

# COMMUNITY LEADERSHIP SCRUTINY COMMITTEE

**Tuesday, 7 September  
2021**

**6.00 pm**

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

Membership: Councillors Jane Loffhagen (Chair), Naomi Tweddle (Vice-Chair), Bill Bilton, Matthew Fido, Gary Hewson, Helena Mair, Bill Mara, Adrianna McNulty, Clare Smalley, Calum Watt and Pat Vaughan

Substitute members: Councillor Rosanne Kirk

Officers attending: Democratic Services, Paul Carrick, Cheryl Evans and Simon Walters

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## AGENDA

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<b>SECTION A</b>	<b>Pages</b>
1. 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.	
2. Minutes from the meeting of the Committee held on 16 February 2021	<b>3 - 6</b>
3. Community Integration	<b>7 - 12</b>
(a) Voluntary Centre Services - Ben Rollet (Chief Executive of the Voluntary Centre Services)	
(b) Lincoln Active Faith Network - Siân Wade (Active Faith Lead)	
(c) City of Lincoln Council's Response to the Pandemic / Engaging with Communities - Simon Walters (Director for Communities and Environment) and Paul Carrick (Neighbourhood Manager - Sincil Bank)	
(d) Councillor Sue Burke (Portfolio Holder for Reducing Inequality)	
4. Work Programme 2021/22	<b>13 - 22</b>

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**Present:** Councillor Jane Loffhagen (*in the Chair*)

**Councillors:** Naomi Tweddle, Bill Bilton, Sue Burke, Liz Bushell, Jackie Kirk, Helena Mair, Hilton Spratt, Edmund Strengiel and Andy Kerry

**Also in Attendance:** Graham Metcalfe and Kate Edgar

**Apologies for Absence:** Councillor Bill Mara

**31. Confirmation of Minutes - 26 January 2021**

RESOLVED that the minutes of the meeting held on 26 January 2021 be confirmed.

**32. Declarations of Interest**

Councillor Loffhagen declared a Personal Interest in minute number 36 as she was on the board of Development Plus.

**33. Scrutiny Review - Impact on Businesses and Employment during the Covid-19 Pandemic**

Councillor Jane Loffhagen, Chair of the Community Leadership Scrutiny Committee, opened the meeting and provided the Committee with a brief introduction of the topic for review which was the impact on businesses during the Covid-19 pandemic.

She explained that the purpose of the review was to understand the impact of the Covid-19 pandemic and how it had affected businesses, whilst also identifying support already being provided and whether there were any gaps of which the City of Lincoln Council could provide further support. Not only would the review look at businesses, it would also look at how the pandemic had affected individuals from the perspective of jobs and employment.

**34. Kate Ellis - Major Developments, City of Lincoln Council (Verbal Report)**

The Chair advised that Kate Ellis had been unable to attend the meeting due to illness and advised that this item would be deferred. She suggested that an informal briefing be held with members and officers to discuss the evidence gathered and to draw out recommendations to put forward to Council.

**35. Graham Metcalfe - Department for Work and Pensions**

Councillor Loffhagen welcomed Graham Metcalfe, Department for Work and Pensions, who had been invited to provide information on the effects of the Covid-19 pandemic on employment.

Mr Metcalfe provided an overview of the statistics in relation to the employment rate in Lincoln over the last year and the support that had been put in place to help those that had been affected. The following points were noted:

- People on Universal Credit - The data showed the total number of people claiming Universal Credit, irrespective of regime.
  - In December 2019 there were 8852 people on Universal Credit compared to December 2020 there were 17,973 people on Universal Credit. This showed a 103.04% uplift in the figures for the year. The main increase was at the start of the pandemic from mid to late March in 2020 and there had been a gradual increase from September onwards. The figures showed that the increase in Lincoln was lower than the national average.
- People on Universal Credit by age:
  - Age 16-24 – In December 2019 there were 1685 people on Universal Credit compared to 3491 on Universal Credit. This showed an uplift in figures of 107.18% for the year.
  - Age 25-49 - In December 2019 there were 5555 people on Universal Credit compared to 11136 on Universal Credit. This showed an uplift in figures of 100.47% for the year.
  - Age 50+ - In December 2019 there were 1605 people on Universal Credit compared to 3346 on Universal Credit. This showed an uplift in figures of 108.47% for the year.
- Youth Unemployment – The claimant count was for people aged 18-24 and combined the total of those claiming Jobseekers Allowance and those in receipt of Universal Credit who were required to seek work.
  - In December 2019 there were 760 claimants compared to 1430 claimants in December 2020. This showed an increase of 88.16% for the Claimant Count at the Lincoln Orchard Street Job Centre.
  - For the Local Authority area Lincoln showed an increase of 78.43%.
- Support mechanisms that had been put in place since the start of the pandemic:

#### Jobs and Careers Fair

- An online jobs and careers fair had been arranged in partnership with the Local Enterprise Partnership
- This was held via zoom and the fair held on the 25<sup>th</sup> January had 800 attendees from across Lincolnshire.
- A generic fair was held initially and it was followed up with a Care focussed fair as there were a lot of opportunities available in the care sector.
- The jobs fairs were held monthly and provided an opportunity for both employers and potential employees to connect. The fairs were for anyone that was considering a career change.

#### Redundancy Toolkit

- Jobcentre Plus provided a Rapid Response service to advise employers and employees in redundancy situations.
- The employer help websites offered a range of advice to help businesses overcome challenges associated with the COVID-19 pandemic.
- Lincolnshire Chamber of Commerce HR Support Forum provided support to small businesses with HR guidance to help them through this period of uncertainty.

- Federation of Small Businesses offered members access to a number of employment protection services including an employment advice helpline where issues could be discussed with qualified lawyers.
- The DWP website offered dedicated support to job seekers.
- Free 'Find a Job' service
- Citizens Advice provided a help to claim universal credit service.

### Support with Starting a New Business

- Start- up Business advice
- Business advice and mentorship services
- Funding schemes.

### Mental Health Resources

- Lincolnshire Mental Health helpline which could be accessed 24/7
- Workforce matters had released several resources to keep mental health and wellbeing in check.

Mr Metcalfe welcomed any comments or questions from members of the Committee.

**Question:** Asked for clarification if youth unemployment referred to 16-24 year olds or 18-24 year olds?

**Response:** The 16-24 year old bracket related to people who were estranged from their parents or had caring responsibilities. The usual entitlement was for 18+.

**Question:** Were there any gaps in support for example how much telephone support was there available?

**Response:** The aspiration was to provide weekly contact via a mixture of channels including telephone, virtually and social media. We've also increased our opening hours to include longer days and Saturdays.

**Question:** Do you anticipate a big increase in claimants when furlough ends?

**Response:** Anecdotally there was concern. Quite a lot of people already on furlough may already be on Universal Credit. So these people would already be in the system and it wouldn't increase the numbers.

**Question:** Do you help young people to build up their CV's and provide opportunities for work experience?

**Response:** Work experience was a key element of the support programme that we run. The programme included pre-employment training, work experience and a guaranteed interview at the end. Currently the work experience was delivered virtually.

**Question:** Do you help people with being interviewed on zoom?

**Response:** Yes it was a key component of the support provided. Training included how to connect, hints and tips and things to avoid.

The Chair thanked Graham for attending the meeting and expressed her appreciation for the work that was being undertaken throughout the pandemic by himself, his staff as well the joint partnership working with the City of Lincoln Council.

**RESOLVED** that the presentation be noted with thanks.

**36. Kate Edgar - Development Plus (Verbal Report)**

Members commented that they had not received a copy of the report that was circulated to them prior to the meeting and suggested that this item be deferred to provide an opportunity for them to read the detailed report.

Kate Edgar, Development Plus advised that the report that had been circulated provided detail from 2019 which would be useful to compare to the recent position. She confirmed that she would be happy to attend a future meeting to give her presentation.

The committee briefly discussed the funding position of the charity and noted the following:

- There was a massive funding issue for charities that were not running specifically for Covid-19 support.
- The support that was provided by Development plus was participant led which made it more difficult to apply for funding as the criteria did not meet the 'tick box funding'
- Furlough had not been an option for Development Plus as they provided support for people that fall through the gap with other support and we decided to carry on the best that we could.

**RESOLVED** that that Kate Edgar, Development Plus be invited to attend a future meeting of Community Leadership Scrutiny Committee to give her presentation.

**COMMUNITY LEADERSHIP SCRUTINY  
COMMITTEE**

**7 SEPTEMBER 2021**

<b>SUBJECT:</b>	<b>COMMUNITY INTEGRATION</b>
<b>DIRECTORATE:</b>	<b>CHIEF EXECUTIVE AND TOWN CLERK</b>
<b>REPORT AUTHOR:</b>	<b>CHERYL EVANS, DEMOCRATIC SERVICES AND ELECTIONS MANAGER</b>

**1. Purpose of Report**

**1.1** To consider initial evidence on whether further scrutiny review activity is required on community integration.

**2. Background**

**2.1** The Community Leadership Scrutiny Committee held an informal workshop in June 2021 to consider topics for future scrutiny reviews. Further to this workshop, a meeting was held between the Chair, the Vice Chair, the Director for Communities and Environment and the Democratic Services and Elections Manager to consider the suggestions made and to draft the initial scoping documentation.

**2.2** The first topic under consideration is community integration. A scoping document for this scrutiny activity is attached at Appendix A to this report. The meeting is seeking initial evidence to ascertain whether a scrutiny review should proceed to build on previous work undertaken by the Committee on integrated communities.

**2.3** The terms of reference for this scrutiny activity are as follows:

(1) To review the topic of community integration by considering:

(a) a particular focus on community integration, including social isolation, to understand the challenges facing communities as we emerge from the Covid-19 pandemic. How have those challenges changed and are there particular areas of the city to provide a focus on? What good examples of work emerged during the pandemic that we should seek to maintain post pandemic.

(b) Following above, reflect on and review the continued appropriateness and progress of previous recommendations from this Committee.

(2) To develop recommendations based on the evidence received as part of (1)(a) and (1)(b) above.

**2.4** The scoping document outlines potential key contributors the Committee might wish to speak to in seeking initial evidence. The following key contributors are due to speak to the Committee on 7 September 2021:

- Councillor Sue Burke, Portfolio Holder for Reducing Inequality
- Siân Wade, Lincoln Active Faith Network
- Ben Rollet, Chief Executive of the Voluntary Centre Services
- Simon Walters, Director for Communities and Environment (City of Lincoln Council) - Befriending Services / Helpline
- Paul Carrick, Neighbourhood Manager – Sincil Bank (City of Lincoln Council) Engaging with Communities / Lincoln Embracing All Nations (LEAN)

**2.5** At the conclusion of the meeting on 7 September, the Committee will be asked to consider whether any further scrutiny review activity is required on this topic.

### **3. Strategic Priorities**

#### **3.1 Let's reduce all kinds of inequality**

The Committee will consider information from key contributors to ascertain whether further scrutiny review activity is required on the topic of community integration.

### **4. Organisational Impacts**

#### **4.1 Finance (including whole life costs where applicable)**

There are no direct financial implications as a result of this report.

#### **4.2 Legal Implications including Procurement Rules**

There are no direct legal implications.

#### **4.3 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

This report has no direct impact on equality in itself. However, the Committee will consider whether any further scrutiny review activity is required on the topic of community integration, and for any such activity identified, Equality & Diversity will be fully considered at that time.

### **5. Risk Implications**

**5.1 (i) Options Explored – n/a**

**5.2 (ii) Key risks associated with the preferred approach – n/a**



**6. Recommendation**

**6.1** In considering the information received at the meeting, the Committee is asked to determine whether any further scrutiny review activity is required on this topic.

**Is this a key decision?** No

**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?** Appendix A – Scoping Document

**List of Background Papers:** None.

**Lead Officer:** Cheryl Evans, Democratic Services and Elections  
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## Community Leadership Scrutiny Committee

### Scrutiny Review Scoping Template

<b>Title of Review</b>	<b>Community Integration</b>
<b>Purpose of the Review</b>	<p>To seek initial evidence to ascertain whether a review should proceed to build on previous work undertaken by the Committee on integrated communities, with the following terms of reference:</p> <p>(1) To review the topic of community integration by considering:</p> <p style="padding-left: 40px;">(a) a particular focus on community integration, including social isolation, to understand the challenges facing communities as we emerge from the covid-19 pandemic. How have those challenges changed and are there particular areas of the city to provide a focus on? What good examples of work emerged during the pandemic that we should seek to maintain post pandemic.</p> <p style="padding-left: 40px;">(b) Following above, reflect on and review the continued appropriateness and progress of previous recommendations from this Committee.</p> <p>(2) To develop recommendations based on the evidence received as part of (1)(a) and (1)(b) above.</p>
<b>Key witnesses or contributors to the Review</b>	<p>The following people or organisations have been identified as potential key witnesses or contributors to the initial stage of any review of this topic:</p> <ul style="list-style-type: none"> <li>• Councillor Sue Burke, Portfolio Holder for Reducing Inequality</li> <li>• Faith-based organisations - Greater Lincoln Active Faith Network</li> <li>• Just Lincolnshire</li> <li>• Voluntary Centre Services</li> <li>• Voluntary/community cell of the LRF</li> <li>• City Council response to the pandemic and subsequent testing/vaccination programmes</li> </ul>
<b>Possible Meetings</b>	<p><u>7 September 2021</u> – At this meeting to consider evidence from the people and organisations listed above.</p>

	<p><u>Further Meetings</u> – If the Committee decides to proceed with further activity on this topic, further meetings would be assigned to this.</p>
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**COMMUNITY LEADERSHIP SCRUTINY  
COMMITTEE**

**7 SEPTEMBER 2021**

<b>SUBJECT:</b>	<b>WORK PROGRAMME FOR 2021/22</b>
<b>DIRECTORATE:</b>	<b>CHIEF EXECUTIVE AND TOWN CLERK</b>
<b>REPORT AUTHOR:</b>	<b>CHERYL EVANS, DEMOCRATIC SERVICES AND ELECTIONS MANAGER</b>

**1. Purpose of Report**

- 1.1 To present the Committee with its work programme for 2021/22, which is attached at Appendix A to the report.
- 1.2 The Committee is also asked to consider the draft scoping documents for the meetings of the Committee on:
- 12 October 2021 - *Establishment of a Cultural Consortium*; and
  - 2 November 2021 - *Giving Young People a Voice on how they engage with the City of Lincoln Council*.

1.3 These are attached at Appendices B and C to the report.

**2. Background**

- 2.1 This report sets out the proposed programme of work for the Community Leadership Scrutiny Committee up to 29 March 2022.
- 2.2 Following the conclusion of a scrutiny review, the Chair presents the Committee's findings by way of a written report to the Council.

**3. Recommendation**

- 3.1 That the Committee comments on the work programme, as detailed at Appendix A to the report.
- 3.2 That the Committee considers the scoping documents on the *Establishment of a Cultural Consortium* and *Giving Young People a Voice on how they engage with the City of Lincoln Council*, as set out at Appendices B and C to the report.

Is this a key decision? No

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?

**Appendix A** – Work Programme  
**Appendix B** – Scoping Document for *Establishment of a Cultural Consortium*  
**Appendix C** – Scoping Document for *Giving Young People a Voice on how they engage with the City of Lincoln Council*

List of Background Papers: None.

Lead Officer:

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Community Leadership Scrutiny Committee Work Programme – Timetable for 2021/22

7 September 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
<b>Community Integration</b>	<p>Simon Walters, Director for Communities and Environment (City of Lincoln Council) - Befriending Services / Helpline</p> <p>Paul Carrick, Neighbourhood Manager – Sincil Bank (City of Lincoln Council) Engaging with Communities / Lincoln Embracing All Nations (LEAN)</p> <p>Councillor Sue Burke, Portfolio Holder for Reducing Inequality</p> <p>Siân Wade, Lincoln Active Faith Network</p> <p>Ben Rollet, Chief Executive of the Voluntary Centre Services</p>	Evidence Gathering
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

12 October 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
<b>Cultural Consortium</b>	Simon Walters, Director for Communities and Environment  University of Lincoln  Lincoln BIG Cultural Creativity Fund  Zest Theatre	Evidence Gathering
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

2 November 2021

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
<b>Giving Young People a Voice on how they engage with the City of Lincoln Council</b>	Michael Hurtle, Development Officer  Ambition Lincoln  The National Citizen Service, Lincoln  Lincolnshire Youth Council  Lincoln City Foundation  Citizen Panel - Pat Jukes (Policy Team)  The University of Lincoln (Social Policy Team)  The Network	Evidence Gathering
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report



**December 2021**

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

**January 2022**

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

**February 2022**

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

**March 2022**

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Work Programme for 2021-22 Update	Democratic Services Officer	Regular Report

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**Community Leadership Scrutiny Committee**

**Scrutiny Review Scoping Template**

<b>Title of Review</b>	<b>Cultural Consortium</b>
<b>Purpose of the Review</b>	<p>(1) To receive information on the creation of a Cultural Consortium following a successful bid for funding by the University of Lincoln, which would bring together arts, community groups and young people, with a view to supporting these groups to develop cultural programmes throughout the city.</p> <p>(2) To develop recommendations following consideration of (1) above.</p>
<b>Key witnesses or contributors to the Review</b>	<p>The following people or organisations have been identified as potential key witnesses or contributors as an initial step in this review:</p> <ul style="list-style-type: none"> <li>• Simon Walters, Director for Communities and Environment</li> <li>• University of Lincoln</li> <li>• Lincoln BIG – Cultural Creativity Fund</li> <li>• Zest Theatre</li> </ul>
<b>Possible Meetings</b>	<p><u>12 October 2021</u> –To consider evidence from the people and organisations listed above.</p> <p><u>Further Meetings</u> – If further evidence is required, it will be programmed for consideration at subsequent meetings.</p>

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**Community Leadership Scrutiny Committee**

**Scrutiny Review Scoping Template**

<p><b>Title of Review</b></p>	<p><b>Giving Young People a Voice on how they engage with the City of Lincoln Council</b></p>
<p><b>Purpose of the Review</b></p>	<p>To seek initial evidence to ascertain whether a review should proceed with the following terms of reference:</p> <p>(1) To review the possible methods of enabling the views of young people (aged 14 – 21) to be given a voice on how they engage with the City of Lincoln Council.</p> <p>(2) To develop recommendations based on the evidence received as part of (1) above.</p>
<p><b>Key witnesses or contributors to the Review</b></p>	<p>The following people or organisations have been identified as potential key witnesses or contributors to this review:</p> <ul style="list-style-type: none"> <li>• Michael Hurtley, Development Officer</li> <li>• Ambition Lincoln</li> <li>• The National Citizen Service, Lincoln</li> <li>• Lincolnshire Youth Council</li> <li>• Lincoln City Foundation</li> <li>• Citizen Panel - Pat Jukes (Policy Team)</li> <li>• The University of Lincoln (Social Policy Team)</li> <li>• The Network</li> </ul>
<p><b>Possible Meetings</b></p>	<p><u>2 November 2021</u> - To consider evidence from the people and organisations listed above.</p> <p><u>Further Meetings</u> – If the Committee decides to proceed with further activity on this topic, further meetings would be assigned to this.</p>

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