16<sup>th</sup> September 2020 and the agenda for the forthcoming meeting to be held on 14 October 2020 had been circulated to Members. He invited members to ask questions.

Members asked if the track and trace system for the Covid-19 pandemic had been discussed at the Health Scrutiny Committee.

The Chair responded that the Health Scrutiny Committee was a very fast moving committee and that most of the items on the agenda referred to matters 2 to 3 months in the past.

RESOLVED that the update be noted.

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**SUBJECT: LINCOLN TENANTS PANEL GRASS VERGE SURVEY PROPOSAL**

**DIRECTORATE: DIRECTORATE OF HOUSING AND INVESTMENT**

**REPORT AUTHOR: MICK BARBER AND CAROLINE COYLE-FOX  
LINCOLN TENANTS PANEL**

## **1. Purpose of the report**

- 1.1 To present an initial proposal for a pilot survey to be carried out on grass verge parking on the Hartsholme Estate in Lincoln.

## **2. Background**

- 2.1 All estates in Lincoln suffer from a lack of parking space available for cars, this causes a number of issues including blocked roads, junctions and parking on grass verges. It is this last point that LTP has received feedback from residents, who are concerned about the damage being done to the grass verges. Elected members have also had these concerns raised to them by residents and the issue was raised at Policy Scrutiny Committee.
- 2.2 The damage done to the grass verges can cause an area to look unsightly and lots of mud to form on the side of the road, particularly in the winter.
- 2.3 There are a number of different solutions to address the problem and these are:
- Installing barriers to stop cars being parked on grass verge
  - Constructing parking bays
  - Planting trees, bushes and wildflower meadows to act as a barrier
  - Requesting County Council Highways install signage and road markings in specific hotspots, this could include double yellow lines close to junctions and one side of the road
  - Setting up a residents parking scheme for the area. This would involve going through a consultation with residents and if a majority are in favour passes could be issued for residents. This would allow certain areas to be designated as no parking
  - The final option is to look at working with stakeholders such as the local police and county council to increase the level of enforcement.

Before any solutions are decided on an equality and diversity impact assessment will be carried out as part of the options appraisal.

- 2.4 LTP would like to look into the matter further to gain a better understanding as to

the scale of the problem and capture residents' views on possible solutions by conducting a survey on Hartsholme. This will be a pilot area and that can possibly be extended into other areas of the city if this is deemed a success.

### **3. What will the survey aim to answer?**

3.1 The survey will aim to answer the following questions:

- 1) What is the scale of parking on grass verges?
- 2) Do residents view tackling grass verge parking as a priority?
- 3) Is there a consensus among residents for one of the options described in 2.3?

### **4. Methodology and target audience**

4.1 The consultation will be led by Lincoln Tenants Panel and will be carried out using three main methods:

- Online survey advertised through Facebook but conducted through the City of Lincoln Council's website
- Postal surveys sent out if a low response rate is received from the online surveys
- Zoom calls with residents conducted by LTP as part of a public meeting

The target audience for the consultation will be residents of the Hartsholme estate. However, LTP will also speak to other local stakeholders such as the local school and the police.

### **5. Next steps**

5.1 The next steps will be to conduct the survey in the Hartsholme area. The results will be reported back to Policy Scrutiny Committee once collated and analysed.

5.2 This is a pilot area for the surveys and if deemed successful consideration will be given to carry out the surveys in other areas.

### **6. Data protection**

6.1 The survey will be conducted through the council's website and the resident involvement team will process and store the results in line with DPA policies. The Lincoln Tenants' Panel will receive an anonymised set of results. Tenants will be made aware that results will be shared with the tenants' panel and asked to give affirmative confirmation. If the Zoom calls go ahead this will be as part of a public residents meeting and procedures will be put in place to ensure compliance with DPA.

### **7. Recommendation**

7.1 That the Committee agree the approach proposed by the LTP and:-

- The area of the city in the initial survey
- The methodology of the survey

<b>Is this a key decision?</b>	No
<b>Do the exempt information categories apply?</b>	No
<b>Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?</b>	No
<b>How many appendices does the report contain?</b>	No
<b>List of Background Papers:</b>	None

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**POLICY SCRUTINY COMMITTEE**

**24 NOVEMBER 2020**

<b>SUBJECT:</b>	<b>POLICY SCRUTINY WORK PROGRAMME 2020/21 AND EXECUTIVE WORK PROGRAMME UPDATE</b>
<b>REPORT BY:</b>	<b>CHIEF EXECUTIVE &amp; TOWN CLERK</b>
<b>LEAD OFFICER:</b>	<b>CLAIRE TURNER, DEMOCRATIC SERVICES OFFICER</b>

**1. Purpose of Report**

1.1 To present the Policy Scrutiny Committee Work Programme for 2020/21 and receive comments and considerations from members with items for the municipal year 2020/2021 and to advise Members of the items that are on the current edition of the Executive Work Programme.

**2. Background**

2.1 The work programme is attached at **Appendix A**.

2.2 The Constitution provides for the publication of the Executive Work Programme on a monthly basis detailing key decisions/ exempt para (Section B) items to be taken by the Executive, a committee of the Executive or a Member of the Executive during the period covered by the programme. This is attached at **Appendix B** and has been provided to assist members in identifying items for inclusion within the work programme.

**3. Recommendation**

3.1 That Members give consideration to the Policy Scrutiny Work Programme for 2020/21 and update where appropriate to include items which they wish to consider from the Executive Work Programme as required.

**List of Background Papers:** None

**Lead Officer:** Claire Turner, Democratic Services Officer  
Telephone 873619

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## Policy Scrutiny Committee Work Programme – Timetable for 2020/21

16 June 2020

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report
Policy Scrutiny Work Programme 2019 -2020	Democratic Services	Regular Report

18 August 2020

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Lincoln Social Responsibility Charter	Graham Rose	
Review of the Trusted Landlord Scheme	Lindsey Morris	
Public Spaces Protection Order (PSPO) on our multi storey carparks	Francesca Bell	
Policy Scrutiny Work Programme 2019-2020 Update	Democratic Services	Regular Report
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report

6 October 2020

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Planning White Paper	Kieron Manning	
Draft Housing Strategy	Melanie Holland	
Policy Scrutiny Work Programme 2019 -2020	Democratic Services	Regular Report
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report

**24 November 2020**

<b>Item(s)</b>	<b>Responsible Person(s)</b>	<b>Strategic Priority/ Comments</b>
Physical Activity Strategy	Steve Lockwood	
Built Sports Facilities Strategy	Steve Lockwood	
LTP Grass Verge Survey Proposal	Mick Barber and Caroline Coyle- Fox Lincoln Tenants Panel	
Policy Scrutiny Work Programme 2020-2021 Update	Democratic Services	Regular Report
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report

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**12 January 2021**

<b>Item(s)</b>	<b>Responsible Person(s)</b>	<b>Strategic Priority/ Comments</b>
Protecting Vulnerable People Update	Paula Burton	Annual Report
Renewal of the City Centre PSPO	Francesca Bell	
Housing Strategy	Melanie Holland	
Policy Scrutiny Work Programme 2019-2020 Update	Democratic Services	Regular Report
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report



16 March 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Policy Scrutiny Work Programme 2019-2020 Update	Democratic Services	Regular Report
Health Scrutiny Update	Chair of Policy Scrutiny	Regular Report

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## EXECUTIVE WORK PROGRAMME

**November 2020 - October 2021**

### NOTES

1. The Leader in consultation with the Chief Executive and Town Clerk prepares an Executive Work Programme to cover a period of twelve months.
2. The Executive Work Programme contains matters which the Leader has reason to believe will be the subject of a key decision during the period covered by the Plan or Executive decisions which are likely to be taken in private.
3. A Key Decision is one which is likely:
  - a) to result in the Local Authority incurring expenditure which is , or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which it relates; or
  - b) to be significant in terms of its effect on communities living or working in an area comprising 2 or more wards in the area of the local authority.
4. Whilst the majority of the Executive's business at the meetings listed in the Executive Work Programme will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or person information.

This document serves as formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that certain items in the Executive Work Programme will be considered in private because the item contains exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. If an item is to be considered in private this will indicated on the individual decision notice.

If you have any queries, please telephone 01522 873387 or email [democratic.services@lincoln.gov.uk](mailto:democratic.services@lincoln.gov.uk).

## EXECUTIVE WORK PROGRAMME SUMMARY

Date of Decision	Decision	Decision: Summary	Decision Taken By	Key Decision	Exempt Information
23 November 2020	Treasury Management and prudential code update report - half year ending 30th September 2020	It is recommended that Executive note the Prudential and Local Indicators and the actual performance against the Treasury Management Strategy 2020/21 for the half-year ended 30th September 2020.	Executive	No	Public
23 November 2020	Statement of Accounts 2019/20	To note the Statement of Accounts for 2019/20	Executive	No	Public
23 November 2020	Financial Reporting - Quarterly Monitoring	<p>Note the progress on the financial performance for the period 1st October to 31st December 2020 and the projected outturns for 2020/21.</p> <p>Assess the underlying impact of the pressures and underspends,</p> <p>Approve the changes to the General Investment Programme and Housing Investment Programme,</p> <p>Approve the proposed contributions to and from reserves.</p>	Executive	No	Public
23 November 2020	SETTING THE 2021/22 BUDGET AND MEDIUM TERM FINANCIAL STRATEGY 2021/22 – 2025/26	<p>Executive are asked to;</p> <p>a) note the significant financial challenges that the Council faces,</p> <p>b) note the projected budget parameters for 2021/22 and future years and note the financial planning</p>	Executive	No	Public

		assumptions  c) note the budget, strategic and service planning preparation programme.			
23 November 2020	Safer Lincolnshire Partnership Modern Slavery Charter	Adoption of county wide charter	Executive	No	Public
14 December 2020	MANAGEMENT AGREEMENT RELATING TO AN AREA OF HOBBLERS HOLE	To seek Member approval to enter into a long-term management agreement with Long Leys Residents Association (LLRA) for the general management and improvement of an area of open space known as 'Hobblers Hole' off Long Leys Road, Lincoln.	Executive	No	Public
14 December 2020	Recycling- paper and card collections proposal	To formally commit to the Lincolnshire Waste Partnership initiative to undertake separate paper and card collections, alternate to existing general recycling collections, where it can reasonably be accommodated.	Executive	Yes	Public
14 December 2020	Allocations Policy Update	To seek approval of an updated Allocations Policy.	Executive	No	Public
14 December 2020	Facilities Strategy	Formulation of a facilities strategy	Executive	No	Public
14 December 2020	Physical Activity Strategy	Formulation of a Physical Activity Strategy	Executive	No	Public
14 December 2020	Write-outs of Irrecoverable Non Domestic Rates, and Overpayment of Housing Benefit	Write-out of monies due to the Council	Executive	Yes	Private

04 January 2021	Council Tax Base 2021/22	To refer to Full Council approval of Council Tax Base 2021/22	Executive	No	Public
04 January 2021	Localised Council Tax Support Scheme 2021/22	To refer to Full Council, approval for Localised Council Tax Support Scheme 2021/22	Executive	No	Public
22 February 2021	Financial Performance - Quarterly Monitoring	<p>Note the progress on the financial performance for the period 1st October to 31st December 2020 and the projected outturns for 2020/21.</p> <p>Assess the underlying impact of the pressures and underspends identified</p> <p>Approve the changes to the General Investment Programme and Housing Investment Programme</p> <p>Approve the proposed contributions to and from reserves</p>	Executive	No	Public
22 February 2021	Housing Strategy 2020-25	To recommend to full Council the adoption of the Housing Strategy 2020-25.	Executive	Yes	Public
25 May 2021	Financial Performance - Out-turn Report	<p>Note the provisional 2020/21 financial outturn for the General Fund, Housing Revenue Account, Housing Repairs Service and Capital Programmes as set out in sections 3 – 7, and in particular the reasons for any variances;</p> <p>Approve the proposed transfer to General Fund earmarked reserves</p>	Executive	No	Public

		Approve the financial changes to both the General Investment Programme and the Housing Investment Programme (paragraphs 7.4 and 7.10) that are above the budget variance limit delegated to the Chief Finance Officer, prior to reporting to the Executive.			
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