

Present: Councillor Ric Metcalfe (*in the Chair*),
Councillor Donald Nannestad, Councillor Chris Burke,
Councillor Sue Burke, Councillor Bob Bushell and
Councillor Neil Murray

Apologies for Absence: None.

13. Confirmation of Minutes - 24 June 2021

RESOLVED that the minutes of the meeting held on 24 June 2021 be confirmed.

14. Declarations of Interest

No declarations of interest were received.

15. Central Lincolnshire Local Plan Consultation Draft

Purpose of the Report

- (a) To update the Executive on the Central Lincolnshire Local Plan (CLLP) Consultation Draft, which had been issued for public consultation on 30 June 2021, with a closing date of 24 August 2021.
- (b) To recommend a formal response on behalf of the City of Lincoln Council to the Central Lincolnshire Local Plan (CLLP) Consultation Draft.

Decision

- (1) That the City of Lincoln Council's broad support for the Central Lincolnshire Local Plan Consultation Draft be approved.
- (2) That authority be delegated to the Assistant Director for Planning to make any final technical comments on the Draft Central Lincolnshire Local Plan, prior to the submission deadline of 24 August 2021.
- (3) That the draft response be shared with the City of Lincoln Council's representatives of the Central Lincolnshire Joint Strategic Planning Committee, prior to its submission by the Assistant Director for Planning.

Alternative Options Considered and Rejected

Not supporting the draft CLLP could result in the finalisation of the CLLP being delayed, or in a worst case scenario, not being adopted, which could weaken the council's ability to plan for the City's growth in a sustainable manner. There were no key risks with the recommended approach.

Reasons for the Decision

In January 2019, the Central Lincolnshire Joint Strategic Planning Committee decided to review the Central Lincolnshire Local Plan (CLLP), which had been adopted in April 2017. This was as a result of changes to national planning policy; revisions to the calculation of housing need figures; and changes to the

types of homes required in development plans. This had led to significant elements of the CLLP not conforming with national policy, which in turn risked challenge, particularly on the issue of five years housing land supply.

The first public six week consultation, which had begun in June 2019, focused on the general principles and wider themes. This second consultation period was providing an opportunity to test the proposals in the plan with the public; the development industry; and other interested bodies. The draft CLLP was consulting on a number of new policies, some of which specifically related to Lincoln, which included the following:

- housing requirement;
- settlement hierarchy and site allocations;
- retail hierarchy;
- climate change;
- affordable housing, including first homes;
- employment;
- retail including Lincoln City Centre;
- accessibility and transport;
- parking standards;
- historic environment;
- national environment / biodiversity / trees;
- sustainable urban extensions and regeneration and opportunity areas in Lincoln; and
- Lincoln housing allocations.

There were a total of 83 policies contained within the draft CLLP. Following the consultation, all comments would be considered; and a further draft of the CLLP would be submitted to the Central Lincolnshire Joint Strategic Planning Committee for approval, before it would be subject to a further statutory stage of consultation prior to the plan being submitted to the Secretary of State for examination. This was estimated to take place in early 2022, with the plan adopted later in 2022. Once adopted, the revised CLLP would replace the current CLLP.

The Executive was pleased to see that one of the policies specifically related to health and wellbeing, as Lincolnshire had one of the lowest rates of physical activity. The Executive welcomed the inclusion of policies on climate change, the significance of which the majority of public sector and other partners had recognised.

16. Lincoln Central Market

Purpose of the Report

- (a) To provide a detailed update in respect of proposals to restore and regenerate Central Market and City Square, as a key project within the Lincoln Town Deal Programme.
- (b) To present the full business case for the Central Market and City Square Project, including the proposed funding strategy and operational arrangements, and to endorse its submission for consideration under the Town Deal governance arrangements, for a final decision in respect of Town Funding.

- (c) To seek agreement to delegate final approval of the delivery and contracting arrangements for this project to the Section 151 Officer and the Director of Major Developments, which would be subject to securing Town Funding and a final scheme cost that could be financed and delivered viably.

Decision

- (1) That the update in respect of proposals to restore and regenerate Central Market and City Square, as a key project within the Lincoln Town Deal Programme, be acknowledged.
- (2) That the submission of the full business case for the Central Market and City Square Project for consideration under the Town Deal governance arrangements, for a final decision in respect of Town Funding, be approved.
- (3) That the final approval of the delivery and contracting arrangements for this project be delegated to the Section 151 Officer and the Director of Major Developments, subject to securing Town Deal Funding and to a final scheme cost that can be financed and delivered viably.
- (4) That the proposals for the existing traders (as set out in paragraph 6.1 of the report and in the full business case) be approved and existing traders be notified of these proposals, which would be provisional upon securing the full funding package.
- (5) That the sum of £8.439 million be included as a capital estimate in the General Investment Programme, with associated funding, including new prudential borrowing up to a maximum of £1.732 million (subject to Town Deal Funding being awarded), being approved.
- (6) That the Director of Major Developments and the Chief Finance Officer be authorised to approve the final revenue estimates, which would be dependent on the final of the delivery and contracting arrangements, which would include the resourcing of any upfront staffing costs; and with any revenue shortfall against the Medium Term Financial Strategy being funded from the Vision 2025 earmarked reserve to a maximum of £0.183 million.

Alternative Options Considered and Rejected

A full options appraisal for the regeneration and operational proposals was included in the business case and was summarised throughout the report presented.

Reasons for the Decision

The Lincoln Central Market, as a grade II listed building, was built in 1937 and had incorporated the frontage of the Butter Market, built in 1737. The condition of the building was poor and its windowless northern elevation was uninviting, which undermined the vitality of the adjacent public space.

The Council had a long-standing ambition to restore and regenerate the market, but a lack of funding had limited any significant investment. Following a combination of Town Fund and Heritage Action Zone support, work had proceeded on the detailed design stage. Planning consent had been granted on 30 June 2021, which included the opening of the blind arches on the north and east elevations; a new mezzanine floor; the replacement of the roofing and a glazed lantern; the demolition of the extension to the south; and the construction of a new two storey extension to accommodate a new commercial unit with balcony.

It had also been proposed to repave and enhance external areas immediately adjacent to the building at City Square and Sincil Street, with the aim of increasing footfall, occupancy and turnover; and combining food and non-food retailing, with expanded food and beverage and communal dining. In response to a question, the Executive was advised that consideration was being given to the public conveniences at the Lincoln Central Market.

The total cost of the capital works to both the Central Market building and adjacent area (including fees and management) was estimated to be £8.5 million, which would be funded through a combination of the Town Deal Fund; Heritage Action Zone funding; and Council reserves and borrowing. Existing traders would be supported to relocate, which would enable the works to proceed. The Executive stressed the importance of the business case being deliverable and that dialogue continued with the current market traders.

Similar to other successful markets and shopping centres, dedicated professional management was proposed to ensure that the market could operate successfully and maximise its benefits.

The business case would be submitted for consideration and approval under the Town Deal governance arrangements. Subject to approval of the business case, agreement on the final scheme, its costs and a strategy for relocation, the project could commence in early 2022.

17. Rough Sleeping Accommodation Programme

Purpose of the Report

To provide an update on the delivery of round one of the Rough Sleeping Accommodation Programme and to recommend the acceptance of further capital and associated revenue funding to deliver round two of the Programme.

Decision

That the acceptance of further capital grant funding of £735,000 and the associated revenue funding £192,823 (over three years), from the Ministry of Housing, Communities and Local Government, to deliver round two of the Rough Sleepers Accommodation Programme, be approved.

Alternative Options Considered and Rejected

The following alternative options were considered and rejected:

- (i) To accept a reduced proportion of the capital and associated revenue grant funding to deliver a smaller number of units, and to request to contract on this basis, for example:
- twelve units and two full time equivalent support workers;
 - nine units and 1.5 full time equivalent support workers; or
 - six units and one full time equivalent support worker.
- (ii) To decide not to pursue a scheme.

Reasons for the Decision

On 18 July 2020 the Ministry of Housing, Communities and Local Government launched the *Next Steps Accommodation Programme*, with the aim of providing move-on accommodation for rough sleepers who were being housed in emergency temporary accommodation. As part of this scheme, the City of Lincoln Council had received capital and revenue funding to deliver fifteen units of accommodation at a total anticipated cost of £1.6 million.

The *Next Steps Accommodation Programme* was renamed the *Rough Sleeping Accommodation Programme*, and following successful pilots elsewhere, now incorporates a 'housing first' model which houses people directly into independent long-term settled accommodation with personalised, non-time limited support.

On 18 March 2021 the Ministry of Housing, Communities and Local Government invited bids as part of round two of the *Rough Sleeping Accommodation Programme*, with most of the capital funding available in the financial year 2021-22 and revenue funding made available for the period 2021-24. Homes England, which administers the programme on behalf of the Ministry of Housing, Communities and Local Government, announced on 7 June 2021 that the City of Lincoln Council had been successful in accessing capital funding of £735,000 and revenue funding of £192,823 to fund 2.5 full time equivalent support workers over the period 2021-24.

It was confirmed that the spread of the accommodation would be across the whole of the City and close to local amenities and bus routes, rather than concentrated in a single locality.

18. Chelmsford Street and Archer Street

Purpose of the Report

- (a) To inform the Executive of proposals from two organisations to lease land in the Sincil Bank area. Firstly Bridge Church had submitted a proposal to lease the former play area on Archer Street and the adjacent area directly underneath Pelham Bridge and secondly the Sincil Community Land Trust (CLT) proposed to lease an area of land located on Chelmsford Street.
- (b) To seek approval to proceed with preparing a lease, subject to all the terms outlined in this report being met, for the use of these sites as community social space.

Decision

- (1) That public notices be made of an intention by the City of Lincoln Council for the leasehold disposal of the open spaces at:
 - (a) Chelmsford Street, as set out in the site plan at Appendix 1 to the report to the Executive; and
 - (b) Archer Street, as set out in the site plans at Appendices 2 and 3 to the report to the Executive.
- (2) That, in the event of no objections being received to (1)(a) above, the lease terms be finalised and lease formalities be completed with the Sincil Community Land Trust for the Chelmsford Street site.
- (3) That, in the event of no objections being received to (1)(b) above, the lease terms be finalised and lease formalities be completed with Bridge Church for the Archer Street site, including the adjoining area beneath Pelham Bridge.
- (4) That any objections to either (1)(a) or (1)(b) above be reported to the Executive for consideration and a decision on whether or not to proceed.

Alternative Options Considered and Rejected

None.

Reasons for the Decision

Sincil Community Land Trust indicated that it wished to lease an area of land on Chelmsford Street, which since the demolition of two houses had been used as a small green and open space, although it was used by the local community to store bins. This area was often blighted by litter and fly tipping. This area had been maintained as part of the Council's contract with Continental Landscapes. Sincil Community Land Trust aimed to bring the land back into use as an important open space that can assist with community cohesion.

Bridge Church indicated that it wished to lease an area of land on Archer Street, which had previously been a play area but for a number of years had been a redundant site, with the play equipment removed. The site was maintained as part of the Council's contract with Continental Landscapes.

Bridge Church also requested inclusion in any lease an adjoining area located directly underneath Pelham Bridge. This adjoining land was previously used by former leaseholders as overflow customer car parking, but this had ceased in 2017. Bridge Church aimed to bring the site back into use as an open space that can assist with community cohesion.

It was confirmed that the decision would be subject to the terms set out in the report.

19. Review of Code of Corporate Governance 2021

Purpose of the Report

To inform the Executive of the outcome of the annual review of the Code of Corporate Governance conducted during March and May 2021.

Decision

That the amendments made to the Code of Corporate Governance (including changes to the format of its contents), following its annual review in March and May 2021, be approved.

Alternative Options Considered and Rejected

No alternative options were considered, as the Council had adopted a new Code of Corporate Governance in March 2017, and had agreed to review this annually to ensure it remained current.

Reasons for the Decision

The City of Lincoln Council must ensure that its business was conducted in accordance with the law and proper standards, and that public money was safeguarded, and used economically, efficiently and effectively. It also had a duty under the Local Government Act 1999 to secure continuous improvement in the way its functions were exercised, having regard to economy, efficiency and effectiveness.

To discharge this overall responsibility, a code of corporate governance had been approved by the Executive in March 2017, which was consistent with the framework developed by the Chartered Institute of Public Finance and Accountancy, and the Society of Local Authority Chief Executives. An annual review of the code was also approved, which this year had included checking the titles and review dates of all policy and strategy documents listed in the code; key actions in response to the Covid-19 pandemic; and the reformatting of the code, to ease access.

20. Counter Fraud Policy/Strategy

Purpose of the Report

To present an updated corporate Counter Fraud Policy/Strategy and action plan for 2021/22 for approval, following a recommendation from the Audit Committee to the Executive on 6 July 2021.

Decision

That the updated corporate Counter Fraud Policy/Strategy and action plan for 2021/22 be approved.

Alternative Options Considered and Rejected

No alternative options were specifically included in the report. However, section 7 of the report referred to risk implications of not updating the Counter Fraud Policy.

Reasons for the Decision

The Council had a range of counter-fraud policies, procedures and guidance. The corporate counter-fraud policy/strategy aimed to provide the high-level framework and direction which guides activity and other policy areas. The policy/strategy was last reviewed in 2018. The 2021 version, which the Audit Committee had

recommended for approval on 6 July 2021, had taken account of the latest best practice guidance and had updated the fraud action plan. It also recognised the increased risks to victims and the local community and there was more emphasis on tackling cross-boundary and organised fraud and corruption, as well as addressing new risks such as social care fraud and cyber issues.

The revised version also provided greater emphasis on tackling economic crime, which was defined as "a broad category of activity involving money, finance or assets, the purpose of which is to unlawfully obtain a profit or advantage for the perpetrator or cause loss to others".

The adoption of a revised counter-fraud policy/strategy would contribute to the Council's strategic priorities, by enhancing the robustness of the control environment and governance mechanisms that directly or indirectly support the priorities.

21. Annual Governance Statement 2020/21

Purpose of the Report

To put forward the Annual Governance Statement for 2020/21 for approval.

Decision

- (1) That the Final Annual Governance Statement for 2020/21 be approved.
- (2) That it be noted that the monitoring of progress on the significant issues identified over the coming year would be completed by the Audit Committee, with issues reported by exception to the Executive.

Alternative Options Considered and Rejected

None were considered.

Reasons for the Decision

The Annual Governance Statement was completed each year, as an assessment of how the Council had complied with its code of corporate governance. For 2020/21, in addition to the usual considerations, the Annual Governance Statement had taken account of the impact of the Covid-19 pandemic.

The assessment for 2020/21 had concluded that two of the three significant governance issues from 2019/20 would remain, with revised aims and action plans. These were: (1) the Disaster Recovery Plan for IT arrangements; and (2) the re-profiling of Vision 2025, with its communication to a wider audience in the light of Covid-19 impact. Both (1) and (2) had made significant progress during 2020/21, but they would need a revised focus as a direct result of the impacts of the Covid-19 pandemic.

The review of impact of Covid-19 on the Council's service delivery and embedding new ways of working for staff had been logged as a significant governance issue in 2019/20, but was no longer considered significant. No other significant issues had been identified for inclusion 2020/21 Annual Governance Statement.

22. Exclusion of the Press and Public

RESOLVED that the press and public be excluded from the meeting during consideration of the following items of business because it was 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.

23. Lincoln Central Market

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Decision

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Alternative Options Considered and Rejected

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Reasons for the Decision

The reasons for the decision are set out at Minute 16 above.

24. Rough Sleeping Accommodation Programme

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Reasons for the Decision

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