

PERFORMANCE SCRUTINY COMMITTEE

**Thursday, 30 September
2021**

6.00 pm

**Committee Rooms 1-2, City
Hall**

Membership: Councillors Gary Hewson (Chair), Pat Vaughan (Vice-Chair), David Clarkson, Thomas Dyer, Rebecca Longbottom, Laura McWilliams, Lucinda Preston, Christopher Reid and Loraine Woolley

Substitute member(s): Councillors Adrianna McNulty and Helena Mair

Officers attending: Steve Bird, Democratic Services, Jaclyn Gibson, Simon Walters, Kate Bell and Simon Colburn

A G E N D A

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1. Confirmation of Minutes - 19 August 2021	3 - 8
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. Portfolio Holder under Scrutiny - Economic Growth	9 - 18
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7. Exclusion of Press and Public	51 - 52
You are asked to resolve that the press and public be excluded from the meeting during the consideration of the following item(s) because it is likely that if members of the press or public were present, there would be disclosure of 'exempt information'	

SECTION B

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[Exempt Para(s) 1, 2]

9. Council Investment Properties

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[Exempt Para(s) 3]

Present: Councillor Gary Hewson (*in the Chair*),
Councillor Pat Vaughan, Councillor David Clarkson,
Councillor Thomas Dyer, Councillor
Rebecca Longbottom, Councillor Lucinda Preston,
Councillor Christopher Reid and Councillor
Lorraine Woolley

Apologies for Absence: Councillor Laura McWilliams

20. Declarations of Interest

Councillor Pat Vaughan declared a Personal Interest with regard to the agenda item titled 'Income and Arrears Monitoring'. Reason: His daughter worked in the Welfare Advice Team of the City of Lincoln Council.

Councillor Pat Vaughan declared a Personal Interest with regard to the agenda item titled 'Financial Performance - Quarterly Monitoring'. Reason: His granddaughter worked in the Finance Department of the City of Lincoln Council.

21. Minutes from the Previous Meeting held on 15 July 2021

RESOLVED that the minutes of the meeting held on 15 July 2021 be confirmed.

22. Confirmation of Housing Scrutiny Sub-Committee Minutes - 23 June 2021

RESOLVED that the minutes of the meeting held on 23 June 2021 be noted.

23. Operational Performance Report Q1 2021/22

Pat Jukes, Business Manager Corporate Policy:

- a) presented Performance Scrutiny Committee with an outturn summary of the Council's Performance in Q1 of 2021/22
- b) explained that the full report was attached as Appendix A, with the Strategic Measures Dashboard attached as Appendix B. It provided a summary table of results by Directorate plus a narrative summary of performance for quarter one for each of the key services
- c) invited members' comments and questions.

Comment: Members commented that the report format and layout was good. It was really easy to read and the document was very informative. It answered any questions that the committee may have had.

RESOLVED that the report be noted.

24. Income and Arrears Monitoring

Martin Walmsley, Head of Shared Revenues and Benefits;

- a) provided members with an update on the position regarding amounts of monies owed to the City Council as at 1st April 2021, (and Business Improvement District (BID) levy to the end of June 2021)
- b) highlighted that:
- The net collectable debit for 2020/21 after Council Tax Support, discounts and exemptions had been granted was £45,062,366, amounting to an increase of £727,545 from 2019/20.
 - Total payments received in respect of 2020/21 were £42,711,912 amounting to an increase of £190,894 from 2019/20.
 - Council Tax arrears brought forward from all previous years at 1st April 2020 totalled £4,241,814. By 31st March 2020 these arrears decreased by £1,505,935.
- c) explained that
- The net Business Rates collectable debit for 2020/21 after empty voids, charity entitlements and other reliefs had been granted was £18,520,249. This was a decrease of £26,029,198 from 2019/20.
 - Total payments received in respect of 2020/21 were £18,328,636. This was a decrease of £25,979,471 from 2019/20.
- d) advised that the City of Lincoln Council was responsible for the administration and collection of the BID Levy and the net collectable debit raised in respect of the levy was £410,941
- e) explained that the net Housing Rent debit for 2020/21 (collectable rent) excluding Housing Benefits and other adjustments was £14,453,666 of which 97.60% was collected, amounting to a decrease of 0.17% on 2019/20 collection of 97.77%
- f) highlighted that a total of 11,714 new debtor accounts were raised in 2020/21 amounting to £14,390,333 in cash terms
- g) explained that the balance of outstanding Housing Benefit Overpayments as at 1st April 2021 was £3,152,505 compared to £3,573,112 at 1st April 2020, a decrease of £419,607
- h) invited members' questions and comments.

Question: Members asked what amount of money was equivalent to the 38.33% Former Tenant Arrears collection rate.

Response: Officers were to forward this information onto the committee.

Question: Members asked if the removal of the Universal Credit uplift of £20 per week would likely be of benefit or detriment to the Council.

Response: There was a lot of coverage in the media at the minute and this would affect the Council. Officers were dedicated to supporting customers as much as they could.

Question: Members stated that Universal Credit claims for City of Lincoln Council tenants had continued to increase with 727 more Universal Credit claims this

financial year with arrears across all 2,145 claims standing at £625,765, an increase of £222,100 compared to the same point last year. Members asked if this meant that this was outstanding money to be paid.

Response: Tenancy Services were working with DWP and Housing Benefit staff and had worked hard to minimise the increase in rent arrears due to the outbreak of the pandemic. Many of our tenants saw a reduction in their income and the availability of the Hardship Fund administered by housing and DWP ensured that tenants were able to access help and support.

Due to the waiting time for UC claims to be assessed and payment in arrears, there was a correlation between an increase in the number of UC claimants and rent arrears.

At the end of the financial year, the Council had 727 more tenants on UC and this correlated to an increase in arrears of £222,100. At year end this money was outstanding, however, the debt remained and the Council would continue to pursue the rent arrears wherever possible in line with the Council's rent arrears and recovery procedures.

RESOLVED that the report be noted.

25. **Financial Performance - Quarterly Monitoring**

Colleen Warren, Financial Services Manager:

- a) presented Performance Scrutiny Committee with the first quarter's performance (up to 30 June 2021)
- b) explained that the unprecedented impact of Covid-19 had on the Council's finances in 2020/21, budgets for 2021/22 were revised as part of the MTFS 2021-26 based on a number of assumptions around the speed and extent of the national and local recoveries. Whilst in many cases the assumptions reflected the actual position to date, there were still some areas where the rate of recovery impacted adversely on the Council's finances. Close monitoring of the position and implementation of mitigating actions over quarters 2-4 was key to ensuring the Council maintained a balanced budget position for 2021/22
- c) provided information on the Council's:
 - **General Fund Revenue Account** - the General Fund revenue budget was set at £978,410, which included a planned contribution from balances of £477,240 (resulting in an estimated level of general balances at the year-end of £2,193,359).

The General Fund Summary was projecting a forecast overspend of £199,432 (shown in Appendix A), which resulted in a general balance at the year-end of £1,993,927.

Full details of the main variances were detailed in Appendix B and the key variances were shown in the table at paragraph 3.3 of the report.

- **Housing Revenue Account (HRA)** – for 2021/22 the Council's HRA net revenue budget was set at £14,910, resulting in an estimated level of general balances at the year-end of £1,059,743.

Full details of the main variances were provided in Appendix D with the key variances shown in the table at paragraph 4.3 of the report.

- **Housing Repairs Service** – the financial performance quarterly monitoring report for the 1st quarter predicted a deficit of £718,835 in 2021/22. Appendix E provided a forecast HRS Summary with the main variances provided in Appendix F of the report.

d) provided information on:

- **General Investment Programme** – the original General Investment Programme for 2021/22 in the MTFS 2021-26 amounted to £14.393m which was increased to £16.941m following quarter 4 approval and year end re-profiles from 2020/21. At quarter 1 the programme had been increased by £0.510m to £17.451m, as shown in the table in paragraph 7.2 of the report.

The overall spending on the General Investment Programme for the first quarter of 2021/22 was £1.415m, which was 8% of the 2021/22 programme and 8.25% of the active programme.

- **Housing Investment Programme** – the original Housing Investment Programme for 2021/22 in the MTFS 2021-26 amounted to £22.491m. This was increased to £25.839m following approvals and year end re-profiles as part of the 2020/21 outturn. This had been further adjusted to £29.047m during the first quarter of 2021/22. A summary of the changes was shown in paragraph 7.8 of the report.

Expenditure against the Housing Investment Programme budget to the first quarter was £2.328m, which was 8.01% of the revised programme. A further £1.02m had been spent as at the end of July 2021. The expenditure was detailed further in Appendix L of the report.

e) invited members' comments and questions.

RESOLVED that the report be noted.

26. Work Programme for 2021/22

Clare Stait, Democratic Services Officer:

- a) presented the draft work programme for 2021/22 as detailed at Appendix A of her report
- b) advised that the work programme for the Performance Scrutiny Committee was put forward annually for approval by Council; the work programme was then regularly updated throughout the year in consultation with the Performance Scrutiny Committee and its Chair

- c) reported that items had been scheduled in accordance with the existing work programme and officers' guidance regarding the meetings at which the most up-to-date information could be reported to the committee; the work programme also included the list of portfolio holders under scrutiny
- d) requested any relevant comments or changes to the proposed work programme for 2021/22.

RESOLVED that the work programme 2021/22 be noted.

27. Strategic Risk Register - Quarterly Review

Jaclyn Gibson, Chief Finance Officer:

- a) presented Performance Scrutiny Committee with a status report of the revised Strategic Risk Register as at the end of the first quarter 2021/22.
- b) reported that the strategic risk registers currently contained thirteen risks as follows:
 - 1) Failure to engage & influence effectively the Council's strategic partners, council staff and all stakeholders to deliver against e.g. Council's Vision 2025.
 - 2) Failure to deliver a sustainable Medium-Term Financial Strategy (that supports delivery of Vision 2025).
 - 3) Failure to deliver the Towards Financial Sustainability Programme whilst ensuring the resilience of the Council.
 - 4) Failure to ensure compliance with statutory duties/functions and appropriate governance arrangements were in place.
 - 5) Failure to protect the local authority's vision 2025 due to changing structures and relationships in local government and impact on size, scale and scope of the Council.
 - 6) Unable to meet the emerging changes required in the Council's culture, behaviour and skills to support the delivery of the council's Vision 2020/2025 and the transformational journey to one Council approach.
 - 7) Insufficient levels of resilience and capacity exist in order to deliver key strategic projects and services within the Council.
 - 8) Decline in the economic prosperity within the City Centre.
 - 9) Failure to deliver key strategic projects.
 - 10) Failure of the Council's key contractors and partners to remain sustainable and continue to deliver value for money
 - 11) Failure to put in place safe working practices and social distancing measures to protect officers and service users.

12) Failure to protect the vulnerable in relation to the Council's PREVENT and safeguarding duties.

13) Failure to mitigate against the risk of a successful cyber-attack against the Council.

RESOLVED that the Strategic Risk Register as at the end of 2020/21 be noted.

28. Exclusion of Press and Public

RESOLVED that the press and public be excluded from the meeting during consideration of the following item(s) of business because it is likely that if members of the public were present there would be a disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

29. Strategic Risk Register - Quarterly Review

Jaclyn Gibson, Chief Finance Officer:

- a) provided members with the revised Strategic Risk Register as attached at Appendix A.
- b) invited members' questions and comments.

RESOLVED that the Strategic Risk Register as at the end of quarter 1 2021/22 be noted.

Portfolio Holder Responsibilities

Economic Growth

1. Building Control
2. Car Parks
3. Climate Change (linkage to Local Plan)
4. Commercial Development
5. Contaminated Land
6. Cultural Activities Including:
 - Christmas Market
 - Christmas Lights
7. Economic Development and Growth, including:
 - Western Growth Corridor
 - Sustainable Urban Extensions
8. Heritage
9. Innovation and Inward Investment including:
 - Lincoln Science and Innovation Park
 - Smart City initiatives
10. Markets
11. Planning, including:
 - Central Lincolnshire Local Plan
 - Regional and National Planning Policies
12. Public Realm including:
 - City Centre Masterplan
 - Cornhill Area Redevelopment
13. Regeneration Including:
 - Neighbourhood Revitalisation
 - Community Planning
14. Small Business Support
15. Tourism and Marketing
16. Transport including:
 - Transport Hub
 - Connectivity
 - Infrastructure

Reducing Inequality

1. Anti-Poverty Strategy
2. Asylum Seekers
3. Benefits Advice and take-up, including:
 - Housing Benefit
 - Council Tax Support
4. Community Cohesion Strategy
5. Community Strategies and Policies
6. Corporate Social Responsibility including:
 - Hate Crime
 - Lincolnshire Safer Communities
7. Discretionary Rate Relief Policy
8. Equality and Diversity:
 - Employer perspective
 - Service user perspective
9. Financial Inclusion, including:
 - Adult Learning;
 - Young People.
10. Prevent
11. Public Protection including:
 - Antisocial Behavior
 - Noise Nuisance
 - CCTV
 - Domestic Violence
11. Skills and Training, including The Network;
12. Social Value Policy
13. Universal Credit
14. Welfare Advice
15. Welfare Reform

Portfolio Holder Responsibilities

Quality Housing

1. Affordable Housing
2. Discretionary Housing Payments
3. Estate Management
4. Fleet Management
5. Health and Wellbeing, particularly its links to good quality housing
 - Physical and Mental Health
 - Suicide
6. Homelessness Prevention
7. House Building
8. Housing Investment and Decent Homes
9. Housing Repairs and Maintenance
10. Housing Revenue Account and Landlord Services including:
 - Tenant Engagement
 - Housing Stock Options
11. Lettings and Allocations including:
 - Rogue Landlords
 - Trusted Landlord Accreditation Scheme
12. Rough Sleepers
13. Strategic Housing
14. Supported Housing

Remarkable Place

1. Allotments
2. Cemeteries and Crematorium
3. Community Centres
4. Environmental Contracts including:
 - Refuse Collection and Recycling

- Highways
 - Open Space and Grounds Maintenance
 - Public Conveniences
 - Cleansing
5. Food Health and Safety
 6. Licensing
 7. Low Carbon Agenda
 8. Parks and Recreation
 9. Pollution Control
 10. Sport and Leisure facilities to promote physical activity

Our People and Resources

1. Asset Management
2. Civic and Twinning
3. Corporate Communications and Media Relations
4. Corporate Strategy including
 - Strategic Plan (Vision 2020)
 - Annual Report
 - Strategic Partnerships
5. Corporate Health and Safety
6. Emergency Planning
7. Finance including:
 - Financial Strategy
 - Financial Position
8. Human Resources including:
 - People Strategy
 - Apprenticeships
 - Trade Union Liaison
 - Organisational Culture and Core Values
9. Legal Services (excluding Electoral and Democratic Services)
10. Procurement (excluding social value)

Portfolio Holder Responsibilities

11. Regional and Sub-Regional Governance Arrangements including Devolution
12. Revenues
13. Risk Management and Governance including
 - Insurance
14. Specific Major Projects (Excluding Major Developments)
15. Towards Financial Sustainability including Commercialisation

Customer Experience and Review

1. Audit
 2. Central Support Services
 3. Complaints Handling
 4. Corporate Reviews
 5. Customer Engagement including:
 - Customer Services
 - Contact Centre
 6. Democratic and Electoral Services including
 - Voter Registration
 - Democratic Engagement
 7. ICT
 8. Performance including Systems and Process
 9. Strategic Information including:
 - Corporate Evidence Bases
- Lincoln City Profile

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REPORT TO PERFORMANCE SCRUTINY COMMITTEE 30 SEPTEMBER 2021.

**REPORT UNDER RULE 2(vi) OF THE COUNCIL PROCEDURE RULES REPORT
BY COUNCILLOR NEIL MURRAY, PORTFOLIO HOLDER FOR ECONOMIC
GROWTH**

RESPONDING TO THE PANDEMIC

As we emerge from the covid pandemic we need to consider what we have done to sustain the local economy and what our plans are to play our part in the recovery as we go forward. Given that I reported to council a few weeks ago this report will be a brief update as I do not intend to repeat myself.

RECOVERY PLAN

The city council stepped up to the plate in many areas through the crisis. For example our officers made sure government assistance got to local businesses quickly and efficiently to make sure Lincoln businesses were still standing as restrictions were lifted. Our staff showed the value of truly local government in society because they are Lincoln people who know our city best. Our recovery plan is based around a number of projects. We will do some of these on our own and some with partners and through the Towns Fund.

MAJOR PROJECTS

Our flagship major project is the transformation of the Central Market and the area adjacent to the market and the Witham. We are in the process of consultation and negotiation with stallholders with the aim of starting on site in the New Year.

This project is sorely needed as our market looks increasingly scruffy whilst the other buildings on Sincil Street look much more attractive. It is one of four projects which have been approved by the Town Deal board. The others are the Drill Hall, Lincoln City FC community hub and a feasibility study for development of land at Tentercroft Street. There are another nine projects which are being worked on and full business cases should be completed between October and January 2022.

Our officers are working with the county council on their Park ward project which will improve the area for residents through the introduction of the Residents Parking Scheme and measures to cut out rat runs through the area.

The football club project is at the heart of Park ward and it is good to see the club working with the football foundation to upgrade the club in general and to upgrade their education and community facilities as part of the project to improve the Stacey West stand.

Outside of the Towns Fund we have commissioned a feasibility study for the reconfiguring of the Hermit Street flats and building of new houses in the area. The project will transform the area and have a positive knock on effect on Portland Street.

I proposed at the recent Investors in Lincoln board meeting that we utilise unused sites off the East West link on Kesteven Street and Tentercroft Street for employment and residential uses. The sites have been left vacant since the completion of the road and would be a useful boost to employment and housing in the area, connecting the city centre with the north end of Park ward.

CULTURE .

The County council have finally agreed a way forward for the Usher Art Gallery and our collection of artefacts. So much time and effort wasted. Well done to the Save Lincoln Usher Gallery campaign in holding the county council to account.

PLANNING POLICY.

The Local Plan continues its steady progress and currently consultation responses are being collated and analysed. Over 1,000 representations have been made. A summary findings report will be taken to the next meeting of the Central Lincolnshire committee on 18th October.

The final draft plan should be ready between January and February next year for the final round of consultation before submission to the Planning Inspectorate for public examination.

After the cabinet reshuffle last week it now appears that the Mr Gove the new minister responsible for planning has decided to abandon the anti democratic planning policy proposals which would undermine local democracy in the planning process. This is an extremely important principle and is a welcome change from Mr Jenrick's notorious bias towards uncontrolled and unsustainable development.

CAR PARKING

Car parking is a key service in our city and an important source of vital revenue income in the ongoing Austerity era for local government. Our car parks have been filling up in the last few weeks but we are of course a long way from the pre pandemic numbers.

In the coming weeks we will see how the new world of mixing home working with days in the office or other workplace develops. This will of course impact on parking services and we will review the way it works.

Residents in the Sincil Bank part of Park ward voted for the introduction of the Residents Parking Scheme in their area some time ago. Covid has delayed work on the scheme but, hopefully, the scheme will finally be introduced early in 2022. Similarly residents in the Bailgate area are keen on the introduction of RPS in their part of the city. Consultation is under way and I am hoping the scheme finally be implemented early in 2022.

OUR VISITOR ECONOMY

We are looking forward to the 2021 Christmas Market and officers are working hard to make the event a success. People living in the area around the site will be invited to briefings with officers beforehand and the return of the market will signal a return to something more like normal just before Christmas.

The visitor economy has received a boost in recent months with the staycation phenomenon. The Christmas Market will be another shot in the arm after a difficult period. We are utilising ARG grant to support the Visit Lincoln team and to promote Lincoln and Lincolnshire as a visitor destination.

HERITAGE

Good progress has been made in the High Street Heritage Action Zone scheme (HSHAZ). The scheme is intended to improve buildings in the High Street area and is regeneration based and in our case links in with our regeneration agenda in Park ward.

St Mary's Guildhall. A very sensitive grade 1 listed building and Scheduled Ancient Monument. The building has now been fully surveyed and comprehensive repairs are scheduled to begin in December this year to bring the building back into public use and to protect it from the elements in future. This is a gem of a building which many people do not notice perhaps because of its location outside the historic core of the city.

Shop front scheme. Part of the HSHAZ project is the shop front scheme which offers grants to businesses to restore historic shop fronts in the High Street area. The first shop fronts to be improved are Lincolnshire Co-operative owned shops at 8 – 10 St Mary Street. We are talking to other shop owners in the central area and further down the lower High Street.

St Mary Le Wigford church. The Civic Trust carried out award winning works to the exterior of St Mary Le Wigford church around 50 years ago. Unsurprisingly this now looks pretty tired. To address this the outside area is going to be softened and greened with a grassed area and the existing trees checked to ensure they do not damage the fabric of the ancient building. The works will improve the whole of the outside area and there will be some boundary works to enclose the church property.

Barbican hotel. The Barbican was recently awarded Grade II listed building status. It has been neglected for some years but is well worth retaining and refurbishing. The listing enables various grant funding to be accessed recognising the heritage and aesthetic value of the building. Works on protecting the fabric of the building and refurbishing the various architectural features will start shortly.

Central market. The Central Market project is being part funded through the HSHAZ scheme as a vital part of the historic High Street area. The HSHAZ enabled us to get the project moving and the approval of the business plan was made recently by the Towns Fund board. The importance of this project cannot be overemphasised given the improvements made in the neighbouring part of Sincil Street.

Community Engagement. The final part of the HSHAZ project relates to community engagement. This is aimed primarily at the Lower High Street and proposals for activities are being worked up with the help of the Groundlab organisation.

Councillor Neil Murray

Executive member for Inclusive Economic Growth.

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**SUBJECT: ADDRESSING THE CHALLENGE OF CLIMATE CHANGE
VISION 2025 PROGRESS REPORT**

DIRECTORATE: DIRECTORATE OF MAJOR DEVELOPMENTS

REPORT AUTHOR: KATE BELL, CLIMATE CHANGE MANAGER

1. Purpose of Report

1.1 To provide Performance Scrutiny Committee with an update on progress towards addressing the challenge of climate change strategic priority contained in Vision 2025.

2. Executive Summary

2.1 On an annual basis each vision group provides a progress report to Performance Scrutiny Committee. This report provides an update on the progress of the group in addressing climate change and its strategic priority aspirations.

3. Background

3.1 Vision 2025 contains five strategic priorities (Reduce Inequality; Economic Growth; Quality Housing; Remarkable Place; Climate Change) along with an important strand of work focusing on High Performing Services.

3.2 As part of the arrangements for managing and monitoring progress of Vision 2025, the Council established five Vision Groups along with a High Performing Services Board, each with a Corporate Management Team lead. Each Vision Group reports annually to Performance Scrutiny Committee on progress.

3.3 The Climate Change Vision Group is leading on delivering the following Council aspirations under this priority:

- Let's ensure our development approach reduces our carbon footprint
- Let's set the Lincoln standard for sustainable zero carbon developments
- Let's make walking, cycling and the use of public transport the best and favourite way to move around Lincoln.
- Let's ensure the city's infrastructure is fully adaptable and resilient to the challenges of climate change.
- Let's make our existing housing and business premises energy efficient

3.4 In addition to all the 'day to day' services the Council offers which is central to the delivery of these aspirations, a programme of projects and initiatives has been developed for Vision 2025, to ensure the delivery of this strategic priority.

4. Project Monitoring Table (Appendix A)

4.1 The Project Monitoring Table provides an overview of the current and live projects for this strategic priority. This table is attached to this report as Appendix A.

4.2 There are 11 projects currently being monitored in the work programme for Climate Change. A summary of the position of these projects is included below. This is split by completed projects, projects flagged as green (meeting their milestones). There are currently no projects flagged as amber (monitored closely as a result of being impacted by a number of external factors) or red (not meeting their milestones).

4.3 Completed projects – The following three projects have been completed during the past 12 months:-

- **Gain Environmental Accreditation.** The Council gained Environmental Accreditation for their Environmental Management System (EMS) following an external audit by Investors in the Environment in September 2020.
- **City of Lincoln Council Travel Plan (2019-2024).** The Council have updated the Employee Travel Plan for 2021 and implementation of actions are underway.
- **Electric Vehicle Infrastructure.** Following a successful grant application a further 8 electric vehicle charge points have been installed in 2021 in two Council car parks.
- **Air Quality Management Plan.** The Council have submitted an Air Quality Annual Status Report update to DEFRA.

4.4 Projects flagged as green – The following projects are underway and meeting the set milestones.

- **Work with partners on the Lincoln Climate Commission and deliver Lincoln Climate Action Plan**
The Council have worked with partners to establish the Lincoln Climate Commission in 2020 and 2021 and a series of engagement and consultation activities are currently underway to raise awareness about the impact of climate change and local climate action. The Commission will develop a Climate Action Plan based on the input from a range of experts and the community, this is due to be complete by December 2021.
- **Stop using single-use plastics and encourage our partners to do the same.**
The Council have a Single Use Plastic (SUP) Declaration, an up to date SUP Action Plan and SUP Audit to enable the Plastic Free Lincoln steering group to submit an application to Surfers against Sewage for Plastic Free Lincoln status.
- **Make current and future business premises as energy efficient as possible**
A City of Lincoln Council Decarbonisation Strategy and Action Plan has been completed, outlining projects across 6 decarbonisation pathways. Two major decarbonisation projects are currently underway and the Council are working to secure Public Sector Decarbonisation Funding to enable the delivery of future energy efficiency projects.
- **Climate conscious infrastructure projects developed as part of Town**

Fund Board vision

Preparation of Town Fund business plans for all projects are currently underway, with the Drill Hall due to complete by November 2021 and Central Market due to start on site in Spring 2022. These projects include low carbon solutions to be introduced as part of refurbishment plans.

- **Central Lincolnshire Local Plan – Climate Policies**

The draft climate policies have been prepared and the 8 week public consultation period was completed at the end of August 2021. The responses to the consultation are currently under review.

- **Setting the Lincoln Standard for Zero Carbon Homes.**

A task and finish group has been set up to prepare a new specification for zero carbon homes as well as a 10 year Decarbonisation Plan for existing council homes.

- **Green Homes Grant Local Authority Delivery Scheme.**

Funding has been secured to deliver the Green Homes Grant Local Authority Deliver Scheme for phase 2 in 2021/22. The project will aim to retrofit 44 homes for households living in fuel poverty by March 2022. The Council have applied for GHG LAD phase 3 to secure funding to retrofit up to 300 homes in 2022/23.

5. Performance Indicators (APPENDIX B)

A set of performance indicators have been developed for the Climate Change strategic priority. These measures have been included within appendix B.

6. Strategic Priorities

6.1 Let's address the challenge of climate change

This report captures the progress of the Climate Change Vision Group, whose remit is to ensure the delivery of this strategic priority.

7. Organisational Impacts

7.1 Finance (including whole life costs where applicable)

There are no financial implications arising from this report.

7.2 Legal Implications including Procurement Rules

There are no legal implications arising from this report.

7.3 Equality, Diversity and Human Rights

The Public Sector Equality Duty means that the Council must consider all individuals when carrying out their day-to-day work, in shaping policy, delivering services and in relation to their own employees.

It requires that public bodies have due regard to the need to:

- Eliminate discrimination
- Advance equality of opportunity

- Foster good relations between different people when carrying out their activities

There are no E&D implications arising from this report, however E&D will be considered in each project as it progresses

8. Risk Implications

- 8.1 Options Explored – Not applicable.
Key risks associated with the preferred approach – Not applicable.

9. Recommendation

- 9.1 To consider the progress of the Vision Group and this strategic priority.

Do the exempt information categories apply? No

Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply? No

How many appendices does the report contain? Two

List of Background Papers: None

Lead Officer: Kate Bell, Climate Change Manager
Telephone (01522) 873322.

Climate Change Monitoring Table 2021/22

23

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
<p>Work with partners on the Lincoln Climate Commission and deliver Lincoln Climate Action Plan</p>	<p>Kate Bell</p>	<p>Set up the Lincoln Climate Commission.</p> <p>Prepare and publish the Lincoln Roadmap to Net Zero</p> <p>Complete Climate Action Plan survey</p> <p>Organise a series of community engagement events.</p> <p>Prepare and maintain communications materials</p> <p>Complete the Lincoln 2030 Climate Action Plan for consultation</p>	<p>The LCC formalised in September 2020 with 28 representatives from the public, private and community sector. The commission meet on a quarterly basis and have a range of working groups to deliver projects.</p> <p>The Lincoln roadmap to net zero carbon.pdf - Google Drive was published in December 2020 and provides a record of Lincoln’s green house gas emissions, projections up to 2030 and key priority actions to achieve a net zero carbon target.</p> <p>March 2021 -Exec approved the carbon action survey. The Survey was completed in July 2021 with 399 responses received and a summary of survey responses was provided at an all member briefing session on the 1st of September. A summary of responses is currently being prepared ready to be published on the Council’s website in September 2021.</p> <p>A Youth Survey is currently being prepared and will be ready to send out to schools, youth groups in October 2021</p> <p>The Commission are working collaboratively to organise a series of events and webinars from September to November 2021.</p> <p>The following webinars have been arranged for September: -</p> <ul style="list-style-type: none"> • Energy efficiency for your business • Sustainable transport for your business • Community-led climate action • Low carbon homes 	<p>Green</p>	<p>£180 spent (website hosting fee)</p>

Climate Change Monitoring Table 2021/22

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Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
			<p>The following events will take place: -</p> <ul style="list-style-type: none"> • Roadmap to zero carbon event on the 27th of September • Net Zero Carbon Essentials Workshop on the 30th September • Lincolnshire Climate Summit – 13th October • Lincoln Climate Action Week 1st-5th November. • Various eco schools events during October and November. <p>The commission have produced a Spring and Summer newsletters to help communicate Climate Action to a wider audience https://lincn.ac/lcnews2</p> <p>The commission also maintain a website and social media to improve community engagement. Lincoln Climate Commission </p>		
<p>Stop using single-use plastics and encourage our partners to do the same.</p>	<p>Rebecca Taylor</p>	<p>Establish a Single Use Plastic (SUP) steering group</p> <p>Plastic free Lincoln Declaration</p> <p>Undertake a single use plastic audit.</p> <p>Prepare sup action plan</p> <p>Encourage new market stallholders to reduce or eliminate plastic use</p>	<p>The steering group has been established and meets on a quarterly basis and is made up of members of the Plastic Free Lincoln Group and CoLC officer and Cllr Lucinda Preston. Meetings were suspended in 2020 but resumed online in 2021.</p> <p>Full Council approved the Single Use Plastic Declaration on the 24th September 2019</p> <p>A SUP Action Plan and CoLC SUP Audit was prepared in April 2020 and is updated on a quarterly basis. The latest version is available on the Council's website Microsoft Word - Appendix 3 CoLC actions to support the plastic free Lincoln campaign (5)</p>	<p>Green</p>	<p>Covered in existing budgets</p>

Climate Change Monitoring Table 2021/22

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
		December 2021 - Submission of application for Plastic Free Lincoln Status due.	<p>Nov 2021 - The SUP Action Plan, CoLC SUP Audit and CoLC SUP Declaration will be submitted to surfers against sewage along with evidence of community engagement events and list of local businesses and organisations that have made a SUP pledge.</p> <p>Dec 2021 – Subject to a successful application the Plastic Free Lincoln Group will achieve Plastic Free Status for Lincoln.</p>		
<p>Make current and future business premises as energy efficient as possible.</p>	<p>Martin Kerrigan/Kate Bell</p>	<p>Prepare a CoLC Decarbonisation Strategy and Action Plan.</p> <p>Undertake Internal Consultation.</p> <p>Secure Public Sector Decarbonisation Skills and Capital Funding</p>	<p>Mar 2021 – Following internal consultation a draft CoLC Decarbonisation Strategy and Action Plan was approved by Executive.</p> <p>The Action Plan is updated on a quarterly basis, with environmental performance monitoring data for each carbon pathway updated annually.</p> <p>An application was submitted for funding in December 2020 for the Public sector Decarbonisation Skills Fund to prepare feasibility studies for the leisure centres and Bud Robinson Community centre which was unsuccessful.</p> <p>July 2021 - Funding secured and planning permission granted for carbon reduction improvements to the Central Market (see Towns fund Section)</p> <p>August – Oct 2021 - Work underway to install new more efficient cremators at the Crematorium.</p>	<p>Green</p>	<p>Covered in existing budgets</p>

Climate Change Monitoring Table 2021/22

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Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
			Preparation is underway to resubmit a second application to the Public Sector decarbonisation Skills and capital funds in 2022.		
Climate conscious infrastructure projects developed as part of Town Fund Board Vision	Kate Bell	<p>Towns Fund Projects Business Plans to be finalised.</p> <p>Review project plans with project leads to identify opportunities for carbon mitigation and adaptation.</p>	<p>Central Market – Plans approved to replace the gas heating with air source heat pumps, double glazed lantern roof, internal wall insulation. Reducing the existing carbon footprint of the building by 30%.</p> <p>Drill Hall – designs underway and will include upgrading the equipment and lighting to improve energy efficiency.</p> <p>Re imagining Greyfriars – Plans include Smart technology and low carbon energy solutions.</p> <p>Sincil Bank Regeneration – Transport Improvements for cycling and walking routes along Sincil Bank. Details plans still to be determined</p> <p>Wigford Way – Feasibility Study to improve cycle and [pedestrian routes. Full details still to be determined.</p> <p>Discussions ongoing with Towns Fund project leads to determine carbon reduction opportunities for all projects.</p>	Green	Covered in existing TF budgets
Gain environmental management accreditation	Kate Bell	Establish baseline year for 2019 and 2020 as first monitoring year.	Complete	Blue	£1000 for 2021 audit, £899 spend to date.

Climate Change Monitoring Table 2021/22

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Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
		<p>Submit evidence for 2020 environmental accreditation audit by investors in the Environment.</p> <p>Review recommendations and prepare for 2021 accreditation.</p>	<p>Audit submitted in September 2020 and Silver award achieved.</p> <p>Audit submitted in September 2021 and awaiting outcome.</p>		
<p>Central Lincs Local Plan – Climate Policies</p>	<p>Toby Forbes Turner</p>	<p>Appoint Consultants</p> <p>Complete reports</p> <p>Prepare draft climate policies</p> <p>Public Consultation</p> <p>Prepare final climate policies</p>	<p>Sept 2020 - Bioregional appointed</p> <p>March 2021 Reports completed and published on the CLLC website https://democracy.n-kesteven.gov.uk/ieListDocuments.aspx?CId=729&MIId=8310&Ver=4</p> <p>June 2021 Draft Local Plan policies prepared and presented to CL Joint Strategic Planning Cttee : H:\Local Plan Review 2021\June 2021 Draft LP\Local Plan for Reg 18 Consultation June 21 - Committee meeting version (1).pdf</p> <p>August 2021 8-week public consultation completed.</p>	Green	<p>Covered in CLLP budgets</p>

Climate Change Monitoring Table 2021/22

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Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
		<p>Local Plan to be submitted to the Secretary of State.</p> <p>Local Plan to be adopted following successful examination process.</p>	Responses to the consultation are currently under review.		
City of Lincoln Council Travel Plan	Maurice Souter	<p>Spring 2021 Staff Travel Survey</p> <p>Summer 2021 Update Travel Plan</p> <p>Oct-March 2021 Implement TP incentive schemes for 2021/22</p> <p>March 2022 Review TP targets</p>	<p>May 2021 - Corporate Management Team (CMT) approval for staff travel survey to take place.</p> <p>July 2021 - Staff Travel Survey completed with 234 responses received.</p> <p>August 2021 - City of Lincoln Travel Plan updated and published on the Council's website Zero Carbon Lincoln – City of Lincoln Council</p> <p>October 2021 – CMT Report on proposed incentive schemes to be considered for introduction in 2022.</p>	Blue	£0
Electric Vehicle Infrastructure	Lorraine Burrows	Jan 2021 review sites and secure On Street Residential Chargepoint Scheme (ORCS) funding	Jan 2021 – ORCS funding secured for 8 dual charge points to be installed at Chaplin St and Orchard Street Car Parks for access by residents, commuters and visitors for electric vehicle charging.	Blue	£70 37220 Grant secured and all monies

Climate Change Monitoring Table 2021/22

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
		<p>Spring 2021 EV Installation</p> <p>Coordinate trial EV on street charge point scheme in with LCC</p>	<p>June 2021 – Review of sites underway for additional electric vehicle charge points at the Lawns, Birchwood Leisure Centre and Council housing sites with parking provision.</p> <p>August 2021 – Electric vehicle installations complete at Chaplin St and Orchard St car parks.</p> <p>Castle Ward has been identified for on street electric charge point trial, liaising with LCC Highways on ORCS application for 2021/22 fund.</p>		spent in 2021
Setting the Lincoln Standard for Zero Carbon Homes	Kate Bel	<p>Prepare a new specification for the council’s new homes.</p> <p>Prepare a 10 –year decarbonisation plan for existing council homes.</p>	<p>May 2021 - Setting the Lincoln Standard for zero carbon homes workshop took place on the 11/5/2021.</p> <p>Sept 2021 - A task and finish group set up to review the Lincoln Standard and update.</p> <p>Preparation of a new specification for the Council’s new homes underway.</p>	Green	Covered in existing budgets

Climate Change Monitoring Table 2021/22

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Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
			Preparation of a 10-year decarbonisation plan for existing council homes underway.		
Air Quality Management Plan	Ian Wicks	August 2021 - Air Quality Annual Status Report Update	June 2021 - Consultation underway to update on measures that will influence air quality within the city. Report submitted to DEFRA at the end of June 2021.	Blue	Covered in existing budgets
Green Homes Grant Local Authority Delivery Scheme	Kate Bell	Green Homes Grant Local Authority Delivery (GHG LAD) phase 2 allocation April 2021 – deadline to accept grant allocation. End May – Deadline to submit Delivery Profile	March 2021 Executive approved the CoLC grant allocation. May 2021- Delivery profile submitted to the Midlands Energy Hub on the 26/5/2021 and confirmation of project approval received on the 9/6/2021. Preparation of contract with Delivery Partner E.ON currently underway and due to be completed Sept 2021 August 2021 – Grant application for GHG LAD phase 3 submitted, outcome expected in October 2021	Green	£479,600 funded fully by external grant, £194,590 received. No spend to date

Climate Change Monitoring Table 2021/22

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Budget and spend to date
		Sept 2021 Phase 2 project Commence Oct 2022 Phase 3 GHG LAD funding for 2022-23 March 2022 Phase 2 project completion. March 2022-23 Phase 3 GHG LAD delivery.			

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Appendix B – Indicators 2020 - 2021

Owner	Projects	Indicators	2020	2021	Comments
Kate Bell	Work with partners on the Lincoln Climate Commission and deliver Lincoln Climate Action Plan	Lincoln's area wide Carbon Dioxide (CO2) Emissions	339.4	321.7	CO2 emission reductions achieved across all sectors
		Lincoln's per capita CO2 emissions	3.4	3.1	
		Commission Newsletters published	0	2	
		Survey responses	334	399	
		Community engagement events (actual/virtual)	3	2 (with a further 9 scheduled to take place in 2021)	Community events either attended or organised by the LCC or
Rachel Taylor	Stop using single-use plastics and encourage our partners to do the same.	Number of businesses/organisations signed the plastic free pledge	11(over 2019 and 2020)	10	The target is 50 organisations and businesses to sign up to the SUP pledge, including 1 flagship employer.
Martin Kerrigan/ Kate Bell	Make current and future business premises as energy efficient as possible.	City of Lincoln Council Carbon Dioxide (CO2) emissions	1641 tCO2	1313 tCO2	Crematorium project underway and funding/planning

Owner	Projects	Indicators	2020	2021	Comments
		Decarbonisation projects underway.	0	2	permission granted for Central Market.
Kate Bell	Climate conscious infrastructure projects developed as part of Town Fund Board Vision	No of projects which include low carbon solutions	NA	5	More detailed project plans started in 2021. Deadline for full business cases March 2022
Kate Bell	Gain environmental management accreditation	Accreditation Score	74% Silver Award	TBC	Results of the 2021 audit due in October
Maurice Souter	City of Lincoln Council Travel Plan	Responses to the Travel Survey	NA	234	Surveys took place in 2019 and 2021, due to uncertainty

Owner	Projects	Indicators	2020	2021	Comments
		Staff mode of travel			about future working practices a survey did not take place in 2020
		Single Occupancy Car	2019	2020	
		Drive to work with other/s	53%	55%	
			14%	10%	
		Cycling	7%	7%	
		Walking	14%	18%	
		Bus	8%	8%	
		Train	1%	3%	
		Working from home (1-5 days)		78%	
Lorraine Burrows	Electric Vehicle Infrastructure	No of Electric Vehicle Charge Points in Council Car Parks	11	19	Gov't funding available for EVCPs until 2023.
		No of public Electric Vehicle Charge Points per 100 000 population	37	60 (as of July 2021)	
Kate Bell	Green Homes Grant Local Authority Delivery Scheme Phase 2	Number of homes directly targeted	NA	210	Target to retrofit 40 homes by 31 st March 2021.
		Number of applications approved	NA	4	
		Number of homes/measures installed	NA	0	

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PEFORMANCE SCRUTINY COMMITTEE

30 SEPTEMBER 2021

SUBJECT: WORK PROGRAMME FOR 2021/22

DIRECTORATE: CHIEF EXECUTIVE AND TOWN CLERK

LEAD OFFICER: CLARE STAIT, DEMOCRATIC SERVICES OFFICER

1. Purpose of Report

- 1.1 To present members with the Performance Scrutiny Committee work programme for 2021/22 (Appendix A).

2. Background

- 2.1 The work programme for the Performance Scrutiny Committee is put forward annually for approval by Council. The work programme is then regularly updated throughout the year in consultation with the Performance Scrutiny Committee and its chair.
- 2.2 Items have been scheduled in accordance with the existing work programme and officers' guidance regarding the meetings at which the most up-to-date information can be reported to the committee.
- 2.3 The work programme includes the list of portfolio holders under scrutiny.

3. Recommendation

- 3.1 That members offer any relevant comments or changes on the proposed work programme.

Key Decision No

Do the Exempt Information Categories Apply No

Call In and Urgency: Is the decision one to which Rule 15 of the Scrutiny Procedure Rules apply? No

Does the report contain Appendices? Yes

If Yes, how many Appendices? 1

Lead Officer: Clare Stait, Democratic Services Officer
Telephone 873239

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22 June 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Financial Performance (Detailed): Outturn 2020/21 Quarter 4	Jaclyn Gibson/ Colleen Warren	Quarterly Report Professional High Performing Services
Treasury Management Stewardship and Actual Prudential Indicators Report 2020/21 (Outturn)	Jaclyn Gibson/Colleen Warren	Six Monthly Report Professional High Performing Services
Performance Monitoring Outturn 2020/21 Quarter 3&4	Pat Jukes	Quarterly Report-Professional High Performing Services
2021/22 performance targets	Pat Jukes	
Strategic Risk Register – Quarterly Report Q3&4	Jaclyn Gibson/Colleen Warren	Quarterly Report Professional High Performing Services
Section 106 Contributions Update	Nicola Collins	Annual Report Lets Drive Economic Growth
Homelessness Act 2018 (deferred to a later date)	Alison Timmins	Annual Report

8 July 2021 (postponed)

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Confirmation of Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Portfolio Under Scrutiny Session – Our People and Resources	Portfolio Holder	Annual Session Professional High Performing Services
Monitoring Item(s)		
Central Lincolnshire Local Plan Annual Report 2020/21 including Financial Update	Toby Forbes-Turner	Annual Report Lets Drive Economic Growth

15 July 2021 (Monitoring Overview) – meeting moved from 26 May

Item(s)	Responsible Person(s)	Vision 2020 Strategic Priority/ Comments
Standard Items		
Portfolio Under Scrutiny Session – Customer Experience and Review (From Previous Year)	Portfolio Holder	Annual Session Vision 2020 (Mixed)
Portfolio Under Scrutiny Session – Remarkable Place(From Previous Year)	Portfolio Holder	Annual Session Lets Enhance our Remarkable Place
Central Lincolnshire Local Plan Annual Report 2020/21 including Financial Update	Toby Forbes-Turner	Annual Report Lets Drive Economic Growth

10 August

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Portfolio Under Scrutiny Session – Our People and Resources	Portfolio Holder	Annual Session Professional High Performing Services

19 August 2021 (Monitoring Overview)

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Confirmation of Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Monitoring Items		
Financial Performance (Detailed) – Quarterly Monitoring: Quarter 1	Colleen Warren	Quarterly Report Professional High Performing Services
Performance Quarterly Monitoring: Quarter 1	Pat Jukes	Quarterly Report Professional High Performing Services
Quarterly Strategic Risk Register Report-Quarter1	Jaclyn Gibson	Quarterly Report Professional High Performing Services
Income/Arrears Monitoring report	Martin Walmsley	Annual Report Professional High Performing Services

30 September (Thematic Reviews)

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Portfolio Under Scrutiny Session – Economic Growth	Portfolio Holder	Annual Session Lets Drive Economic Growth
Other Item(s)		
Pre-Christmas Market 2021 verbal event report	Simon Colburn	Requested Lets Drive Economic Growth
Climate Change	Kate Bell	Annual Report
Investment Portfolio (Section B)	Jaclyn Gibson	Requested
CCTV Update (Section B)	Caroline Bird	

18 November 2021 (Monitoring Overview)

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Portfolio Under Scrutiny Session – Reducing Inequality	Portfolio Holder	Annual Session Reducing Inequality
Monitoring Items		
Financial Performance (Detailed) – Quarterly Monitoring: Quarter 2	Colleen Warren	Quarterly Report Professional High Performing Services
Performance Quarterly Monitoring: Quarter 2	Pat Jukes	Quarterly Report Professional High Performing Services
Strategic Risk Register – Quarterly Report Quarter 2	Jaclyn Gibson	Quarterly Report Professional High Performing Services Services
Treasury Management and Prudential Code Update Report – Half Yearly Report	Colleen Warren	Half Yearly Report Professional High Performing Services
Other Items:		
Budget Theme Group – Nominees	Jaclyn Gibson	Annual Appointment Professional High Performing Services

9 December 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Portfolio Under Scrutiny Session – Remarkable Place	Portfolio Holder	Annual Session Lets Enhance Our Remarkable Place
Portfolio Under Scrutiny Session – Customer Experience and Review	Portfolio Holder	Annual Session Vision 2020 (Mixed)
Creating Value Processes	Simon Walters	Requested Report
Scrutiny Annual Report	Democratic Services	Annual Report Professional High Performing Services

20 January 2022

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Work Programme for 2021-22 - Update	Democratic Services	Regular Report
Portfolio Under Scrutiny Session – Quality Housing	Portfolio Holder	Annual Session Lets Deliver Quality Housing
Monitoring Item(s)		
Fire Safety Update	Andrew McNeil/Matt Hillman	Annual Report

17 February 2022 (Monitoring Overview)

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Standard Items		
Housing Scrutiny Sub-Committee Minutes	Democratic Services	Regular Report Lets Deliver Quality Housing
Draft Work Programme for 2022-23	Democratic Services	Regular Report
Monitoring Items		
Financial Performance (Detailed) – Quarterly Monitoring: Quarter 3	Colleen Warren	Quarterly Report Professional High Performing Services
Performance Quarterly Monitoring: Quarter 3	Pat Jukes	Quarterly Report Professional High Performing Services
Strategic Risk Register – Quarterly Report Quarter 3	Colleen Warren	Quarterly Report Professional High Performing Services
Feedback from Budget Review Group	Colleen Warren	Annual Report Professional High Performing Services
Christmas Market 2021 Outturn Report	Simon Colburn	Annual Report Lets Drive Economic Growth
Section 106 Contributions Update	Nicola Collins	Annual Report Lets Drive Economic Growth

Portfolio Under Scrutiny Sessions

Date	Portfolio
15 July 2021	Customer Experience and Review (Previous Year) Remarkable Place (Previous Year)
10 Aug 2021	Our People and Resources
30 September 2021	Economic Growth
18 November 2021	Reducing Inequality
9 December 2021	Remarkable Place Customer Experience and Review
20 January 2022	Quality Housing

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SUBJECT:	EXCLUSION OF THE PRESS & PUBLIC
DIRECTORATE:	CHIEF EXECUTIVE & TOWN CLERK
REPORT AUTHOR:	CAROLYN WHEATER, MONITORING OFFICER

1. Purpose of Report

1.1 To advise members that any agenda items following this report are considered to contain exempt or confidential information for the reasons specified on the front page of the agenda for this meeting.

2. Recommendation

2.1 It is recommended that the press and public be excluded from the meeting at this point as it is likely that if members of the press or public were present there would be disclosure to them of exempt or confidential information.

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