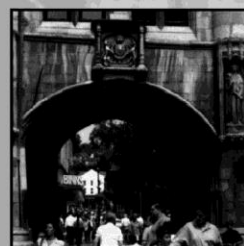




CITY OF
Lincoln
COUNCIL

Council Summons



For the meeting to be held on
Tuesday, 25 July 2023

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CITY OF LINCOLN COUNCIL

Sir/Madam,

You are hereby summoned to attend the meeting of the COUNCIL of the City of Lincoln to be held at The Guildhall, Saltergate, Lincoln, LN1 1DH on Tuesday, 25 July 2023 at 6.30 pm.



Chief Executive and Town Clerk

Angela Andrews

A G E N D A

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3. 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.	
4. Receive Any Questions under Council Procedure Rule 11 from Members of the Public and Provide Answers thereon	
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(a) Councillor R Metcalfe - Leader of the Council and Portfolio Holder for Our People and Resources	31 - 52
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Present: Councillor Rosanne Kirk (*in the Chair*),
Councillor Debbie Armiger, Councillor Biff Bean,
Councillor Alan Briggs, Councillor Chris Burke, Councillor
Sue Burke, Councillor Bob Bushell, Councillor
Liz Bushell, Councillor Martin Christopher, Councillor
David Clarkson, Councillor Thomas Dyer, Councillor
Matthew Fido, Councillor Gary Hewson, Councillor
Jackie Kirk, Councillor Jane Loffhagen, Councillor
Rebecca Longbottom, Councillor Ric Metcalfe, Councillor
Neil Murray, Councillor Donald Nannestad, Councillor
Lucinda Preston, Councillor Hilton Spratt, Councillor
Mark Storer, Councillor Rachel Storer, Councillor
Edmund Strengiel, Councillor Naomi Twedde, Councillor
Calum Watt, Councillor Joshua Wells, Councillor
Lorraine Woolley, Councillor Emily Wood and Councillor
Pat Vaughan

Apologies for Absence: Councillor Bill Mara and Councillor Adrianna McNulty

41. Confirmation of Minutes -17 January 2023

RESOLVED that the minutes of the meeting held on 17 January 2023 be confirmed and signed by the Chair as an accurate record.

Councillor Hilton Spratt abstained from voting.

42. Declarations of Interest

Councillor Pat Vaughan declared a Personal Interest with regard to the agenda item entitled 'Medium Term Financial Strategy 2023 – 2028'.

Reason: His granddaughter worked in the finance department at the City of Lincoln Council.

43. Mayor's Announcements

The Mayor referred to her engagements since the last meeting of the Council, some of which had included:

- A fundraising Whisky Tasting evening at the Guildhall
- A visit to a local primary school, a 187 year old tradition

44. Receive Any Questions under Council Procedure Rule 11 from Members of the Public and Provide Answers thereon

No questions had been submitted by members of the public.

45. Receive Any Questions under Council Procedure Rule 12 from Members and Provide Answers thereon

Councillor Thomas Dyer to Councillor Ric Metcalfe, Portfolio Holder for Our People and Resources

Question

As the Executive Member for Communications, Councillor Metcalfe admitted himself at the Executive meeting on the 20th February that the City Council, under his leadership, did not adequately consult with both residents and businesses regarding the future of the Lincoln Christmas Market. This follows claims from Sharon Edwards that several years ago a senior officer raised concerns at how big the Christmas Market has become.

We are told that this has been privately known about for a while, the advanced public consultation has been non-existent, stakeholders have been left uninformed, the entire Lincoln Christmas offering is now uncertain.

Has Cllr Metcalfe learnt any lessons from the last couple of weeks?

Answer

We are a Council who ordinarily exercise extensive consultation. In addition, we have a good record of consultation as a matter of course. In relation to the Lincoln Christmas Market, the Council could have consulted more widely prior to the decision to end the Market in the tradition form. However, for any consultation to be meaningful, there has to be an offer of some degree of choice. This was a rare occasion whereby no choice was available to the Council or anyone else. The independent multi-agency Safety Advisory Group advice was emphatic - on public safety grounds, the Christmas Market could not continue in its current form. There will be meaningful consultation on the events programme going forward to make it a safer environment.

Supplementary

Residents, businesses, and tourists are dissatisfied. Is it time for Councillor Ric Metcalfe to step down as Leader of the Council?

Answer

The emphatic advice received from the multi-agency Safety Advisory Group was clear that, '...no revisions to the market event plan will safely deal with any increase in visitor numbers beyond those experienced in 2022'. The Council could not ignore that advice or to offer that advice for public debate. We had a solemn duty to safeguard public safety. We were aware that members of the public and businesses, like us, held great affection for the Christmas Market. In addition, we were aware that the market provided an opportunity for businesses to generate revenue over the winter months and as such, businesses may have preferred us to ignore the advice provided to us from the Safety Advisory Group. On occasion, it was necessary to put popularity aside to ensure the correct thing was done for the right reasons. This was one of those occasions. We were not saying goodbye to Christmas, we were going to find a better and safer way to enjoy Christmas.

Councillor Hilton Spratt to Councillor Donald Nannestad

Question

Can the Portfolio holder please explain what if any impact the current economic climate has had on our housebuilding programme?

Answer

It hasn't made any difference to our plans so to speak, however we must accept that material and labour costs have increased significantly, perhaps upwards of 30%. Additionally, supply can be an issue with respect to certain types of materials which of course, can cause delays and sometimes additional costs. Due to the September 22 budget from former Prime Minister Liz Truss, interest rates have increased dramatically so if we had planned to borrow to bring forward schemes, the financing cost has also increased significantly. However, we intend to continue with our plans at this stage.

Supplementary

Have we cut back? Have we stopped building Council houses, reduced building, or increased building?

Answer

We are continuing to build and have a good track record for building new properties a council of our size. As with other areas of the Council we are punching above our weight. From 2018-19 we have added 362 homes to our housing stock which is an excellent record. In addition, we will add 42 properties on Rookery Lane, which is close to completion, and with a further 11 new properties planned for Hermit Street. We also have the Western Growth Corridor which includes 640 affordable homes.

Councillor Mark Storer to Councillor Bob Bushell

Question

Over the last year I have repeatedly reported graffiti in Temple Gardens at the Usher Gallery. Whilst officers have responded quickly, the repeated clean-up operation is an ongoing cost to the taxpayer and unpleasant for residents and tourists. Does the executive member agree with me that CCTV is necessary to detect and deter criminal damage in Temple Gardens?

Answer

It is unfortunate that there have been a number of graffiti attacks in the Temple Gardens/Usher Gallery area since Covid restrictions were eased. As the Usher Gallery is managed by Lincolnshire County Council City Council, officers have needed to work with their officers to see what can be done to deter future attacks. CCTV is one option and officers are in the advanced stages of agreeing an installation for CCTV now which we hope will be able to add some protection to both the Gallery and the Temple Building itself. It is hoped that terms of

agreement should be reached very soon, with installation this spring subject to agreement.

Councillor Rachel Storer to Councillor Neil Murray

Question

When did the executive member first become aware that discussions were taking place to cancel the Christmas Market?

Answer

I first became aware that discussions were taking place to cancel the Christmas Market on 11 January 2023.

Supplementary

Given the haste that the decision was made in, does the Executive member agree that it is time to pause the decision to reflect on the impact and consult more widely?

Answer

The Executive member had not been consulted on the decision, prior to being informed in January, and that was thanks to those sat in front of him.

Councillor David Clarkson to Councillor Ric Metcalfe

Question

On the 20th February the Executive Committee agreed to set aside the existing budget provision for the Christmas Market to provide a wider events programme throughout the year, including a new “Christmas in Lincoln” offer. This budget stands at £260k pa. Will the Leader put on public record today that this budget will not be cut or watered down in any way for the next 5 financial years at the very minimum?

Answer

The Medium Term Financial Strategy makes a provision of £260kpa (plus inflation) for the Christmas market and it is this budget that will be transferred to deliver a year-long program of events and activities as per the Executive decision made on 20th February 2023 (pending call in). However, Members will be aware that within that MTFs, the council will face considerable financial challenges in 2025/26 onwards necessitating savings of approximately £1.75m. Therefore, I am not in a position today to guarantee any budget provision will stay exactly the same across all services within the council for the next 5 years.

Supplementary

Would you agree that for the alternative Christmas offering to be successful, there needed to be a set period to ensure its development. Five years was a reasonable amount of time to evaluate whether it would be successful.

Answer

We intended to make a success of the alternatives but were unable to make promises with regards to funding. There were considerable ways in which funding could be attracted to new offerings. We were determined to make a success of the alternatives and welcomed comment on what they should be.

Councillor Alan Briggs to Councillor Sue Burke

Question

Can the Executive Councillor detail the commitments made for the financial year 2022/23 via the council's Discretionary Rate Relief Policy?

Answer

The Council have currently awarded £36,155.18 through the Discretionary Rate Relief Policy for 2022/23, these cover 8 properties.

In addition to these there is currently one further property, which is currently the subject of approval, which will increase the amount committed by a further £6,090.86.

Supplementary

What do you expect the budget to be next year?

Answer

It was too early to know the answer to the supplementary question.

Councillor Matthew Fido to Councillor Donald Nannestad

Question

I have spoken with tenants at De Wint court recently, when they took on their tenancy, they were assured that they would have utility bills provided to them individually every quarter. However, they have never received a single bill or been asked for payment. They understand that they will receive bills from mid-March going forward once Esher hands over the building to the council, but their anxiety stems from not knowing if at some point they end up with demands for an excessively large lump sum of money. What reassurance can the portfolio holder give to tenants of De Wint Court that they will not end up with an excessively large bill to pay?

Answer

The Council itself has not had any bills for Gas and Electric since the facility opened in April last year. This because the contractor did not register meters and did not do the required handover to the utility supplier. Since October, when the extent of the situation became known to us and the supplier accepted our ownership, we have been working tirelessly to resolve this situation.

Despite providing form after form and all the required documentation, as of today we still have not moved forward. We have now escalated this with both the contractor of supplier via the Council's legal team, it's utilities advisor ESPO and Ofgem. We have kept residents appraised of the situation through resident meetings, individual letters and via the resident Committee's representatives. Please remember our staff are on site all day, seven days a week and therefore respond to all resident enquiries.

We have provided residents with the opportunity to pay, on account, to the Council and as of today's date, 29 have taken up this facility. Some residents have been concerned about accessing the government fund of £400 rebate. We have recently had it confirmed that this is now available to facilities with a commercial supply, however residents must apply personally for the rebate.

Our staff will be on site this week to assist those residents who need help to do this online. I have agreed with the Director of Housing that if the situation remains unresolved by the end March, we will instigate an estimated billing system based on tariffs we have in other similar facilities, in order give residents some reassurance as there is no doubt this situation is unsettling for some of our most vulnerable tenants. I can give Councillor Fido my personal reassurances that none of residents will be left financially disadvantaged by this position which is not of theirs, or the Council's making. We will continue to update the residents and I hope to have the situation rectified soon.

Supplementary

Acknowledgement was given to the work of both the Portfolio Holder and officers in beginning to address the concerns since the question was lodged and an update was looked forward to.

Answer

It was not the only issue. There had also been an issue with television licences. We submitted information to TV Licensing on at least four occasions but each time they lost the information.

Councillor Eddie Strengiel to Councillor Neil Murray

Question

By how much have the council's (projected) costs risen for the delivery of Phases 1a & 1b of the Western Growth Corridor?

Answer

There is a revised funding requirement of £4.320m to support these initial infrastructure works. This represents an increase of £2.105m over the 2019 estimates, largely as a result of cost-price inflation.

The return to be derived from the subsequent housing development, which is estimated at £2.415m, will help to recover the cost of this initial infrastructure in part over the short-medium term, leaving an estimated net cost of £1.906m.

Over the longer-term, revenues from land sales and housing delivery unlocked by the Phase 1b work will cover these costs in full and generate a surplus for the Council. The award of grant to support the bridge works under LUF2 will accelerate delivery of this infrastructure and should reduce the financial risk to the Council in delivering Phase 1b, helping to offset the additional upfront requirement for Phase 1a over the longer-term.

In terms of the Phase 1b costs (Tritton Road, Eastern Access), detailed design work is now required in order to finalise the technical construction details for the road and bridge work which will inform the detailed cost plan for these works. The arrangements for moving forward with this work, to obtain detailed costs is set out in the Part A Executive Report of 20th Feb 23 under 'Funding - Levelling Up Fund 2'.

Supplementary

There was information within the leaflet for the Western Growth Corridor development that confirmed £20m was to be spend on both bridges. Could the Portfolio Holder confirm that £20m is enough to cover two bridges?

Answer

Information received confirmed that £20m was sufficient to cover both bridges. I am happy to share all information with the whole Council.

Councillor Martin Christopher to Councillor Sue Buke

Question

I would like to raise a persistent problem in our city that has been causing inconvenience, health risks, and environmental hazards to residents and visitors alike - the issue of dog fouling. Despite any past efforts to raise awareness of responsible pet ownership and the importance of cleaning up after dogs, many owners continue to neglect their duty and leave their dog's mess on our streets, parks, and other public spaces.

This is not just an aesthetic problem - it poses a health risk to humans and animals alike, as dog faeces can carry harmful bacteria and parasites that can cause illness and infection. It also creates an unpleasant and unwelcoming environment for people to enjoy our public spaces, discouraging them and adding to our already poor health outcomes.

The Council website boasts a "Zero tolerance" policy on dog mess, yet with Zero enforcement officers and Zero Educational programmes, I feel "Zero Consequence" would be a more appropriate description of our present stance.

I would like to know when the public can expect this Council to employ an enforcement officer and finally act on this very real issue that impacts everyone's enjoyment of our City.

Answer

The council does take a zero tolerance approach to dog fouling and has several officers who are enforced to take action under the relevant legislation. However, the vast majority of our residents know that it is an offence to allow their dogs to foul and the very small number of irresponsible dog owners that don't clean up after their dog normally do so when they know other members of the public, or our enforcement officers aren't about to witness them doing it. This makes identifying offenders and taking action very difficult but where we can identify an offender, we will take action.

We receive in excess of 3,500 service requests a year into a small team with limited resources and the team must prioritise their time across a range of demands, both reactive and proactive.

The priority for awareness raising in the team at the moment is fly tipping – a crime that continues to blight many of our neighbourhoods.

We encourage the public when they are reporting the issue to identify who the perpetrator was and where the incident took place to enable enforcement action. We did not receive any enforceable complaints in the current financial year. The complaints received have either been anonymous or with no witnesses to the incident having taken place. There have been no identified hot spot areas from the complaints received.

Supplementary

Maybe we should amend the website from 'zero tolerance' as we have not convicted anyone in the last 3 years.

Answer

We have not had the evidence available to identify the perpetrator. We do have a zero tolerance. We ask for cooperation with our residents to bring cases to us with the information we need to locate the offender.

Councillor Clare Smalley to Councillor Donald Nannestad

Last month I asked how many reports of mould in our properties we'd had following the death of a child in an unfit mouldy home in Rochdale. I was told this number was 311, I would have liked to have had the opportunity to ask for update on how we are tackling these mouldy homes tonight.

Unfortunately, my supplementary question last month asked how many the of 311 properties were severe cases and therefore causing a risk to health. This question couldn't be answered at the meeting in January. This I do appreciate, however, as I've still not received the answer, I am therefore having to ask this question again tonight.

Answer

We treat all cases seriously. There is always a potential risk to health particularly homes where young children or older people are living. The policy is to try and inspect each case within 3 days and then carry out the appropriate treatment. A further 200 or so mould and damp cases have been reported since your last question. The City Council is no different to any other housing stockholder in that there has been a huge increase in reports of damp and mould since the Rochdale inquest. However, we have always had reports of mould and damp in our properties, and we respond accordingly.

Supplementary

Is there a target for us to make sure our homes are mould free? We all deserve to live in a house that is mould free and it is disappointing that we expect to live in mould.

Answer

We cannot guarantee we can get to a position where there is no mould or damp in any of our properties because it is something that comes and goes but we do our best to deal with the issues that are raised. The Housing Ombudsman previously published a spotlight report on mould and damp and early this month produced an update which we will be working through. In the update the Ombudsman makes it clear that any stockholder which has a low level of complaints about this issue will be viewed in the same way as one which has a high number of complaints. This is because it is important that tenants have the confidence to complain when they have an issue. Also, if people complain it means we can do something about it and learn from it.

46. To Consider the Following Recommendations of the Executive and Committees of the Council

(a) Medium Term Financial Strategy 2023 - 2028

It was moved by Councillor Rosanne Kirk, seconded by Councillor Donald Nannestad and

RESOLVED that Council Procedure Rule 17.4 regarding the content and length of speeches be suspended to allow the Leader of the Council and the Leader of the Opposition unlimited time to speak on Minute 47a.

Councillor Ric Metcalfe, Leader of the Council, proposed the recommendations contained within the report, as detailed on page 33 of the agenda pack, in relation to the Medium Term Financial Strategy 2023-2028 and budget.

He reflected on strategic considerations and long term financial sustainability, highlighting effective use of resources and demonstratable progress to support effective delivery of services and alignment with aspirations for strategic priorities. In addition, there were a number of Councils that had been served with or faced a Section 114 notice, a power given to s114 Officers within Council's to challenge the sustainability of a Council's plan. Due to the determination of elected Members, the skills of Officers and excellent financial stewardship, the City of Lincoln Council (CoLC) had not received such notice.

Reference was made to budget pressures and the reduction of Drainage Board Levy's of £1.75M with a timescale of 2025/26 for achievement. It was noted that the Council had retained the £1.7M Council Tax Support Scheme and the average increase proposed for Fees and Charges was approximately 5% although many would not increase at all.

The Leader of the Council referred to section 4.4 of the report and confirmed that achievement for Council Taxpayers was significant when considered with the size of the authority in mind. He offered his thanks and gratitude to the hard working and dedicated staff for all achievements gained against the five strategic priorities.

Reference to achievements included, but were not limited to, growth within the City and urban regeneration projects, support for poorer households struggling with the cost of living crisis, investment of £50M in Council Housing stocks, the building of new homes and reduction in homelessness and aspirations for a carbon neutral city by 2030.

An increase of 2.9% in Council Tax was proposed, which averaged approximately 9-11p per week for approximately 80% of residents paying Council Tax. The proposed 2.9% increase was below the 3% Government imposed cap and it was highlighted that 14.3% of the total Council Tax bill for the City of Lincoln was attributable to the City Council, with the remainder going to Lincolnshire County Council and the Police and Crime Commissioner.

Councillor Donald Nannestad, Deputy Leader of the Council, seconded the proposition and reiterated the points made. In addition, he referred to page 33 of the agenda pack and added that there was a series of additional pressures such as inflation, difficulties in the supply chain and the cost of living crisis, all of which affected residents.

The Council's housing stock was in good condition and the Medium Term Financial Strategy (MTFS) as seen at Appendix A to the report, outlined the considerable investments to be made to homes within the next five years. Referencing the Capital Programme, the deputy Leader confirmed that since 2018/19, we had added 362 homes and 75% of stock had an EPC rating of C or above. The Western Growth Corridor development was awaited in anticipation which would benefit from 640, much needed affordable homes.

The Mayor, having received notice of the Leader of the Opposition's intention to propose a number of amendments and notice of the Liberal Democrats intention to propose a number of amendments, permitted that more than one amendment may be discussed and debated at once to facilitate the proper and efficient

conduct of the Council's business in accordance with Council Procedure Rule 17.6(b). She reported, however, that each amendment would be voted upon separately.

Councillor Thomas Dyer, Leader of the Opposition, proposed the following amendments to the Medium Term Financial Strategy, which we seconded by Councillor Hilton Spratt, Deputy Leader of the Opposition:

Amendment 1 – Improving standards within the Private Rented Sector

- (a) Increase the budget for the Council's Private Housing Team by £177,780.
- (b) This increased budget is to be spent on increasing staff capacity to turbo charge the Council's efforts in tackling poor quality housing standards within Lincoln's private rented sector.
- (c) The £177,780 will be funded by reducing a City Council budget within the DCE to £0. To keep this budget amendment in Part A, the specific service area cannot be detailed.
- (d) Current staff working in the area proposed to have its budget removed will be redeployed into other service areas where there are vacancies. Alternatively, any redundancy costs can be funded from the earmarked reserves.

Amendment 2 – Improving the Council Housing Tenant experience

- (a) Create an additional 2.5 FTE Assistant Housing Officers to give Council housing tenants better service levels and response times.
- (b) The additional capacity will cost £74,672 PA and will be fully funded by deleting the current vacancy for an Assistant Director for Housing.
- (c) By generating the additional capacity, tenants will receive better service levels than they already do.

Amendment 3 – Supporting Residents with the Cost of Living

- (a) The deleted Assistant Housing Director role also contains £24,833 of General Fund Budget.
- (b) For the 2023/24 financial year, the £24,833 remaining from the deleted Assistant Director post is to be allocated to Citizens Advice Lincoln.
- (c) This funding is to provide Citizens Advice with additional capacity for cost of living support.

During the discussion on the proposed amendments, the following points were noted:

- Citizens Advice (CA) provided quality advice on issues such as housing and debt. The Council did not have the same depth of knowledge and additional capacity within CA would alleviate pressure on existing staff
- A great number of private sector landlords took pride in their stock however private rent cost had risen significantly and there was a shortage of housing available.
- Additional housing officers would result in the helping of more residents

- The figures had been verified by Financial Services and were in accordance with budget estimates included in the proposed MTFS 2023-2028

Councillor Ric Metcalfe, using his right to reply, advised that he would not be in support of any of the amendments despite the laudable desire to improve standards of housing within the private sector. It was noted that a great deal of work had already been carried out within the area. The reduction of £177,780 to £0 with the DCE would not be supported based on unverifiable claims.

Referencing amendment two, it was noted that the Council could not run effectively in the absence of suitable management. Housing services within the Council employed over 300 individuals and spent millions of pounds on tenants' money on a wide range of investment – under the supervision of appropriate management.

Referencing amendment three, it was noted that significant support was in place for CA and the Council's benefit team worked hard and their work was valued and recognised. There was no rationale to support the amendment.

Having been proposed and seconded, the amendments were voted upon. Amendment 1 was voted upon individually and Amendment 2 and Amendment 3 were voted on in collaboration. In accordance with Council Procedure Rule 19.7, a recorded vote was taken for each amendment, the result of which were as follows:

Amendment 1:

For (8)	Against (23)	Abstention
Councillor Alan Briggs	Councillor Debbie Armiger	
Councillor David Clarkson	Councillor Biff Bean	
Councillor Thomas Dyer	Councillor Chris Burke	
Councillor Matthew Fido	Councillor Sue Burke	
Councillor Hilton Spratt	Councillor Bob Bushell	
Councillor Mark Storer	Councillor Liz Bushell	
Councillor Rachel Storer	Councillor Martin Christopher	
Councillor Edmund Strengiel	Councillor Gary Hewson	
	Councillor Jackie Kirk	
	Councillor Rosanne Kirk	
	Councillor Jane Loffhagen	
	Councillor Rebecca Longbottom	
	Councillor Ric Metcalfe	
	Councillor Neil Murray	
	Councillor Donald Nannestad	
	Councillor Lucinda Preston	
	Councillor Clare Smalley	
	Councillor Naomi Tweddle	
	Councillor Pat Vaughan	

Councillor Calum Watt
Councillor Joshua Wells
Councillor Emily Wood
Councillor Loraine Woolley

Amendment 2 & 3:

For (10)

Councillor Alan Briggs
Councillor Martin Christopher
Councillor David Clarkson
Councillor Thomas Dyer
Councillor Matthew Fido
Councillor Clare Smalley
Councillor Hilton Spratt
Councillor Mark Storer
Councillor Rachel Storer
Councillor Edmund Strengiel

Against (21)

Councillor Debbie Armiger
Councillor Biff Bean
Councillor Chris Burke
Councillor Sue Burke
Councillor Bob Bushell
Councillor Liz Bushell
Councillor Gary Hewson
Councillor Jackie Kirk
Councillor Rosanne Kirk
Councillor Jane Loffhagen
Councillor Rebecca Longbottom
Councillor Ric Metcalfe
Councillor Neil Murray
Councillor Donald Nannestad
Councillor Lucinda Preston
Councillor Naomi Tweddle
Councillor Pat Vaughan
Councillor Calum Watt
Councillor Joshua Wells
Councillor Emily Wood
Councillor Loraine Woolley

Abstention

Amendments 1 to 3 were therefore declared lost.

Returning to the debate on the original motion, Councillor Clare Smalley proposed the following amendments:

Amendment 1 - Bus Shelter Improvement Programme

- (a) £20K to be allocated from the Corporate Repairs and Maintenance Reserve. This new programme will provide repairs, replacement and new installations where necessary across the city to City of Lincoln owned bus shelters.

Amendment 2 - Pride in Lincoln Programme

- (a) £33K to be allocated from the Community Chest Fund. This funding will retain its community focus, but will empower Lincoln's community by investing in targeted improvements. Funding would be allocated per

member (£1K per member) and will allow local wards to invest directly in improvements to local communities, from installing new benches to making grants to community and voluntary organisations.

In proposing the amendments, Councillor Clare Smalley highlighted the disappointment in the proposed increase in Council Tax at a time where the Council may have used some resources and reserves to offer residents rest bite in the current climate. Councillor Martin Christopher seconded the proposal but reserved his right to speak.

During the discussion on the proposed amendments, the following points were noted:

- There had been numerous complaints received regarding bus shelter vandalism and as such, the Conservatives would support the proposed amendments
- The revenue stream required for maintenance of bus shelters was a concern
- It was positive to encourage residents to use public transport to reduce congestion and carbon emissions
- It was commented that similar schemes in neighbouring authorities had worked well

Councillor Martin Christopher, who had reserved his right to speak, advised that an effective bus shelter improvement programme was important and a vital step for the Council. The use of public transport was essential in the achievement of net zero emissions by 2030. Bus shelters displayed the City of Lincoln Council logo upon them and as such, if a bus shelter fell into disrepair, there was the potential that the perception of the Council could be negatively affected. Referencing amendment 2, it was noted that a small pot of funding to represent a number of people individually was positive.

Councillor Ric Metcalfe, using his right to reply, advised that bus shelter in disrepair would require the deployment of considerable resource. The Council position was that there was not surplus funding within the corporate repairs and management revenue. The issue arose from a legacy element. It was not the City of Lincoln Council's responsibility nor was a financial contribution possible. As a result of governance issues surrounding the dispensation of funding to small groups, amendment 2 would not be supported.

Having been proposed and seconded, the amendments were voted upon individually. In accordance with Council Procedure Rule 19.7, a recorded vote was taken for each amendment, the result of which were as follows:

Amendment 1:

For (10)

Councillor Alan Briggs
Councillor Martin Christopher
Councillor David Clarkson

Against (21)

Councillor Debbie Armiger
Councillor Biff Bean
Councillor Chris Burke

Abstention

Councillor Thomas Dyer
Councillor Matthew Fido
Councillor Clare Smalley
Councillor Hilton Spratt
Councillor Mark Storer
Councillor Rachel Storer
Councillor Edmund Strengiel

Councillor Sue Burke
Councillor Bob Bushell
Councillor Liz Bushell
Councillor Gary Hewson
Councillor Jackie Kirk
Councillor Rosanne Kirk
Councillor Jane Loffhagen
Councillor Rebecca Longbottom
Councillor Ric Metcalfe
Councillor Neil Murray
Councillor Donald Nannestad
Councillor Lucinda Preston
Councillor Naomi Tweddle
Councillor Pat Vaughan
Councillor Calum Watt
Councillor Joshua Wells
Councillor Emily Wood
Councillor Loraine Woolley

Amendment 2:

For (10)

Councillor Alan Briggs
Councillor Martin Christopher
Councillor David Clarkson
Councillor Thomas Dyer
Councillor Matthew Fido
Councillor Clare Smalley
Councillor Hilton Spratt
Councillor Mark Storer
Councillor Rachel Storer
Councillor Edmund Strengiel

Against (21)

Councillor Debbie Armiger
Councillor Biff Bean
Councillor Chris Burke
Councillor Sue Burke
Councillor Bob Bushell
Councillor Liz Bushell
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Councillor Neil Murray
Councillor Donald Nannestad
Councillor Lucinda Preston
Councillor Naomi Tweddle
Councillor Pat Vaughan
Councillor Calum Watt
Councillor Joshua Wells
Councillor Emily Wood
Councillor Loraine Woolley

Abstention

Amendments 1 and 2 were therefore declared lost.

Council returned to the original motion.

Councillor Edmund Strengiel referred to the Western Growth Corridor development and the build of two bridges with a suggested budget of £20M. It was noted that the proposed budget would not be sufficient to build and construct two bridges, both over Beaver Street and Tritton Road. Councillor Strengiel requested clarification.

Councillor David Clarkson referred to the climate emergency declared by the City of Lincoln Council in July 2019 and the commitment to achievement of net zero emissions by 2030. The estimated cost of improvement of Energy Performance Certificates (EPC) of the Council's housing stock was estimated to be circa £221.8M. The proposed MTFS had not proposed any provision for the cost to achieve net zero standards. Therefore, it was difficult to offer support for a budget that made no reference to a self-imposed target of 2030.

Councillor Neil Murray referred to the Western Growth Corridor development and the build of two bridges. Clarification was offered that one bridge was to be a pedestrian bridge. It was added that the Council had been inadequately funded since 2010 and cuts to budgets were necessary since that time. Recognition and gratitude was offered for funding for the Heritage Action Zone, Levelling up funding and Lincoln Town Deal funding.

Councillor Naomi Tweddle referred to the Lincoln Good Design Awards and the celebrations as part of the awards, of all the things the Council had achieved. The emergence from the Covid-19 pandemic had resulted in difficulties however investment was important, despite cuts to budgets. Lincoln had maintained delivery in spite of this. The Cornhill and Central Market were excellent examples of successes within the City.

Councillor Jane Loffhagen referred to the pride held for the City and the recognition that many town and city centres had become deprived in their appearance. There was many investment opportunities within the city as demonstrated by the Lincoln Town Deal programme. Referring to the Executives decision taken in February 2023, to disperse of Lincoln's famous Christmas Market, Councillor Loffhagen reiterated that there was no decision to take in the face of the report received from the Safety Advisory Group.

Councillor Chris Burke referred to the Council's fight to raise standards, especially demonstrated in the Sincil Bank area. Lincoln was a city we should all be proud of.

Councillor Lucinda Preston referred to Council's positive impact upon the City. She noted that maintenance, development and improvement of parks was important and the City Council worked hard daily. Her tributes were offered to all officers.

Councillor Hilton Spratt echoed comments from Councillor Lucinda Preston. The regeneration works to the City Centre had made Lincoln a better place to be both a tourist and resident. He offered his thanks to officers for their hard work. Recognition was given to the national issues identified in the proposed MTFS

however it was important to recognise and acknowledge international issues such as Covid-19 and the war in Ukraine.

Councillor Matthew Fido referred to the positivity that had occurred with the City. Residents expected the best from elected Members and a collaborative approach was positive.

Councillor Calum Watt referred to the MTFS and clarified that the proposal had been carefully considered and well thought out.

Councillor Ric Metcalfe, using his right of reply, referred to the previous thirteen years of austerity experienced which had necessitated budget cuts of circa £10M. Capacity had been affected however officers and members had done an extraordinary job maintaining service delivery despite significant cuts to budget.

Referring to Councillor Edmund Strengiel's comments, it was unknown if the budget of £20M for the bridges planned as part of the Western Growth Corridor development would be sufficient.

Referring to Councillor David Clarkson's comments, confirmation was given that the Council had an ambition to decarbonise. It was important to consider and attempt the impossible. The urgency compelled the Council's commitment to achievement as quickly as possible. A considerable number of the Council's housing stock was already reasonably well insulated and as such, we had begun from a positive point in the Council's ambitions.

Having been proposed and seconded, in accordance with Council Procedure Rule 19.7, a recorded vote was taken, the result of which was as follows:

For (21)	Against (10)	Abstention
Councillor Debbie Armiger	Councillor Alan Briggs	
Councillor Biff Bean	Councillor Martin Christopher	
Councillor Chris Burke	Councillor David Clarkson	
Councillor Sue Burke	Councillor Thomas Dyer	
Councillor Bob Bushell	Councillor Matthew Fido	
Councillor Liz Bushell	Councillor Clare Smalley	
Councillor Gary Hewson	Councillor Hilton Spratt	
Councillor Jackie Kirk	Councillor Mark Storer	
Councillor Rosanne Kirk	Councillor Rachel Storer	
Councillor Jane Loffhagen	Councillor Edmund Strengiel	
Councillor Rebecca Longbottom		
Councillor Ric Metcalfe		
Councillor Neil Murray		
Councillor Donald Nannestad		
Councillor Lucinda Preston		
Councillor Naomi Twedde		
Councillor Pat Vaughan		
Councillor Calum Watt		

Councillor Joshua Wells
Councillor Emily Wood
Councillor Loraine Woolley

The motion was declared carried.

It was therefore RESOLVED that the Medium Term Financial Strategy 2023-2028 and the Capital Strategy 2023-2028, including the following elements, be approved:

- The Council was a member of the Lincolnshire Business Rates pool in 2023/24.
- The General Fund Revenue Forecast 2023/24-2027/28, as show in Appendix 1 to the report, and the main basis of which this budget had been calculated (as set out in paragraph 4 of the report).
- The General Investment Programme 2023/24-2027/28, as shown in Appendix 2 of the report, and the main basis on which the programme had been calculated.
- The Housing Revenue Account Forecast 2023/24-2027/28, as shown in Appendix 3 of the report, and the main basis on which this budget had been calculated (as set out in paragraph 5).
- The Housing Investment Programme 2023/24-2027/28, as shown in Appendix 4 of the report, and the main basis on which this budget had been calculated (as set out in paragraph 7).

(Proceedings adjourned at 20:37)

(b) Council Tax 2023/24

(Proceedings resumed at 20:45)

The recommendations to the Council, as set out on pages 167 and 168 of the agenda and report pack, were duly moved and seconded and in accordance with the Council Procedure Rule 19.7, a recorded vote was taken, the result of which was as follows:

For (29)

Councillor Debbie Armiger
Councillor Biff Bean
Councillor Alan Briggs
Councillor Chris Burke
Councillor Sue Burke
Councillor Bob Bushell
Councillor Liz Bushell
Councillor David Clarkson
Councillor Thomas Dyer

Against (2)

Councillor Martin Christopher
Councillor Clare Smalley

Abstention

Councillor Matthew Fido
Councillor Gary Hewson
Councillor Jackie Kirk
Councillor Rosanne Kirk
Councillor Jane Loffhagen
Councillor Rebecca Longbottom
Councillor Ric Metcalfe
Councillor Neil Murray
Councillor Donald Nannestad
Councillor Lucinda Preston
Councillor Hilton Spratt
Councillor Mark Storer
Councillor Rachel Storer
Councillor Edmund Strengiel
Councillor Naomi Tweddle
Councillor Pat Vaughan
Councillor Calum Watt
Councillor Joshua Wells
Councillor Emily Wood
Councillor Lorraine Woolley

The motion was declared carried.

RESOLVED

That the following, as submitted, be approved:

(1) Acceptance of the 3rd January 2023 Executive recommendation that the Council Tax Base for 2023/24, as calculated in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, to be £25,249.48.

(2) That the following amounts be calculated for the year 2023/24 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992:

a)	£119,284,490	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
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b)	£111,728,580	being the aggregate of the amounts which the Council estimates for the items set out in
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Section 31A(3) of the Act.

- c) £7,555,910 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A (4) of the Act).
- d) £299.25 being the amount at 2(c) above (Item R), all divided by Item T (1 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- e) £0 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act
- f) £299.25 being the amount at 2c) above less the amount at 2e) above, all divided by the amount at 1 above, calculated by the Council in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year

g) **City of Lincoln Council**

A	B	C	D
£199.50	£232.75	£266.00	£299.25
E	F	G	H
£365.75	£432.25	£498.75	£598.50

being the amounts given by multiplying the amount at 2f) above by the number which, in proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular band divided by the number which in proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken for the year in respect of categories of dwellings listed in different bands.

- (3) That it be noted that for the year 2023/24 Lincolnshire County Council have provisionally stated the following amounts in precepts issued to the Council, in accordance with the dwelling bandings shown below:

Lincolnshire County Council

A	B	C	D
£1,002.42	£1,169.49	£1,336.56	£1,503.63
E	F	G	H
£1,837.77	£2,171.91	£2,506.05	£3,007.26

- (4) That it be noted that for the year 2023/24 Police & Crime Commissioner Lincolnshire have provisionally stated the following amounts in precepts issued to the Council, in accordance with the dwelling bandings shown below:

Police & Crime Commissioner Lincolnshire

A	B	C	D
£194.16	£226.52	£258.88	£291.24

E	F	G	H
£355.96	£420.68	£485.40	£582.48

- (4) That having calculated the aggregate in each case of the amounts at 2g, 3 and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following as the amounts of Council Tax for the year 2023/24 in accordance with the dwelling bandings shown below:

Total Council Tax Charge 2023/24

A	B	C	D
£1,396.08	£1,628.76	£1,861.44	£2,094.12
E	F	G	H
£2,559.48	£3,024.84	£3,490.20	£4,188.24

(c) Prudential Indicators 2022-2023 - 2025/26 and Treasury Management Strategy 2023/24

The recommendations to the Council, as set out on page 176 of the agenda and report pack, were duly moved and seconded.

On being put to the meeting, the motion set out above was declared carried.

RESOLVED that: -

- (1) The Treasury Management Strategy, including the Treasury Management Prudential Indicators and the Investment Strategy, as set out in section 3 and Appendix 1 to the report, be approved.
- (2) That the Minimum Revenue Provision Policy amended from 2022/23, as set out in section 4 to the report, be approved.
- (3) That the Treasury Management Practices, as set out at Appendix 5 to the report, be approved.

(d) Pay Policy Statement

The recommendation to the Council, as set out on page 256 of the agenda and report pack, was duly moved and seconded.

On being put to the meeting, the motion set out above was declared carried.

RESOLVED that: -

The Pay Policy Statement, as set out at Appendix A to the report, be approved.

(e) Independent Remuneration Panel-Comprehensive Review of the Members' Allowances Scheme

The recommendations to the Council, as set out on page 268 of the agenda and report pack, was duly moved and seconded.

On being put to the meeting, the motion set out above was declared carried.

RESOLVED that: -

- (1) An increase of 4.04% be applied to the existing basic allowance and special responsibility allowances from 1 April 2023.
- (2) The special responsibility allowance for the Chair of Audit Committee to attract the same special responsibility allowance as Scrutiny Committee Chairs.
- (3) That Schedule 3 – Travelling and Subsistence Allowances as detailed within the Member's Allowances Scheme, be updated to reflect HMRC's rates to 45p for the first 10,000 miles and 25p above 10,000 miles as detailed in Appendix B to the report.
- (4) That the Members' Allowance Scheme, as detailed in the Council's constitution, be amended accordingly to reflect the above resolutions by Council in respect of the basic allowance and special responsibility allowances.

(f) Appointment of Deputy Electoral Registration Officer

The recommendation to the Council, as set out on page 284 of the agenda and report pack, was duly moved and seconded.

On being put to the meeting, the motion set out above was declared carried.

RESOLVED that: -

- (1) That the Democratic Services and Elections Manager be appointed as the Deputy Electoral Registration Officer, with the full powers of the Electoral Registration Officer in their absence.

48. Receive Reports under Council Procedure Rule 2 (vi) from Members

(a) Report by Councillor Sue Burke, Portfolio Holder for Reducing Inequality

Councillor Sue Burke, Portfolio Holder for Reducing Inequality, provided Council with an update on the work of her portfolio.

Councillor Burke reported that the dedication of Council employees and elected Members had been especially important during the past year due to the impacts from the Covid-19 pandemic and evolving cost of living crisis. Collectively, the support and service provided by the Council to its residents during this time were a great achievement and an achievement that the authority should be especially proud of.

The report set out some specific key achievements that had been accomplished throughout the year and provided details in respect of the following:

- Welfare and Benefits Advice
- Welfare Reform, Covid-19 and the Cost of Living Support
- Housing Benefit / Council Tax Support
- Discretionary Rate Relief Policy
- Financial Inclusion
- Safeguarding
- Skills and Training (including Adult Learning and The Network)
- Homelessness and Rough Sleeping
- Asylum Seekers and Refugees
- Neighbourhood Working
- Equality and Diversity – Employer Perspective and Service User Perspective
- Public Protection and Anti-Social Behaviour (PPASB Team)
- CCTV Service
- Lincoln Community Lottery
- Lincoln Social Responsibility Charter
- Holocaust Memorial Day
- Looking Ahead

Councillor Burke concluded presentation of her report with a summary of what was to come over the coming municipal year. It was important to continue to provide vital services to those most in need and to continue to drive forward the reducing inequality agenda across the Council and the City.

Members expressed thanks to Councillor Sue Burke for her informative report and excellent work within the portfolio.

Question: Made reference to page 289, paragraph 3, 'Protecting Vulnerable People' training. Could the Portfolio Holder ensure that a training offer would be provided to all Members?

Response: The request would be followed up further to the meeting.

Comment: Further prevention for the issue of persistent dog fouling would be especially useful in the future.

Response: The comments regarding dog fouling were noted.

RESOLVED that the report be noted with thanks.

Present: None. (*in the Chair*),
Councillor Debbie Armiger, Councillor Biff Bean,
Councillor Alan Briggs, Councillor Chris Burke,
Councillor Sue Burke, Councillor Bob Bushell,
Councillor Liz Bushell, Natasha Chapman,
Councillor Martin Christopher, Councillor David Clarkson,
Councillor Thomas Dyer, Councillor Gary Hewson,
Councillor Rebecca Longbottom,
Councillor Adrianna McNulty, Councillor Ric Metcalfe,
Councillor Neil Murray, Councillor Donald Nannestad,
Councillor Mark Storer, Councillor Rachel Storer,
Councillor Edmund Strengiel, Councillor Naomi Tweddle,
Councillor Pat Vaughan, Councillor Calum Watt,
Councillor Aiden Wells, Councillor Joshua Wells,
Councillor Emily Wood and Councillor Loraine Woolley

Apologies for Absence: Councillor Matthew Fido, Councillor Bill Mara,
Councillor Lucinda Preston, Councillor Clare Smalley,
Councillor Hilton Spratt and Councillor Dylan Stothard

1. To Elect the Mayor for the Ensuing Year

On the nomination of Councillor Chris Burke and seconded by Councillor Joshua Wells it was

RESOLVED that Councillor Biff Bean be elected as Mayor of the City of Lincoln for the ensuing year. Councillor Bean made and subscribed the Declaration of Acceptance of Office and took the Oath of Allegiance. The newly elected Mayor then returned thanks for his appointment.

(The Mayor [Councillor Biff Bean] took the Chair)

2. To Appoint the Sheriff for the Ensuing Year

It was moved by Councillor Emily Wood, seconded by Councillor Calum Watt and

RESOLVED that Councillor Neil Murray be appointed Sheriff of the City of Lincoln for the ensuing year. The newly appointed Sheriff made and subscribed the Declaration of Office, took the Oath of Allegiance and returned thanks for his appointment.

3. To Appoint the Deputy Mayor for the Ensuing Year

Upon the announcement of the Mayor it was

RESOLVED that Councillor Alan Briggs be appointed as Deputy Mayor for the ensuing year.

4. Vote of Thanks to the Retiring Mayor

It was moved by Councillor Gary Hewson, seconded by Councillor Rebecca Longbottom and

RESOLVED that the thanks of the Council be accorded to the retiring Mayor for the manner in which she discharged her duties during her period of office.

5. Vote of Thanks for the Retiring Sheriff

It was moved by Councillor Chris Burke, seconded by Councillor Sue Burke and

RESOLVED that the thanks of the Council be accorded to the retiring Sheriff for the manner in which she discharged her duties during her period of office.

6. To Appoint to Committees, Outside Bodies and Advocacy Roles

It was moved, seconded and

RESOLVED

(1) That the schedule of appointments to the Executive be noted.

(2) That the schedule of appointments to Committees and Sub-Committees; Chairs and Vice-Chairs; Advocate Roles for 2023/24; and Outside Bodies be approved.

Report by Councillor R Metcalfe – Portfolio Holder for ‘Our People and Resources’

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1 - Introduction

This report provides an update on the Council's current progress towards our Vision 2025 strategic plan, together with updates on each of the service areas under my portfolio focusing on the past twelve months.

Over the past year it has been reassuring to see the city has continued to recover from the impacts of the pandemic. However, whilst this is extremely encouraging after a difficult time for all, we must not lose sight of the current challenges the city is now facing, such as those linked to the cost of living crisis, and ensure these challenges remain a key focus for the Council. This will

ensure our residents continue to receive the support they need and the best possible service from us.

These challenges and the need to provide additional support for our residents come at a time when the financial sustainability of the Council also continues to be challenging - the Medium Term Financial Strategy 2023-2028 sets out a need to deliver total annual revenue savings of £1.75m by 2026/27.

2 - The Council's priorities

In this section I have outlined the key activities the Council has undertaken to support our staff and Lincoln's residents during the past twelve months. Also provided is an update on the Council's strategic plan, Vision 2025.

Our people

Throughout the past year both Council staff and elected members have continued to go the extra mile to support Lincoln's residents. This has been at a time when demands on the Council have continued to rise, driven largely by the current cost of living challenges and the ongoing recovery of the city following the Covid-19 pandemic.

We have seen staff return to the office on a more routine basis, however, many continue to have the option to work in a hybrid style being based both at home and in the office, which has demonstrated the Council's flexibility towards meeting the needs of the business and our employees and has helped to further improve staff morale.

The key to effective service delivery has always been and will continue to be a highly committed and motivated workforce. It has also therefore been paramount that our staff have been well supported during this time. To ensure this has been the case a wide range of training & support measures have been implemented over the past 12 months. Details of these measures are provided in the Human Resources update of my report commencing on page 11.

Our services

In direct response to the challenges our residents have faced over the past year and continue to face, we have worked hard to ensure our services and the support we can offer has reached those in need. Some examples of this work are provided below:

- Our Revenues and Benefits Team has continued to experience significant levels of demand, which has further continued to be impacted through the delivery of several additional schemes to assist residents and businesses through Covid-19 and then into the cost of living challenges. However, the team has continued to provide a significant level of proactive and holistic support to our service users. Details of these additional schemes have been included in the Revenues and Benefits Shared Service update on pages 6 & 7 of my report.
- The hard work of our Welfare Support teams has ensured our residents have continued to receive prompt, essential welfare and benefits advice
- Across the Directorate for Housing and Investment, our housing teams have worked extremely hard maintaining Council homes to ensure they meet the decent homes standard, returning void properties back into use and collecting rent
- The Housing Solutions Team has continued to provide invaluable support to our residents who are homeless or who are at risk of becoming homeless

- Our Housing and Planning teams have worked to deliver much needed new affordable homes in the city on Rookery Lane
- The Customer Services Team has managed an increasing number of telephone calls and e-mail enquiries as residents seek advice and support from the Council
- The Council's Communication Team has provided clear guidance to residents and businesses on how they can access help and support. This communication has primarily been via our website and social media channels and has included the use of videos and a range of other media types to help effectively engage with our customers.
- The Council has continued to be a provider of apprenticeships. These apprenticeships have been across the areas of Business Administration, Customer Service, Team Leading and Management delivered by the Work Based Learning Team, together with Craft apprenticeships delivered by the Housing Repairs Service.

Vision 2025

The Council's Vision 2025 strategic plan was adopted by Executive on 24th February 2020. Due to the pandemic the delivery of this plan was put on hold as the duties of many of our employees were reprioritised to provide emergency support to our residents and businesses. Work on the delivery of this plan recommenced in 2022 in line with the recommencement of services and the return to more normal working conditions.

Whilst delivery of this plan has continued to be challenging as a result of the financial and resource pressures being faced by the Council, listed below are some of the key Vision 2025 projects progressed over the past 12 months -

- Plans for the development of the Western Growth Corridor in the west of the city have continued to be progressed following receiving formal planning approval in 2022. The development will supply the city with 3,200 much needed new homes, a leisure village, industrial park, and transport infrastructure. Development work is expected to commence on site in 2023.
- The renovation and repurposing of Lincoln Central Market has continued. When complete this facility will provide a strong, sustainable indoor and outdoor market offer in Lincoln.
- Development of a residential scheme on land off Rookery Lane has been completed. The successful completion of the development has delivered a mix of affordable two, three, and four-bedroom houses, two-bedroom bungalows and one-bedroom flats.
- The Heritage Action Zone regeneration work has continued. The programme aims to maintain, protect and restore city centre shop fronts, historical buildings and heritage sites at risk, together with a public engagement strand based around cultural activity
- Delivered the Lincoln Good Design awards, celebrating great architectural design in planning applications received over the last two years
- Significant progress has been made with the re-imaging of Greyfriars, which was successful in securing its round two funding bid from the National Heritage Lottery Fund of £1.952m in October 2022
- Working in partnership with the Council, Heritage Trust Lincolnshire has secured funding for the Harlequin Project from the Architectural Heritage Fund, which will bring the Michaelgate properties, as the first part of this project back into use, with works anticipated to start later in 2023.
- Progress has continued on the Digital City agenda, which aims to see Lincoln becoming a smart place that is truly digitally enabled - having smart digital networks will support business innovation as well as access to transport, healthcare and a range of other services.
- Development of our workspaces and business premises offer has progressed helping to ensure businesses of all sizes and types can make Lincoln their home.

- Projects being delivered under the Town Deals work programme have continued to be progressed, such as improved transport schemes in the Sincil Bank area of the city.
- We have continued to deliver the Sincil Bank revitalisation project with the aim of making the area a better place for people to live and work.
- A review of the Central Lincolnshire Local Plan has been undertaken, which sets out where and how the city is going to develop over the next 20 years
- Work to promote our green spaces and leisure areas has continued with the aim of inspiring residents to lead a healthy lifestyle.
- The Council has commenced work on the creation of Hope Wood on Council-owned land. The aim of the project is to enhance the existing biodiversity of the area through thoughtful planting of thousands of trees and shrubs. Upon completion of the works, the area will be an accessible space for residents and visitors to enjoy for years to come.
- Completed works on the regeneration of Boutham Park lake followed by an extensive community involvement scheme to encourage local people to become actively involved in the park
- Completed major construction work to the dam wall in Hartsholme Country park
- Undertaken further work to develop a cultural partnership for the city, which will lead to a new events and festivals strategy for Lincoln
- Supported work to create Bio havens on the Brayford, and have since commenced a project assessing how more greenery can be introduced into the city centre
- Work has commenced on the development of a District Health and Wellbeing Strategy focused on improving the health of residents across the district.
- Grant funding has been made available to address issues of poor insulation and heating within the private sector.
- Following securing Safer Street funding the Council has upgraded its CCTV server room and installed a total of 34 CCTV cameras in Abbey, Carholme, Castle and Park wards. This has help provide safer routes for visitors, residents and students who choose to walk home after a night out in the city centre.
- Following completion of the De Wint Court supported housing development, a review of our other supported housing stock within the city has commenced. The review aims to assess the ongoing needs of our tenants alongside our Council housing stock
- We have continued to deliver a campaign which encourages Private Sector landlords in the city to sign up to the Trusted Landlord Scheme
- We have worked with partners on the Lincoln Climate Commission to develop a Climate Action Plan. This follows City of Lincoln Council being the second council in Lincolnshire to declare a climate emergency
- The Council has achieved 'Green' level Environmental Management Accreditation by 'Investors in the Environment'.

In addition to the key achievements above, details of other service specific achievements contributing to Vision 2025 and linked to my portfolio are provided in the next section of my report titled Key achievements in 2022/23 – Our People & Resources.

With the Council continuing to face increasing demands and pressures to mitigate the challenges our residents, businesses and the Council itself is facing, our staff and elected members should be extremely proud of the progress that has been made on Vision 2025 to date and the high standard of services and support which has continued to be provided to our residents during such a challenging time.

3 - Key achievements in 2022/23 – Our People & Resources

Financial Sustainability

Much has changed over the last twelve months, with spiralling inflation pushing up the cost of delivering services, soaring energy prices and the rising costs of pay for our own staff, adding significant cost pressures to the Council's budgets. These are in the main caused by national issues, which are beyond our control and that are impacting all councils.

In addition, we are facing growing demands for some of our key services as those more vulnerable in the city look to the Council for support as the cost of living crisis makes it harder for local people to make ends meet.

These new financial challenges come at a time when the Council is still recovering from the lasting impacts of the Covid-19 pandemic and after facing a decade of reductions in central government funding.

These unforeseen and unavoidable new financial pressures are not temporary spikes that will fall away as the economy improves, they represent ongoing increases in Council's net cost base and will only widen the gap between our income and expenditure.

There also remains continued uncertainty around future levels of government funding, with some key changes to how the overall pot of funding for local government is apportioned to each council still to be implemented, and with no clear date of when this will happen. It is anticipated that these changes will have a damaging impact on our resources reducing the amount of business rates we keep and the levels of government grants we receive.

We also know that there is a large national budget deficit that has arisen as a result of the financial measures the Government implemented during the pandemic and more recently in response to the cost-of-living crisis. This deficit will need to be addressed and will likely further impact on the funding available to councils in future years.

In response to the financial challenges that all councils are facing, the government has provided some short-term increases in funding to help deal with inflationary and other cost pressures they face. This comes along with an expectation that council tax will also need to increase in order to help fund the pressures. This leaves councils with a difficult choice between increasing council tax on hard-pressed households during a cost-of-living crisis and potentially having to reduce vital front-line services.

As a result of this time-limited increase in funding and due to a delay in the implementation of key changes in the distribution of funding to councils, we were able to approve a budget for 2023/24 without needing to increase the existing level of savings. However, there still remains underlying and existing financial pressures, with the Council continuing to face significant challenges in balancing future years budgets. The Medium Term Financial Strategy 2023-2028 sets out a need to deliver total annual revenue savings of £1.75m by 2026/27.

In this current difficult financial situation, our financial strategy has been, and will continue to be, to ensure we maintain a sound and sustainable financial position. The key way to do this is by bringing our service costs in line with available funding, through changing the way in which we deliver services, and ultimately the range and scale of services we can continue to deliver. Alongside this, we will continue to use our influence and direct investment to create the right

conditions for Lincoln's economy to recover and grow, leading to increased revenue streams in the longer term.

The Council will continue to build on its successful financial planning to date and will seek to protect the core services for the people of Lincoln, whilst at the same time prioritising resources for investment in the City, and its economy, and driving forward Vision 2025.

Revenues and Benefits Shared Service

Our Revenues and Benefits shared service with North Kesteven District Council continues to perform successfully and has now been in operation for twelve years, having formed in June 2011.

The last twelve months have presented a number of resource-intensive challenges to this service, which are outlined in more detail below.

As with many other Council services, the impacts of Covid-19 have been significant, which has then been compounded by the well-documented national and local cost of living challenges. Work undertaken by the Revenues and Benefits Service has included:

- Collection and recovery of monies due to the Council
- High levels of Benefit and Council Tax Support claims and correspondence
- Household Support Fund (several rounds of this fund)
- Discretionary Housing Payments
- Council Tax energy Rebate scheme
- Covid Additional Relief Fund (to businesses)
- Expanded Retail Discount (to businesses)

Service performance

For the financial year 2022/23, the in-year collection was up by 0.15% compared to 2021/22. Although performance has not yet returned to pre-pandemic levels of collection, to increase both in-year collection rates is a positive achievement in light of the significant impacts of the cost of living challenges. Collection of Council Tax is a fine balance of collecting vital monies due promptly whilst making repayment arrangements as appropriate, so that undue financial hardship to taxpayers is avoided.

In terms of Business Rates, for the financial year 2022/23 the in-year collection for Lincoln is up by 0.74%. It should be noted that performance in financial years since the start of the Covid-19 pandemic is not wholly comparable 'like for like' due to differing levels of discounts / reliefs available, however, the high level of in-year collection is positive particularly in light of the economic climate and significant challenges for businesses over the last three years.

As at the end of the financial year 2022/23, outstanding Revenues documents stood at a total of 637. This figure is significantly lower than at the end of 2021/22 (total 2,045), with progress being made in the latter half of 2022/23 due to a number of reasons, including recruiting to vacant positions and the reallocation of resources to 'core' Revenues work following delivery of the Council Tax energy Rebate scheme. However, there are again currently vacant positions on this team – it is hoped these are recruited to as soon as possible to help curb the rising level of outstanding work in 2023/24 so far. To give some context as to the workload of the Revenues Team, for the Council Tax Administration Team alone (covering Lincoln and North Kesteven); in 2022/23 21,473 items of Council Tax post were received, as well as 44,846 telephone calls taken.

In-year collection for the Lincoln BID Levy for the year ended 30th June 2023 is 97.21%, which is slightly down on last year's collection (by 0.16%). However, this remains an extremely positive rate of in-year collection, particularly bearing in mind the challenging economic climate for many businesses.

Welfare

Both the Welfare Reform Support Team and Welfare Teams within the shared service continued to receive extremely high levels of demand in 2022/23, with residents understandably needing support and advice more than ever – particularly in light of increased living costs. 7,637 (2021/22 was 6,848) Lincoln residents were given welfare / benefits advice and 127 (2021/22 was 134) money advice referrals were dealt with. Advice provided enabled £28,257 additional benefits entitlement per week, and lump sum awards totalling £299,598. Discretionary Housing Payments of £140,608 were awarded, over £6 million in Council Tax energy Rebate, as well as £619,820 to residents through the Household Support Fund.

The shared service continues to deliver significant savings across the partnership, whilst continuing to provide vital, tailored customer-focussed services to our residents and businesses, working closely with partners, such as foodbanks, Community Grocery, Department for Work and Pensions, Citizens Advice and Age UK.

Procurement

Whilst in previous years the financial situation meant that procurement was one of the areas where there is potential to generate savings, the impact of the pandemic, war in eastern Europe and Brexit have meant that we are now being faced with significant inflation increases which we cannot control. However, the Procurement Manager in conjunction with operational leads and finance colleagues will endeavour to help mitigate some of these increases by looking at various options in relation to procurement.

Significant procurement support has been provided within the last year to a number of the key strategic priorities including the Housing IT provision and procurement of the Grounds Maintenance, Street Cleaning & Waste Collection provision, as well as a number of the priorities of Vision 2025.

The Procurement Manager as part of her duties continually reviews whether there are any potential spend areas and/or contracts, which could be renegotiated or procured in order to generate savings. At present there are no significant areas to report but when they do arise, these will be reviewed in more detail with the operational lead.

Property Services

The Property Services Team comprise of the Facilities Management Team and the Estates and Surveying Team, which cover all of the Council's corporate assets.

In terms of the maintenance of the Council's corporate assets, the Facilities Management Team has continued to deliver a programme of responsive and cyclical repairs and maintenance to the Council's assets of over £550k. In addition to this, capital investment works have also been undertaken during the year, the most significant of which was the refurbishment of the Yarborough Leisure Centre pool hall ceiling and associated mechanical and electrical installations, allowing the pool to be reopened to the public in January 2023. Other capital works have also taken place

in completing the refurbishment of the crematorium, repairs to multi-storey car parks, internal redecoration of the Guildhall and terracing works at the Grandstand.

The Estates and Surveying Team have continued to provide a strategic and operational property and land management service, including lettings of investment properties, property reviews, valuations and disposals.

The team is also leading on two Vision 2025 schemes: the Re-Imaging Greyfriars project, which was successful in securing its round two funding bid from the National Heritage Lottery Fund of £1.952m in October 2022. This funding forms part of the overall project to invest £3m to bring this unique heritage asset back into use. Work is now underway in procuring a contractor with an anticipated start on site in early 2024. The second scheme is in relation to developing options for 20/21 High Street and 404/42 Michaelgate (known as the Harlequin Project). Both of these schemes are being progressed in partnership with Heritage Trust Lincolnshire. Whilst significant progress has been made with Greyfriars, the Harlequin Project is still in its initial development phase, although Heritage Trust Lincolnshire has secured funding from the Architectural Heritage Fund to undertake improvement works to the Michaelgate properties to bring these back into use, with works anticipated to start later in 2023.

Emergency Planning

The Emergency Plan provides a framework for the control and co-ordination of a response to an emergency affecting the Council and is usually refreshed annually. Our plan supports our duty under the Civil Contingencies Act 2004 to be prepared and work in partnership in the event of an emergency.

We work on an ongoing basis with the Lincolnshire Resilience Forum (LRF). The LRF is a multi-agency partnership made up of representatives from local public services, including the emergency services, local authorities, the NHS, and others. These agencies are known as Category 1 Responders.

Whilst the LRF is not a statutory body, it is a statutory process made up of many different statutory bodies. This partnership is supported by Category 2 responders. They have a responsibility to co-operate and to share relevant information with the LRF. These responders include the Highways Agency, Public Utilities, British Red Cross, the MoD and the two Drainage Boards.

In an incident, everyone comes together to help the people of wherever the incident is by responding in a way that minimises the impact on the public, property, and environment of Lincolnshire.

We have a full out of hours rota for strategic (gold) and tactical (silver) commanders for emergency planning purposes. Gold is staffed by the Chief Executive, Directors and Assistant Directors and silver predominantly by Service Managers. Refresher training is under way for all of those staff on those rotas.

During the last year officers have been involved in two large emergency planning exercises – FloodEX and Exercise Mighty Oak. FloodEX was an exercise for 20 Local Resilience Forums along the East Coast and the River Trent focussed on a significant flooding event. Mighty Oak was a Lincolnshire event based around a national power outage. Learning from both of these will feed into our emergency and business continuity plans.

Over the last year the LRF have rebranded and have commenced a number of projects that we are involved with to make their work more visible and accessible to the general public and businesses in the county.

Business Continuity

Business Continuity Management is a framework that assists in the management of risks, which might impact the smooth running of the Council or the delivery of key services. These risks could be from the external environment (e.g. power outages, severe weather etc.) or from within an organisation (e.g. systems failure, loss of key staff). Well organised Business Continuity plans will facilitate the recovery of key business systems within agreed timescales whilst maintaining the Council's critical activities and the delivery of vital services to the public.

Business Continuity Management complements and interrelates with other corporate activities, notably risk management and emergency planning.

The Council's overarching business continuity plan is reviewed on annual basis, with the last significant refresh undertaken in 2021 to reflect the new operating arrangements post Covid-19. The annual review in 2022 was not undertaken, however, this is scheduled for 2023. We also have critical service area plans all of which undergo an annual review, led by the service area, and supported by the Council's Emergency Planning Officer who is from the Joint Emergency Management Service at Lincolnshire County Council. The services which form this critical service list have been reviewed during 2022/23, with the removal of some services from the list and the addition of others.

Now that the Council's IT Disaster Recovery Plan has been drafted, the focus of the review of critical service area plans in 2023/24 will be to ensure that these align with the IT Disaster Recovery Plan and to develop a programme for desktop exercises to test the plans. In addition the reviews will take into consideration any learning from the recent national exercise, Operation Mighty Oak, which focussed on power outages.

Risk Management

The Council continues to develop and monitor key risks, which are those which could affect the Council's ability to achieve its priorities during the year.

Elements of Risk Management are commissioned from Lincolnshire County Council's Assurance Lincolnshire service in order to provide the level of expertise that we require. The development and monitoring of the Council's strategic, operational and project risk registers, however, remains a role that is undertaken by the City of Lincoln Council through the Corporate Management Team and Directorate Management Teams.

The Strategic Risk Register for 2022/23 was initially formulated by the Corporate Leadership Team in April 2022, and as part of the reporting protocol within the current Risk Management Strategy, both the Executive Committee and Performance Scrutiny Committee receive reports on the Strategic Risk Register to consider the status and movement of all strategic risks at that particular point in time. The initial Strategic Risk Register for 2022/23 contained 12 strategic risks. Since then, risks have been mitigated against with adequate controls put in place resulting in some positive movements in the risk scores. In addition there has been 1 new risk that has emerged during the year, and as at the end of quarter 4 there are now 13 strategic risks.

Each Directorate identifies key risks within their service areas creating a Directorate Risk Register. These registers contain risks that are mainly of an operational nature. A review of the Risk Management strategy and toolkit is scheduled for 2023/24 followed by a training programme for both officers and members.

Corporate Health & Safety

A comprehensive two year rolling Health & Safety Development Plan is in place and is prioritised according to risk. It is fully resourced and is approved and monitored by the Health & Safety Champions Group.

The main focus for the Corporate Health & Safety Team over the last year has been on launching the online risk assessment system, which has been rolled out across all Departments and now holds over 300 risk assessments on a central register with automatic reminders to the risk owners to manage the risk assessments relevant to the work activities of each service area. This is a significant improvement to the council's health and safety management system and provides increased assurance that that health and safety risks are being managed.

The Health & Safety Hub is now fully functional on the intranet and provides health, safety and welfare information to managers and employees. Health & Safety E Learning courses have also been developed and there are more than 20 different topics available for staff to be trained inhouse.

Personal safety continues to be an ongoing priority and the Council has a responsibility to protect lone workers who are potentially exposed to conflicting situations such as unacceptable behaviour during their work. In 2022 around 280 employees were issued with new up to date technology Reliance personal safety devices and were trained in the use and management of the devices.

Safety Assurance Team

There have been several staffing changes to the Safety Assurance Team in the last 12 months, with a couple of vacancies at present.

The management of asbestos in the Housing stock continues to be managed through the team. The asbestos management software 'Asbestos Pro' is being used to store data relating to asbestos and is accessible to operatives and contractors to interrogate prior to undertaking works.

Re-inspections of Asbestos Insulating Board (AIB) across the Housing stock and Asbestos Containing Materials (ACM) within communal areas, including tower blocks, are being undertaken in house with external contractors being utilised for further surveying and any removals.

A dedicated Fire Risk Assessor has been engaged to undertake the Fire Risk Assessments to the communal areas in low rise purpose-built blocks of flats with good progress being made.

With the implementation of the Building Safety Act and the requirement for the high rise tower blocks to be registered with the building safety regulator and have a building safety case produced, work continues to ensure the deadlines are met.

Lincolnshire Fire and Rescue have conducted fire safety audits at the three high rise tower blocks and undertaken an exercise at Jarvis House. This is designed to test readiness and procedures in the event of any threat to the building and our tenants.

The Safety Assurance Team continue to work jointly with Lincolnshire Fire and Rescue to provide and produce updated information on high rise and sheltered schemes.

Human Resources

Health and Wellbeing

The Human Resources Team has continued to focus on employee mental and physical health & wellbeing over the past 12 months. To support this area of work, the team is a member of the Lincolnshire Wellbeing Network where representatives from the different local authorities in Lincolnshire can share ideas and best practice.

Several health and wellbeing topics have been shared over the past 12 months to raise awareness to employees of support available. These include:-

- Financial wellbeing
- Menopause awareness month
- Men's health month / Movember
- Knowing your numbers
- Stress awareness
- Looking after your mental health in Winter
- Time to talk day
- World sleep day
- HAY Lincolnshire website
- Mental Health Awareness weeks

The Council's Mindful Employer Charter status has been successfully renewed this year. This process reviewed the Council's commitment to the Charter for Employers who are Positive about Mental Health. Of particular note during the review was the Council's commitment, training and work in supporting employee wellbeing, with some positive examples including -

- the Council's promotion of the Mindful Employer initiative to employees and job applicants by way of our website, staff intranet pages (the Hub), recruitment page and e-mail signatories
- the Council's training on mental health awareness specific to line managers
- good practice in supporting employee wellbeing including the Employee Assistance Programme (EAP), Mental Health First Aiders, mental health awareness resources and a wellbeing strategy

Between June and October 2022, 166 employees took part in the Virgin Pulse Go Challenge, which is a holistic wellbeing platform aimed at driving improved health and wellbeing behaviours and habits. Outcomes aimed for are greater health awareness, behaviour changes for sustained health / wellbeing habits and improved overall health. Participation saw incremental improvements in participants daily behaviours to promote better health with overall positive results.

Leadership Development

The leadership development three day programme has continued over the past year with aspiring Team Leaders being the next cohort to attend. The feedback has been very positive from participants.

Staff Engagement

A staff survey was carried out between 16th May 2022 and 15th June 2022. All employees were eligible to complete the survey through an online form, with 55% of employees taking part.

The themes included in the survey were –

- Job effectiveness
- Employee contribution, performance and reward
- Council culture
- Services provided by the Council
- Equality and diversity
- Health and wellbeing
- Communication

Following the survey an action plan has been developed, which is monitored through the Organisational Development Board.

Policies and Procedures

The Human Resources Team continue to review Human Resources owned policies to ensure clarity, best practice, and compliance with legislation. The reviews are incorporated within a timetable to ensure that all policies are checked at least every three years. Trade Unions have been actively involved in these reviews. As part of each review, training continues to be provided for all staff who have supervisory duties.

Fostering Friendly Employer

The Council has been approved as a Fostering Friendly Employer meaning the Council supports and recognises the roles of our employees who foster. The Maternity, Paternity and Adoption Leave policy has been updated to include a section which offers additional leave of up to five days for those applying to become foster carers or those who have a foster child in placement.

Work Based Learning (WBL)

Over the past 12 months the Work Based Learning Team has continued to deliver apprenticeships as a supporting provider in partnership alongside main providers First College and LAGAT College. The team is proactive in the support of learners and continually receives positive feedback and good success rates.

In December 2022 confirmation was received that the team successfully continue to meet the criteria in relation to the Matrix Standard. This standard was also demonstrated through the challenges of the pandemic. The standard is the Department for Education's standard for ensuring the delivery of high-quality information, advice, and guidance (IAG). Feedback received was extremely positive with many of our strengths observed including:-

- the strong value of communication at all levels
- professionalism, training, and delivery
- enrichment activities

- the involvement of workplace supervisors from recruitment through to the celebration of achievement and success
- review processes
- career support
- our holistic approach
- the ability to adapt and support and how we consistently reinforce our objectives, outcomes, and values.

The Council continues to display the matrix quality mark as an accredited organisation to demonstrate that we offer high quality IAG services.

During February / March 2023 the team were subject to an Ofsted inspection as a subcontractor for First College. The inspection was conducted under the new Education Inspection Framework and was a 'Full Inspection'.

The team is extremely proud that First College has sustained its status as a 'Good' provider. This is an excellent result which clearly underpins the commitment of the Work Based Learning Team in the delivery of high-quality learning and in the care and support of our learners; none of which would be achieved without the commitment and support of all our learners and First College.

The Work Based Learning Team continue to deliver to all learners on programme across Business Administration, Customer Service, Team Leading and Management apprenticeships. The new apprenticeship standards continue to be delivered and our apprentices on the new final tests on End Point Assessment were successful and all achieved a distinction.

Our ethos remains to 'grow our own' and despite a decline in numbers on programme for the past academic year, several of our apprentices have secured permanent positions at the Council.

Craft Apprenticeship Scheme

The Housing Repairs Service currently has two craft apprentices who are approaching the end of their first year. The apprentices are working in the areas of electrical and plumbing. Positive feedback has been received from both of these apprentices with the regard to the scheme. This is really encouraging and helps to demonstrate the value of these opportunities being made available by the Council.

Due to the uncertainty during the pandemic, the Housing Repairs Service looked at developing internal staff members along with working with the unions to create trainee opportunities, particularly around difficult-to-employ trades. These opportunities have enabled one staff member to train as a plasterer and also enabled the team to take on a full-time college trained plasterer with limited site experience. Both have been successful, with the college trained plasterer specifically being able to improve his confidence to carry out work independently.

Unfortunately, the Housing Repairs Service has struggled to recruit an electrician onto the craft apprenticeship scheme, with there being very little interest in the position despite advertising three times. However, the service has been approached by a part-qualified electrician and it is hoped to move this individual onto a trainee program in the near future. Work is ongoing with a local college to develop a suitable program for the individual.

Looking ahead the Housing Repairs Service will continue to focus on the workforce, identify areas of future pressure points regarding labour, and establish apprenticeship programs around expected trades.

In addition, the service will continue to work with local groups that come forward and identify where we could offer support and opportunities for those looking to develop their skills in specific trades.

Corporate Communications and Media Relations

Our Communications Team continues to ensure our reputation is maintained and enhanced wherever possible.

Some of the successful work the team has been involved with this year has included:

- On Facebook, the number of people following the Council has been increased to around 11,000 accounts now following the corporate account. And, on Twitter, there are almost 16,700 followers to the corporate account.
- Promotion of greening the city with drone footage of Lincoln, which will continue to be pushed over the coming year
- Creation of Cost of Living Leaflet (three editions to date), with more than 10,000 printed and distributed to residents, alongside digital copies sent via stakeholders
- Positive promotion of the High Street Heritage Action Zone programme of works, including St Mary's Guildhall, works at St Mary le Wigford, Lincoln Central Market and Barbican
- Ahead of works to Greyfriars, an interactive video was created using drones to create a virtual tour of this fantastic building, reaching almost 10,000 people on Facebook alone
- A renewed focus on the promotion of Lincoln Community Lottery and our Social Responsibility Charter, using a variety of communications tools and methods
- Successful promotion of the 40th, and final, Lincoln Christmas Market – once again reaching more than 2.5m on social media in the week before and during the event
- Production of two videos highlighting the benefits of the warm spaces available to residents in the city during winter, which were circulated for use across the county
- A successful video and photoshoot announcing the completion of the social housing development at Rookery Close, where the Council delivered 44 new council homes
- The 2023 city elections, and the introduction of voter ID, were very well supported – with large posters on the sides of our bin lorries, messages in Council Tax leaflets and 10k runners packs, videos and graphics on social media and a joint campaign with other district councils in the county covering radio and print advertising
- The team has expanded with the appointment of a new Senior Communications Officer on a two-year fixed contract covering the Town Deal and Western Growth Corridor projects
- Two members of the team were appointed joint-chairs of the county-wide cost of living challenge communications group, whose work continues
- The team has re-launched the video 'In Brief' bulletin for staff, which is issued fortnightly to all staff to keep them up to date with Council matters
- Western Growth Corridor news pushed and promoted, with communication to residents and the general public, including a resident's event in March 2023. This includes a new e-newsletter, which will allow residents to have up-to-date information sent straight to their inboxes, with printed newsletters available for those who request it
- Ongoing communications for the Be Lincoln Town Deal brand, regular updates to the social media channels and website and quarterly communications reports to Town Deal board
- Lincoln Central Market video series promoting the new plans, sustainability, history and new features of the project

Civic and International Partnerships

Lincoln Guildhall

The Guildhall has, again, been recognised at the number one “Thing to Do” in Lincoln based on Traveller Reviews on TripAdvisor. This has been the situation for almost a full 12 month period and tourists from around the country and indeed the world continue to visit the Guildhall based on these reviews and recommendations.

Combined tours of the Guildhall and Posterngate will continue following a short break over the winter. The Civic Team anticipate that they will be as popular as ever.

A lot of media interest has been shown more recently regarding the Guildhall, with a feature on the Guildhall recently being published by the Lincolnite. Visit England have visited for their “secret shopper” assessment and the Guildhall scored extremely highly again, which has led to two nominations by the assessors for special Visit England Awards, Best Told Story and the Welcome award. The outcome of this has not yet been published.

Collaborations with Bishop Grosseteste University (BGU) and the University of Lincoln continue to evolve. The archaeology students from BGU have been using the Guildhall for their studies, and recently new equipment purchased from a substantial funding award to BGU was used for the first time at the Guildhall to begin a digital record of the building in 3D. The Lincoln Charters Project continues into its fifth year, with exciting digital work being undertaken with the collection. This work has resulted in several students volunteering with us working on our deposit in the Lincolnshire Archives, and two Masters students using the Richard II sword and the Charles I mace respectively for their research and subsequent dissertations.

Mayorality

For 2023, the traditional Mayor Making Ceremony returned to the Guildhall in May. The Mayoral Year for 2022 was extremely busy, with the Mayor and Sheriff attending many events throughout the year including the Jubilee, Mourning and Coronation events across the City.

Civic Events

Civic events organised by the Civic Office continued to take place throughout 2022 and into 2023. Some of these events will include the visit of the Lord Mayor of Bradford, Remembrance Service at the War Memorial and Christmas Lights Switch on. Having been responsible over the last few years for the planning of the Council’s response under Operation London Bridge, our planning was successfully implemented in September 2022 following the death of Her late Majesty. The 11 day mourning period went well, and positive feedback was received on the council’s response.

Other events to be organised by the Civic Team are fund-raising events for the Mayor’s chosen charities, the Dogs Trust and the Hartsholme Community Trust, which will take place throughout the Mayor’s Year of Office.

International Partnerships

The Oberbürgermeister and a delegation from Neustadt an der Weinstrasse visited Lincoln in December 2022. Good relationships with our other twin towns are on-going.

Legal Services

The Legal Services Team has continued to support the Council's Vision 2025 and its strategic priorities over the past 12 months, with the team providing advice and representation to all service areas as well as members.

The team's role in enforcement is ongoing and has increased this year. It is noticeable that individuals are exhibiting some very challenging behaviors. This has resulted in enforcement action being taken and the team working closely with third parties.

The conveyancing work on vital projects has continued and the team is involved in the provision of temporary accommodation and providing private housing advice. The team contribute improvements to housing generally and on homelessness issues.

The team has also continued to provide support for procurement exercises to ensure the Council can deliver both services and works / projects. In addition, the team has continued works on the regeneration of the city through major projects and planning work, including the Western Growth Corridor and in the city centre, and has supported other areas helping the city's residents, including the planning / licensing regimes, assets of community value and the provision of financial benefits.

4 - Key performance summary

Sickness levels

Following a rise in sickness levels at the Council in 2021/22, which was partly due to a rise in Covid-19 related illness, the cumulative sickness per FTE at the end of 2022/23 was 0.79 days lower recording at 13.01 days. With the current health and wellbeing initiatives aimed at supporting staff remaining available, we are hopeful we will see a continued decrease in the level of sickness throughout 2023/24.

Cumulative sickness per FTE trends (excluding apprentices)

Year	Q1	Q2	Q3	Q4
2012/13	1.71	3.63	6.46	9.70
2013/14	2.68	5.18	7.69	10.78
2014/15	2.99	6.68	9.93	13.43
2015/16	3.01	5.70	8.60	11.63
2016/17	2.43	5.1	8.27	11.52
2017/18	3.11	6.34	9.84	13.62
2018/19	2.90	4.83	7.28	10.35
2019/20	2.42	5.07	7.75	10.49
2020/21	1.13	2.83	5.82	9.10
2021/22	2.92	6.32	10.51	13.80
2022/23	2.70	6.38	10.29	13.01

Quarterly performance measures – Our People and Resources

The table provided below on pages 19 and 20 is taken from the Performance Information Management System (PIMS) and shows performance up to the end of Quarter 4 2022/23 for those performance measures linked to my portfolio.

Within the latest data provided there are three performance measures showing as below target, seven measures showing as above target and two measures falling within their target boundaries showing acceptable performance. An overview of these measures has been provided below.

Measures performing below target

R

Work Based Learning

The cumulative number of new starters on the Council's apprenticeship scheme at the end of quarter 4 2022/23 was 9 (measure WBL 2). This year end outturn for 2022/23 was below the low target of 18. One of the key reasons for the lower number of new starters is the change in duration of apprenticeships, which has moved from 12 months to 18 months. This has an impact on the number of apprentices which can start on the scheme within a 12 month period. The Council does operate a roll on roll off system so if a corporate apprentice was to be offered a permanent role then a further apprentice would be recruited onto the scheme

Revenues

The Council Tax in-year collection rate for Lincoln at the end of quarter 4 2022/23 was 94.15% (measure REV 1). This outturn was 0.85% below the low target for the quarter of 95%. Post Covid-19 the Council Tax collection rate has been impacted by the cost of living challenges. The Revenues Team has also been required to administer a number of new schemes from the government during the year, such as the Covid-19 Hardship Scheme and three Energy Rebate Schemes, which have all required a large amount of resource from the team. To support the delivery of these schemes the Council has received New Burdens monies, however, acquiring additional resources (outside officer overtime) has proved to be challenging.

At the end of quarter 4 2022/23 the number of outstanding customers changes in the Revenues Team was 1,476 (measure REV 3). This outturn was greater than the low target for the quarter of 1,200 (low is good). Whilst the outturn was below target, the Revenues Team has reported that this is a positive position to be in at year-end as the team generally see a significant amount of customer contact linked to annual billing during the final quarter of the year. In terms of staff resource, unfortunately two staff members resigned during the quarter and one staff member retired which has had an impact on the resource available in the team. Focusing on the full 2022/23 period, the Revenues Team completed over 51,000 documents and dealt with over 43,000 phone calls (including dealing with Energy Rebates).

Measures performing above target

G

Work Based Learning

During the final quarter of 2022/23, two apprentices were due to complete their qualification. Both successfully complete on time resulting in performance measure WBL 1 achieving the high target for the quarter of 100%.

Of the 2 apprentices which completed their qualification within the final quarter of the year, both also moved into further education, employment or training (100%), which also outperformed the high target of 95% (measure WBL 3).

Accountancy

The average return on investment portfolio during quarter 4 2022/23 was 3.72% (measure ACC 1). This outturn was above the high target for the quarter of 0.25%. This latest outturn was an increase on the previous quarter outturn, which reported at 2.62% and also a significant increase

when compared to the quarter 4 2021/22 outturn, which reported at 0.30%. Rises in the return throughout the year have been as a result of further increases in the Bank of England base rate.

During the final quarter of 2022/23 the average interest rate on external borrowing was 3.08% (measure ACC 2). This was lower than the high target for the quarter of 3.75% (low is good). This latest outturn was a slight increase when compared to the previous outturn and was due to Bank of England rate increases.

Debtors & Creditors

The percentage of invoices paid within 30 days during the final quarter of 2022/23 was 98.45% (measure DCT 1). This outturn was above the high target for the quarter of 97% and an increase of 1.92% on the previous quarters outturn of 96.53%.

During quarter 4 2022/23 the percentage of invoices that had a purchase order completed was 61% (measure DCT 2). This outturn was greater than the high target for the quarter of 55%. In number terms this equated to 2,173 invoices out of 3,564 invoices during the quarter having an associated purchase order.

Revenues

The business rates in year collection rate for Lincoln at the end of quarter 4 2022/23 was 99.19% (measure REV 2). This latest outturn was above the high target of 98.00%. In some cases this improvement in performance has been helped by customers receiving the Covid-19 Additional Relief Fund.

Measures performing within target boundary (acceptable performance)

A

Communications and Debtors & Creditors

Two performance measures performed within their target boundaries during the final quarter of 2022/23. One of these measures was the percentage of media enquiries responded to within four working hours (measure COM 1). This measure achieved an outturn of 84%, which was above the low target for the measure of 75%, but below the high target of 90%. In addition the performance measure which monitors the average number of days to pay invoices also performed within the target boundary with an outturn of 19 days (measure DCT 3). This was below the low target of 30 days (low is good), but above the high target for the measure of 15 days.

Our People and Resources – quarterly performance measures as of Quarter 4 2022/23

For all measures, the key is: Green = At or above target; Blue = Acceptable performance – results are within target boundaries; Red = Below target

Service Area	Measure ID	Measure	High Low good or is	Unit	Low Target	High Target	Previous Data Period	Previous Value	Current Quarter	Current Value	Status	
Work Based Learning	WBL 1	Percentage of apprentices completing their qualification on time	High good	is %	95.00	100.00	Q3 – 22/23	50.00	Q4 – 22/23	100.00	G	▲
Work Based Learning	WBL 2	Number of new starters on the apprenticeship scheme (cumulative)	High good	is Number	18	20	Q4 – 21/22	14	Q4 – 22/23	9	R	▼
Work Based Learning	WBL 3	Percentage of apprentices moving into Education, Employment or Training	High good	is %	90.00	95.00	Q3 – 22/23	100.00	Q4 – 22/23	100.00	G	▬
Communications	COM 1	Percentage of media enquiries responded to within four working hours	High good	is %	75.00	90.00	Q3 – 22/23	83.00	Q4 – 22/23	84.00	A	▲
Accountancy	ACC 1	Average return on investment portfolio	High good	is %	0.15	0.25	Q3 – 22/23	2.62	Q4 – 22/23	3.72	G	▲
Accountancy	ACC 2	Average interest rate on external borrowing	Low good	is %	4.75	3.75	Q3 – 22/23	2.98	Q4 – 22/23	3.08	G	▼
Debtors & Creditors	DCT 1	Percentage of invoices paid within 30 days	High good	is %	95.00	97.00	Q3 – 22/23	96.53	Q4 – 22/23	98.45	G	▲
Debtors & Creditors	DCT 2	Percentage of invoices that have a Purchase Order completed	High good	is %	45.00	55.00	Q3 – 22/23	62.00	Q4 – 22/23	61.00	G	▼
Debtors & Creditors	DCT 3	Average number of days to pay invoices	Low good	is Days	30	15	Q3 – 22/23	16	Q4 – 22/23	19	A	▼

Service Area	Measure ID	Measure	High or Low good	Unit	Low Target	High Target	Previous Data Period	Previous Value	Current Quarter	Current Value	Status	
Revenues Administration	REV 1	Council Tax – in year collection rate for Lincoln (cumulative)	High good	is %	95.00	96.00	Q4 – 21/22	94.00	Q4 – 22/23	94.15	R	▲
Revenues Administration	REV 2	Business Rates – in year collection rate for Lincoln (cumulative)	High good	is %	97.00	98.00	Q4 – 21/22	98.45	Q4 – 22/23	99.19	G	▲
Revenues Administration	REV 3	Number of outstanding customer changes in the Revenues Team	Low good	is Number	1,200	1,100	Q4 – 21/22	2,413	Q4 – 22/23	1,476	R	▲

5 - Looking ahead

Over the year ahead I again look forward to working with elected members and staff to help continue to make a real difference within our communities and ensure our customers are provided with the support they may need during an ongoing time of uncertainty.

I also look forward to continuing to build on the success of Vision 2025 through the completion of a range of current projects, whilst also commencing the delivery of range of new projects all focused on meeting our five key strategic priorities and collectively helping to deliver Lincoln's ambitious future.

I would like to express my appreciation of the officers who support myself with the work of the Portfolio and to specifically say thank you to the following officers for their assistance in the preparation of this report:

Jaclyn Gibson, Martin Walmsley, Heather Carmichael, Simon Colburn, Lara Trickett, Sara Boothright, Claire Burroughs, Daryl Wright, Martin Kerrigan, Matt Hillman, Steve Welsby, Kate Fenn, Richard Storey, Becky Scott, Simon Walters & Graham Rose.

Councillor Ric Metcalfe (Leader of the Council)
Portfolio Holder for People and Resources

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SUBJECT: CALENDAR OF MEETINGS 2023/24

DIRECTORATE: CHIEF EXECUTIVE AND TOWN CLERK

**LEAD OFFICER: CHERYL EVANS, DEMOCRATIC SERVICES AND ELECTIONS
MANAGER**

1. Matter for Council

1.1 To confirm the Council's Annual Calendar of Meetings for 2023/24.

Recommendation

2.

2.1 That the Calendar of Meetings for 2023/24 be confirmed.

Lead Officer:

Cheryl Evans, Democratic Services and Elections
Manager
Telephone (01522) 873439

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TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
2023 May 1	2	3	4	5
Public Holiday			POLLING DAY	
May 8	9	10	11	12
Public Holiday (Coronation)		New Member Induction Day One	New Member Induction Day Two 4.30pm Scrutiny Liaison Group 6:00 pm Political Group Meetings	
May 15	16	17	18	19
	11:00 am COUNCIL (ANNUAL MEETING)			
May 22	23	24	25	26
			10:00 am Housing Appeals Panel 6:00 pm Performance Scrutiny Committee (Quarterly Reports)	
May 29	30	31	June 1	2
Public Holiday	6:00 pm Executive (Quarterly Reports)			

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
June 5	6	7	8	9
5:30pm Member Development: Safeguarding	<p>10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee</p> <p>10:30 am City of Lincoln Council and Employee Joint Consultative Committee</p> <p>6:00 pm Audit Committee</p>	5:30 pm Member Development – Licensing Committee	5:30 pm Member Development – Planning Committee	10:00 am Lincoln Town Deal Board
June 12	13	14	15	16
17:30 Member Development HRA Workshop 1	6:00 pm Policy Scrutiny Committee	5:30pm Member Development Assets of Community Value	6:00 pm Political Group Meetings	
June 19	20	21	22	23
6:00 pm Executive	6:30 pm COUNCIL	6:00 pm Housing Scrutiny Sub-Committee	6:00 pm Performance Scrutiny Committee	
June 26	27	28	29	30
<p>10:00am Central Lincolnshire Joint Strategic Planning Committee at WLDC</p> <p>5:30 pm Member Development HRA Workshop 2</p>	<p>2:00 pm Shared Revenues and Benefits Joint Committee</p> <p>6:00 pm Community Leadership Scrutiny Committee</p>	5:30 pm Planning Committee	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
July 3	4	5	6	7
6:00 pm Ethics and Engagement Committee	6:00 pm Commons Advisory Panel	5:30 pm Licensing Committee	10:00 am Housing Appeals Panel 5:30 pm Member Development HRA Workshop 3	10:00 am Lincoln Town Deal Board
July 10	11	12	13	14
6:00 pm Historic Environment Advisory Panel	6:00 pm Community Leadership Scrutiny Committee	5:30 pm Planning Committee	6:00 pm Performance Scrutiny Committee	
July 17	18	19	20	21
6:00 pm Audit Committee	5.30pm Member Development HRA Workshop 4	6:00 pm Crime and Disorder Committee / Select Scrutiny Committee	6:00 pm Political Group Meetings	
July 24	25	26	27	28
6:00 pm Executive	6:30 pm COUNCIL	5:30 pm Member Development Corporate Parenting	10:00 am Housing Appeals Panel 5:30 pm Hackney Carriage and Private Licensing Sub-Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
July 31	August 1	2	3	4
5.30pm Member Development HRA Financial Modelling	<p>10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee</p> <p>10:30 am City of Lincoln Council and Employee Joint Consultative Committee</p> <p>5:30pm Member Development Risk Management</p>	5:30 pm Licensing Committee		
August 7	8	9	10	11
	6:00 pm Policy Scrutiny Committee	5:30 pm Planning Committee	6:00 pm Housing Scrutiny Sub-Committee	
August 14	15	16	17	18
			6:00 pm Performance Scrutiny Committee (Quarterly Reports)	
August 21	22	23	24	25
6:00 pm Executive (Quarterly Reports)			10:00 am Housing Appeals Panel	
August 28	29	30	31	September 1
Public Holiday			5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
September 4	5	6	7	8
		5:30 pm Planning Committee	10:00 am Housing Appeals Panel 2:00 pm Shared Revenues and Benefits Joint Committee	10:00 am Lincoln Town Deal Board
September 11	12	13	14	15
6:00 pm Commons Advisory Panel	6:00 pm Audit Committee (Provisional)			
September 18	19	20	21	22
10:00am Central Lincolnshire Joint Strategic Planning Committee at NKDC 6:00 pm Executive		5:30 pm Member Development Emergency Planning	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
September 25	26	27	28	29
6:00 pm Audit Committee	6:00 pm Community Leadership Scrutiny Committee	5:30 pm Licensing Committee	10:00 am Housing Appeals Panel 6:00 pm Performance Scrutiny Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
October 2	3	4	5	6
	<p>10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee</p> <p>10:30 am City of Lincoln Council and Employee Joint Consultative Committee</p> <p>6:00 pm Policy Scrutiny Committee</p>	<p>5:30 pm Planning Committee</p>	<p>6:00 pm Political Group Meetings</p>	
October 9	10	11	12	13
	<p>6:30 pm COUNCIL</p>	<p>5:30 pm Equality and Diversity Advisory Panel</p>	<p>6:00 pm Historic Environment Advisory Panel</p>	
October 16	17	18	19	20
<p>6:00 pm Executive</p>			<p>10:00 am Housing Appeals Panel</p>	
October 23	24	25	26	27
<p>11:00 am Joint Meeting Between City of Lincoln Council and Chamber of Commerce and Industry</p>			<p>5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee</p>	
October 30	31	November 1	2	3
			<p>6:00 pm Housing Scrutiny Sub-Committee</p>	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
November 6	7	8	9	10
			10:00 am Housing Appeals Panel	
November 13	14	15	16	17
	6:00 pm Community Leadership Scrutiny Committee	5:30 pm Licensing Committee	6:00 pm Performance Scrutiny Committee (Quarterly Reports)	
November 20	21	22	23	24
6:00 pm Executive (Quarterly Reports)	6:00 pm Policy Scrutiny Committee	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	2:00 pm Shared Revenues and Benefits Joint Committee 6:00 pm Political Group Meetings	
November 27	28	29	30	December 1
	10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee 10:30 am City of Lincoln Council and Employee Joint Consultative Committee 6:30 pm COUNCIL	5:30 pm Planning Committee	10:00 am Housing Appeals Panel	
December 4	5	6	7	8
6:00 pm Commons Advisory Panel			6:00 pm Performance Scrutiny Committee	10:00 am Lincoln Town Deal Board

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
December 11	12	13	14	15
6:00 pm Executive	6:00 pm Audit Committee		10:00 am Housing Appeals Panel 5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
December 18	19	20	21	22
December 25	26	27	28	29
Public Holiday	Public Holiday			
2024 - January 1	2	3	4	5
Public Holiday	6:00 pm Executive		5:30 pm Member Development	
January 8	9	10	11	12
6:00 pm Ethics and Engagement Committee	6:00 pm Policy Scrutiny Committee	6:00 pm Historic Environment Advisory Panel	10:00 Housing Appeals Panel 6:00 pm Political Group Meetings	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
January 15	16	17	18	19
<p>10:00am Central Lincolnshire Joint Strategic Planning Committee at Lincs CC</p> <p>6:00 pm Executive</p>	<p>10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee</p> <p>10:30 am City of Lincoln Council and Employee Joint Consultative Committee</p> <p>6:30 pm COUNCIL</p>	<p>5:30 pm Licensing Committee</p>	<p>6:00 pm Performance Scrutiny Committee</p>	
January 22	23	24	25	26
<p>5.30 pm Member Development (MTFS)</p>	<p>6:00 pm Community Leadership Scrutiny Committee</p>	<p>5:30 pm Planning Committee</p>	<p>5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee</p>	
January 29	30	31	February 1	2
<p>5.30 pm Member Development</p>	<p>6:00 pm Audit Committee</p>	<p>5:30 pm Budget Review Group</p>	<p>6:00 pm Housing Scrutiny Sub-Committee</p>	
February 5	6	7	8	9
		<p>5:30 pm Member Development</p>	<p>5.30 pm Member Development</p>	
February 12	13	14	15	16
		<p>6:00 pm Political Group Meetings</p>	<p>6:00 pm Performance Scrutiny Committee (Quarterly Reports)</p>	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
February 19	20	21	22	23
6:00 pm Executive (Quarterly Reports)	6:30 pm COUNCIL (Provisional)	5:30 pm Planning Committee	2:00 pm Shared Revenues and Benefits Joint Committee 5:00 pm Hackney Carriage and Private Hire Licensing Sub-Committee 6:00 pm Political Group Meetings	
February 26	27	28	29	March 1
	6:30 pm COUNCIL (Budget)	5:30 pm Equality and Diversity Advisory Panel	10:00 am Housing Appeals Panel	
March 4	5	6	7	8
6:00 pm Commons Advisory Panel		5:30 pm Member Development	6:00 pm Performance Scrutiny Sub-Committee	10:00 am Lincoln Town Deal Board
March 11	12	13	14	15
6.00pm Housing Scrutiny Sub Committee	10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee 10:30 am City of Lincoln Council and Employee Joint Consultative Committee 6:00 pm Policy Scrutiny Committee	5:30 pm Licensing Committee	10:00 pm Housing Appeals Panel 5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
March 18	19	20	21	22
10:00am Central Lincolnshire Joint Strategic Planning Committee at Lincoln City 6:00 pm Executive	6:00 pm Audit Committee	5:30 pm Planning Committee	10:00 pm Housing Appeals Panel	
March 25	26	27	28	29
	6:00 pm Community Leadership Scrutiny Committee		6:00 pm Historic Environment Advisory Panel	Good Friday
April 1	2	3	4	5
Easter Monday			10:00 am Housing Appeals Panel 6:00 pm Political Group Meetings	
April 8	9	10	11	12
			5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
April 15	16	17	18	19
	5:00 pm Executive	5:30 pm Planning Committee		
April 22	23	24	25	26
11:00 am Joint Meeting Between City of Lincoln Council and Chamber of Commerce and Industry				

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
April 29	30	May 1	2	3
Public Holiday			POLLING DAY	
May 6	7	8	9	10
Public Holiday		New Member Induction Day One	New Member Induction Day Two	
May 13	14	15	16	17
			6:00 pm Political Group Meetings	
May 20	21	22	23	24
	11:00 am COUNCIL (ANNUAL MEETING)			
May 27	28	29	30	31
Public Holiday	Executive 6.00pm		10:00 am Housing Appeals Panel 2:00 pm Shared Revenues and Benefits Joint Committee 6:00 pm Performance Scrutiny Committee (Quarterly Reports)	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
June 3	4	5	6	7
6:00 pm Executive (Quarterly Reports)	10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee 10:30 am City of Lincoln Council and Employee Joint Consultative Committee 6:00 pm Audit Committee			10:00 am Lincoln Town Deal Board
June 10	11	12	13	14
	6:00 pm Policy Scrutiny Committee	6:00 pm Housing Scrutiny Sub-Committee		
June 17	18	19	20	21
6:00 pm Executive	6:00 pm Community Leadership Scrutiny Committee	6:00 pm Political Group Meetings	6:00 pm Performance Scrutiny Committee	
June 24	25	26	27	28
6:00 pm Commons Advisory Panel		5:30 pm Planning Committee	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
July 1	2	3	4	5
6:00 pm Ethics and Engagement Committee	5:30 pm Member Development	5:30 pm Licensing Committee	10:00 am Housing Appeals Panel	
July 8	9	10	11	12
6:00 pm Historic Environment Advisory Panel		5:30 pm Planning Committee	6:00 pm Performance Scrutiny Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
July 15	16	17	18	19
6:00 pm Audit Committee	6:00 pm Community Leadership Scrutiny Committee	6:00 pm Crime and Disorder Committee / Select Scrutiny Committee		
July 22	23	24	25	26
6:00 pm Executive	5:30 pm Member Development	6:00 pm Political Group Meetings	10:00 am Housing Appeals Panel 5:30 pm Hackney Carriage and Private Licensing Sub-Committee	
July 29	30	31	August 1	2
	10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee 10:30 am City of Lincoln Council and Employee Joint Consultative Committee 6:30 pm COUNCIL	5:30 pm Licensing Committee		
August 5	6	7	8	9
	6:00 pm Policy Scrutiny Committee	5:30 pm Planning Committee	6:00 pm Housing Scrutiny Sub-Committee	
August 12	13	14	15	16
			6:00 pm Performance Scrutiny Committee (Quarterly Reports)	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
August 19	20	21	22	23
6:00 pm Executive (Quarterly Reports)			10:00 am Housing Appeals Panel	
August 26	27	28	29	30
Public Holiday		5:30 pm Member Development	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
September 2	3	4	5	6
		5:30 pm Planning Committee	10:00 am Housing Appeals Panel 2:00 pm Shared Revenues and Benefits Joint Committee	
September 9	10	11	12	13
6:00 pm Commons Advisory Panel	6:00 pm Audit Committee (Provisional)			
September 16	17	18	19	20
6:00 pm Executive	6:00 pm Community Leadership Scrutiny Committee	5:30 pm Member Development	6:00 pm Political Group Meetings	
September 23	24	25	26	27
6:00 pm Audit Committee	6:30 pm COUNCIL	5:30 pm Licensing Committee	10:00 am Housing Appeals Panel 6:00 pm Performance Scrutiny Committee	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
30	October 1	2	3	4
	<p>10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee</p> <p>10:30 am City of Lincoln Council and Employee Joint Consultative Committee</p> <p>6:00 pm Policy Scrutiny Committee</p>	<p>5:30 pm Planning Committee</p>	<p>5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee</p>	
October 7	8	9	10	11
		<p>5:30 pm Equality and Diversity Advisory Panel</p>	<p>6:00 pm Historic Environment Advisory Panel</p>	
October 14	15	16	17	18
<p>6:00 pm Executive</p>			<p>10:00 am Housing Appeals Panel</p>	
October 21	22	23	24	25
<p>11:00 am Joint Meeting Between City of Lincoln Council and Chamber of Commerce and Industry</p>		<p>5:30 pm Member Development</p>	<p>5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee</p>	
October 28	29	30	31	November 1
			<p>6:00 pm Housing Scrutiny Sub-Committee</p>	

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
November 4	5	6	7	8
			10:00 am Housing Appeals Panel	
November 11	12	13	14	15
	6:00 pm Community Leadership Scrutiny Committee	5:30 pm Licensing Committee	6:00 pm Performance Scrutiny Committee (Quarterly Reports)	
November 18	19	20	21	22
6:00 pm Executive (Quarterly Reports)	6:00 pm Policy Scrutiny Committee	5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	2:00 pm Shared Revenues and Benefits Joint Committee 6:00 pm Political Group Meetings	
November 25	26	27	28	29
	10:00 am City of Lincoln Council and Employee Joint Consultative (Health, Safety and Welfare) Committee 10:30 am City of Lincoln Council and Employee Joint Consultative Committee 6:30 pm COUNCIL	5:30 pm Planning Committee	10:00 am Housing Appeals Panel	
December 2	3	4	5	6
6:00 pm Commons Advisory Panel		5:30 pm Member Development	6:00 pm Performance Scrutiny Committee	10:00 am Lincoln Town Deal Board

TIMETABLE 2023-2024

Mon	Tue	Wed	Thu	Fri
December 9	10	11	12	13
6:00 pm Executive	6:00 pm Audit Committee		10:00 am Housing Appeals Panel 5:30 pm Hackney Carriage and Private Hire Licensing Sub-Committee	
December 16	17	18	19	20
December 23	24	25	26	27
		Public Holiday	Public Holiday	
December 30	31	January 1 2025	2	3
		Public Holiday		