

Minutes of a Meeting of the Executive Board held in the Council Chambers, Tedder Hall, Manby Park, Louth on Wednesday, 6th July, 2022 at 6.00 pm.

PRESENT

Councillor Graham Marsh (Deputy Leader in the Chair)

Councillors Graham Marsh, Tom Ashton, Martin Foster, Richard Fry, William Gray, Adam Grist and Steve Kirk.

Councillor Tony Howard attended the Meeting as an Observer.

OFFICERS IN ATTENDANCE:

Christine Marshall	- Deputy Chief Executive (Corporate Development) and S151 Officer
John Leach	- Deputy Chief Executive, Communities
Adrian Sibley	- Deputy Chief Executive, Programme Delivery and SIRO
Emily Spicer	- Assistant Director, Wellbeing and Community Leadership
Sarah Baker	- Climate Change & Environment Manager
Ann Good	- Senior Democratic Services Officer
Elaine Speed	- Democratic Services Officer

9. APOLOGIES FOR ABSENCE:

An apology for absence was received from Councillor Craig Leyland.

10. DISCLOSURE OF INTERESTS (IF ANY):

At this point in the meeting Members were invited to declare any relevant interests, no such declarations were made.

11. MINUTES:

The minutes of the meeting held on Wednesday 1st June 2022 were confirmed and signed as a correct record.

12. ACTION SHEETS:

The Actions of the meetings held on 27th April and 1st June 2022 were confirmed as complete.

13. SOUTH & EAST LINCOLNSHIRE COUNCILS PARTNERSHIP (S&ELPC) CROWD FUNDING SCHEME:

A report was presented that set out a proposal to seek approval to procure a crowdfunding partner to develop a S&ELCP Crowdfunding Scheme to enable funds to be raised for community-based initiatives.

The initial set up cost was £34,000 and would be split between the three partner Councils. Additional funding would then be proportioned from each council to promote projects within each geographical area.

Boston Borough Council would procure the service on behalf of the sovereign councils within the Partnership.

During his introduction the Portfolio Holder for Partnerships, Councillor Marsh highlighted a revision to recommendations 1 & 3 as detailed in bold below:

1. Working with Boston Borough Council and South Holland District Council as our partners in the South and East Lincolnshire Councils Partnership (S&ELCP), a Crowdfunding scheme be established **with one or both partners;**

3. Delegated authority be given to the Deputy Chief Executive – Communities and the Assistant Director for Wellbeing and Community Leadership, in consultation with the relevant Portfolio Holders across the Partnership, to agree final arrangements for the Crowdfund Scheme, including process, criteria and **final costs of the scheme** and the awarding of grants.

During discussion the Portfolio Holder for Finance sought further clarification on recommendation 5, Crowd Funding Pot of £30,000 from the Economic Growth Fund Reserve. It was noted this related to:

- Schemes within the ELDC area;
- Further funding would depend on benefits derived from any schemes and whilst further funding may be requested, this would be within the Council's control and not unlimited.

Following which it was

RESOLVED

That:

- 1) Working with Boston Borough Council and South Holland District Council as our partners in the South and East Lincolnshire Councils Partnership (S&ELCP), a Crowdfunding scheme be established with one or both partners;

- 2) Approval be given to enter into collaborative contract arrangements with Boston Borough Council (the lead contracting party) and South Holland District Council to appoint 'Spacehive', as the external civic crowd funding company, to provide external management of the scheme on behalf of the Councils;

- 3) Delegated authority be given to the Deputy Chief Executive – Communities and the Assistant Director for Wellbeing and

Community Leadership, in consultation with the relevant Portfolio Holders across the Partnership, to agree final arrangements for the Crowdfund Scheme, including process, criteria, final costs of the scheme and the awarding of grants;

- 4) A set up payment of £11,333 funded from the Economic Growth Reserve be approved;
- 5) A Crowd Fund 'pot' of £30,000 funded from the Economic Growth Reserve be approved;
- 6) A review of the benefits of the scheme be undertaken after an initial period of two years.

Reasons:

Civic Crowdfunding aims to give residents and community groups the ability to attract funding from their communities, local authority and local businesses in an increasingly challenging financial environment. Crowdfunding allows local groups to develop a community project via an online public platform and then seek additional financial support through online pledges.

This scheme would build on the success of the Councillor Grant scheme and the forthcoming Community Lottery Scheme, allowing projects to gain further contributions from a larger pool of people and businesses via match funding.

The aim of the scheme was to support local projects and make communities stronger, more connected and more empowered by supporting projects that matter to them. This scheme will enable the Partnership to support the priorities of the local communities.

Other options:

Not to establish a partnership Crowd Funding Scheme.

14. INSTALLATION OF 7 NEW CHANGING PLACES TOILETS:

A report was presented to consider acceptance of a government grant of £300k to support the introduction of 7 new Changing Places Toilets within the District. Each toilet costed around £75k to install therefore the total cost collectively would be approximately £525k. Five of the seven facilities were externally managed and those organisations had agreed to match fund the costs. The remaining two were ELDC assets and the match funding was provided for within the Towns Funds grant support.

For a relatively small proportion of match funding, the installation of changing places toilets had the potential to change the lives of many disabled individuals across East Lindsey and that of visitors to the area, and as such was a positive step for the Council. Installing them within key attraction sites, identified at paragraph 2.2 to the report, would allow the district to become an end destination for potential visitors and to

improve the attraction of the area as a place to visit. It was noted that £300,000 was the maximum that could be received from the Government funding and officers were congratulated on their work.

Councillor Grist as Portfolio Holder for Market Towns and the Rural Economy was supportive of the recommendations. Councillor Grist asked for details of how the installations would be policed. It was noted that 5 of the services were externally managed, and security would be part of that service, those managed internally were sited in existing buildings and all of the facilities would be radar key controlled.

The Portfolio Holder for Planning was supportive and applauded the work and funding achieved as a transformational improvement to the options for severely disabled people to visit the area with dignity.

Following which it was

RESOLVED

1. That the Government Grant of £300k to support the installation of 7 new changing places toilets be accepted;
2. That an addition of £300k to the Capital programme, funded from the Government Grant be approved.

Reasons:

Changing Places toilets are larger and more accessible for people who cannot use standard accessible toilets, with equipment such as hoists, curtains, adult sized changing benches, and space for carers. Increasing the provision of these toilets is part of a £30m national government disability strategy to allow more physically impaired individuals to undertake more recreational activities with dignity, confidence, and freedom.

Other options:

The councils could decide not to accept all or part of the grant and not provide these enhanced facilities. This would though prevent the Council from improving the quality of lives for all of its residents and up to 1 million people in the country who rely on such facilities in order to enjoy the same opportunities as everyone else.

15. TREE & HEDGEROW STRATEGY:

A report was presented to enable consideration of a Tree and Hedgerow Strategy for the South and East Lincolnshire Councils Partnership setting out the ambition and high level commitments of the three Councils.

Trees and hedgerows were noted as a vital part of the world around us bringing a sense of place to our local communities alongside a range of societal, environmental and economic benefits. Often the focus tended to be on planting new trees but this was only one part of a more complex

picture and needed to be considered alongside the protection and management of existing trees, hedgerows and woodlands and as part of a coordinated engagement piece. A strategic approach was therefore required to ensure all the derived benefits were realised. The Tree and Hedgerow Strategy for the South and East Lincolnshire Councils Partnership was the start of that process to ensure a consistent approach to tree management and planting across the sub-region.

During discussion Members were supportive of the Strategy and the inclusion of hedgerows. Further reference was made to the relevance of strategy within planning policy and the Portfolio Holder for Planning confirmed that this would be considered as part of the Local Plan through Planning Policy Committee.

Following which it was

RESOLVED

That the adoption of the Tree and Hedgerow Strategy be approved by Executive Board.

Reason:

To ensure a consistent approach to tree management and planting across the sub-region.

Other options:

To not take forward a Tree and Hedgerow Strategy and continue to develop projects, policies and procedures in a piecemeal fashion across the sub-region.

16. SUTTON ON SEA BROADWAY CAR PARK SURFACING:

A report was presented that set out a request to allocate a budget of £500,000 within the Capital Programme to commission hard surfacing works and new lined bays within the Broadway Car Park at Sutton-on-Sea. The proposed investment would increase off street car parking capacity linked to the increased demand anticipated from the scheduled £6.2m Towns Fund/Council capital investment to redevelop the adjacent Colonnade and Pleasure Gardens, which was due for completion by Easter 2024. This would complement the overall setting of the adjacent uplift in the local built environment, ensure a greater sense of welcome, arrival and civic pride within Sutton-on-Sea and generate an additional revenue return of £60,000 per annum.

The Portfolio Holder for Finance highlighted this was an invest to save bid, which he hoped colleagues would support. During discussion the Portfolio Holder for Coastal Economy referred to paragraphs 1.5 and 2.6 of the report presented that made mention to street charging points and solar power as a wider strategy in promoting the area and reducing the carbon footprint of the Council. Councillor Kirk, wished with the agreement of the

Portfolio Holder for Finance, to propose a further recommendation to the report as detailed below:

In view of increasing energy prices and our commitment to reducing carbon across the district that officers are requested to also look at including the infrastructure works required to facilitate the introduction of solar power as part of the scheme, if this can be delivered within budget.

The Portfolio Holder for Operational Services advised that in purchasing the last round of car parking machines, machines with solar power panels above had been reviewed, but at the time were not within budget.

Following which it was

RESOLVED

- 1) That Council be recommended to add a £500,000 allocation to the Capital Programme to commission the installation of new hard surfacing and vehicle bay lining within the Broadway Car Park in Sutton-on-Sea;
- 2) That Officers be requested to also look at including the infrastructure work required to facilitate the installation of solar power as part of the scheme, if this can be delivered within budget.

Reasons:

The proposed investment will accommodate an anticipated increase in demand for off-street parking in Sutton-on-Sea linked to the Towns Fund Investment Plan project to redevelop the adjacent Colonnade and Pleasure Gardens area, as well as providing better serviced infrastructure to support local high street businesses.

Other options:

The Council could decide to do nothing or delay the proposed investment into future years. However, the benefits of progressing the scheme would then not be realised.

17. GENERAL FUND REVENUE AND CAPITAL OUTTURN 2021/22:

A report was presented that set out the provisional outturn position for East Lindsey District Council for 2021/22, subject to final audit and provided information on the implications for the Council's balances and reserves including the capital position for the year.

Following which it was

RESOLVED

1 That the provisional year end position, variations to the 2021/22 approved budget and resulting effect on the Council's balances and reserves as shown in Appendix A - Table 1 be noted;

2 That the provisional revenue surplus (currently estimated to be £867,723) be transferred to the Transformation Reserve to fund future projects which will help realise future revenue savings, efficiencies and service improvements be recommended to Council;

3 That delegated authority be given to the Deputy Chief Executive (Corporate Development) in consultation with the Portfolio Holder for Finance to use this amount for 'Invest to Save' projects and to cover any budget pressures which may arise during 2022/23;

4 That the transfer of £4,866,072 to the Business Rates Volatility Reserve to fund the 2022/23 budget, this being the excess Section 31 grant allocated to the Council in 2021/22 but to be utilised in 2022/23 be recommended to Council;

5 That the return of £1,000,000 to the Investments Volatility Reserve which was the amount withdrawn to cover fluctuations in Property fund asset valuations during the pandemic be recommended to Council;

6 That the return of £193,941 to the Business Rates Volatility Reserve which was the amount used to cover fluctuations in Property Fund asset valuations during the pandemic be approved;

7 That the use of reserves in Appendix A - Table 3 be noted and approved;

8 That the capital position shown in Appendix A - Table 4 be noted, and the changes required to the Capital Programme for 2022/23 as detailed in Appendix A - Table 5 be agreed;

9 That the carry forward of Capital Budget of £18.62m as detailed in Appendix A - Table 7 be recommended to Council.

Reasons:

To ensure the Council's provisional financial position for 2021/22 is considered and related decisions approved. It is important that the Executive are aware of the financial position of the General Fund to ensure that they can make informed decisions that are affordable and financially sustainable for the Council.

Other options:

To not approve the reserve movements outlined.

18. KINGFISHER CARAVAN PARK - ANNUAL PITCH FEE INCREASE 2023:

A report was presented to enable consideration of the approval of an annual pitch fee increase and determination of early/late/other fees at Kingfisher Caravan Park from 1 January 2023.

It was noted that the licence agreements in place at Kingfisher Caravan Park provided for an annual review of pitch fees by giving one month's notice of a change in advance of the annual review date of 1 October each year. Notice to change the pitch fee for the period 1 January 2023 to 31 December 2023 must be sent to existing licensees by no later than 23 August 2022.

It was recommended that 50% of latest figure for the Retail Prices All Items Index available at the time of publication of this report, 5.8% (rounded), be applied to current licence fees in accordance with these requirements as well as being applied to use and occupation damages. The latest figure of the Index, published on 22 June 2022 for May 2022 marked an 11.66% increase above the index since May 2021.

In addition, it was recommended that the early payment discount introduced by the Council in 2019 be continued and set at £150 for pitch fees to licensees invoiced for 2023 and paid in full before 31 January 2023; and that a late payment fee of £150 be applied to any invoice issued in January 2023 and not paid in full by 1 March 2023. Early payment discounts would not apply to use and occupation damages.

The Portfolio Holder for Planning supported the recommendations but asked if consideration could be given to the way such operational decisions were taken in future. The Portfolio Holder for Finance advised he was happy have an informal discussion at an appropriate Executive Board Briefing meeting.

During further discussion it was queried if the recommendation to increase rents by 5.8% for the period 1 January 2023 to 31 December 2023 effectively meant a reduction in net income based on the current Retail Price Index. The Assistant Director, General Fund Assets explained that the pitch fees covered a set of costs for the Local Authority, licensees were billed separately for electricity and water supplies. Therefore, the expectation was that the council's costs would be contained within the 5.8% increase.

RESOLVED

That the following be approved:

1. To increase rents (and use and occupation damages) at Kingfisher Caravan Park by 5.8% for the period 1 January 2023 to 31 December 2023. 5.8% represented 50% of latest RPI monthly figure published by the Office for National Statistics at the juncture this paper was published (May 2021 – May 2022).

2. Where a licensee has no other outstanding debit on their account, the application of an early payment discount of £150 in respect of all pitch fees billed to licensees in January 2023 if paid in full by 31 January 2023,
3. The application of a £150 late payment fee in respect of all pitch fees billed to licensees in January 2023 but not paid in full by 1 March 2023,
4. Where a licensee has no other outstanding debit on their account, direct debit options will be offered but with no discount to the annual charge, and,
5. Where the Council levies 'use and occupation damages' against an occupier (ie where no formal licence has been entered into), no discounts will be available, direct debit payment options will not be offered, but the late payment fee will apply.

Reasons:

As a key measure of consumer inflation, using the All Items Retail Prices Index as a basis for uplift is reasonable and proportionate as RPI increases are often the minimum increases applied to the Council's own costs.

An early payment discount model was agreed by the Executive in 2019, continuing such an offer, and not applying the full RPI increase demonstrates how much the Council values its loyal licensee customers.

Other options:

- 1 - Apply the full RPI increase of 11.66% - not recommended as an 11.66% uplift could really affect how affordable and viable it remains for some of the Council's loyal customers to stay on Park.
- 2 - Use another consumer based index as the basis for increase - not recommended as Council cost increases are often based on RPI and RPI has been the base of previous increases.
- 3 - Do not apply an increase - not recommended as Council costs will increase.
- 4 - Do not offer an early payment discount against invoices raised in January 2023 and paid in full by 31 January 2022 - not recommended as withdrawing such an offer will affect the goodwill enjoyed with our licensees.
- 5 - Do not apply a late payment fee - not recommended, such penalties are commonplace within the industry.

19. DEVELOPMENT OF THE SOUTH AND EAST LINCOLNSHIRE HEALTHY LIVING BOARD TO SUPPORT THE CO-ORDINATION OF THE HEALTH AND WELL-BEING, LEISURE AND CULTURE OFFER IN THE SUB-REGION:

A report was presented to enable consideration of the approval of the terms by which the South and East Lincolnshire Healthy Living Board was established and to provide delegated authority for the Deputy Chief Executive (Communities) to finalise with the Executive Leads for Health and Well Being, Leisure and Culture through the newly established 'Healthy Living Board, (HLB). This would bring partners together, each

with an equal voice to improve health outcomes across the sub region. In establishing the HLB as detailed, it was also proposed that a key work stream would be driven to support the development sub regional offer for leisure and culture co-ordination of a sub regions offer for culture and leisure.

Many of the conversations that would take place at the proposed Healthy Living Board were already ongoing between Members, Partnership Officers and Partners however, the approach set out in the reported provided a more formalised framework to support that in line with the Partnership's governance structure. The proposals also recognised the changes being brought in through the Health and Care Act 2022, which received Royal Assent on 28th April, 2022 and the opportunities to bring great strength to local plans in relation to the levelling up agenda, the Towns Fund Projects and other initiatives by taking forward a sub-regional co-ordination role on matters relating to health and well-being, including leisure and culture.

The paper was provided to complement activity relating to the establishment of an Integrated Care System across Lincolnshire and the Portfolio Holder wished to extend his thanks to John Leach, Deputy Chief Executive (Communities) and Emily Spicer, Assistant Director, (Wellbeing and Community Leadership) and their teams for their research and development of the proposals.

Following which it was

RESOLVED

- 1) That the detailed proposals provided within this report, supporting the establishment/intended role of the South and East Lincolnshire Healthy Living Board (Healthy Lives Priority Partnership) and the accompanying terms of reference be agreed.
- 2) The delegated authority be agreed for the Deputy Chief Executive (Communities) to finalise with the Executive Leads for Health and Well Being and Leisure and Culture through the 'Healthy Living Board' a:-
 - a) programme for the development of a Healthy Living Action Plan for the sub-region;
 - b) programme for the Sub-Regions Leisure and Culture Offer.

Reasons:

The South and East Lincolnshire Healthy Living Board would create a more formalised arrangement for discussion between Strategic Partners across the sub-region. Whilst in many cases the conversations that would take place at the Board are taking place at present between Members, Partnership Officers and Partners informally, the establishment of the Board under the terms set out in this report would formalise that

arrangement, provide a focus for resources and partnership effort within the sub-region and within the Partnership's governance structure.

Other options:

To continue with current arrangements – this option has been discounted. Whilst there are strong relationships between officers of the South & East Lincolnshire Councils Partnership and Strategic Partners that would be invited to join the Board, it is necessary to create a more formalised environment (on agreed terms) where Partners can contribute to strategies and action plans to improve outcomes for the strategic priorities relating to health and well-being in the sub-region.

20. DISPOSAL OF PUBLIC OPEN SPACE – FEEDBACK FROM STATUTORY CONSULTATION:

At its meeting on 12 May 2022, Council determined that subject to contract, due process and consideration of any consultation feedback by the Executive, the Council dispose of the land outlined in red at Figure 1. (Council Minute No. 22 refers).

It was noted that the statutory consultation had not concluded until after the publication of the Executive Board agenda for this evening. However, the Portfolio Holder for Finance was now able to confirm that no objections had been received.

Following which it was

RESOLVED

That the disposal of the Public Open Space land declared surplus by the Council with its disposal being subject to the requirements of Section 123 (2A) of the Local Government Act 1972 be approved, subject to contract and due process.

Reasons:

Feedback from the statutory consultation process followed must be considered by the Executive and it should consider whether any disposal should proceed.

Other options:

Not to consider any feedback received – not appropriate as consideration of any resulting feedback is a requirement of Section 123 (2A) of the Local Government Act, 1972.

21. LINCS DIGITAL COMMUNITY BASED DIGITAL SUPPORT:

Members noted the following Procurement Exemptions:

- Lincs Digital (community-based digital support)
- Strategic Review of PPSPL by J2BTC

22. DATE OF NEXT MEETING:

The programmed date for the next Meeting of Executive Board was noted as Wednesday 21 September 2022.

The meeting closed at 6.49 pm.