

Minutes of a meeting of the **SOUTH HOLLAND DISTRICT COUNCIL** held in the Marquee Suite, Springfields Events & Conference Centre, Camelgate, Spalding, PE12 6ET, on Thursday, 29 July 2021 at 6.30 pm.

PRESENT

P A Redgate (Chairman)

B Alcock	R Gambba-Jones	S-A Slade
J R Astill	R A Gibson	E J Sneath
J Avery	R Grocock	G J Taylor
A C Beal	C J Lawton	A C Tennant
F Biggadike	J D McLean	J Tyrrell
H J W Bingham	A M Newton	S C Walsh
M D Booth	N H Pepper	D J Wilkinson
C J T H Brewis	G A Porter	A R Woolf (Vice-Chairman)
P E Coupland	J L Reynolds	C N Worth
T A Carter	G T D Rudkin	
A Casson	G P Scalese	

Apologies for absence were received from or on behalf of Councillors A C Cronin, M Hasan, J L King and M D Seymour.

In Attendance: The Strategic Advisor, the Executive Director (Strategy & Resources) (S151), the Assistant Director – Governance (Monitoring Officer), the Assistant Director – Communities and Operations, the Assistant Director – Property and Development, the Assistant Director – Finance, the Strategic Property and Operational Manager, the Communities Manager, the Head of Public Protection, the Projects Surveyor, the Democratic Services Manager and the Democratic Services Trainee.

19. MINUTES

Consideration was given to the following minutes:

- Council – 19 May 2021
- Special Council – 1 July 2021

**DECISION:**

That the minutes of the following meetings be signed by the Chairman as a correct record:

- Council – 19 May 2021
- Special Council – 1 July 2021

Action By

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**20. DECLARATION OF INTERESTS.**

There were none.

**21. CHAIRMAN'S ANNOUNCEMENTS.**

The Chairman read out a letter that the outgoing Chairman had received from the Office of the Queen's Private, thanking South Holland for its thoughtful message of sympathy sent upon the death of The Duke of Edinburgh.

The Chairman wished to thank Nathan Elvery, Strategic Advisor for all his hard work on bringing the South East Lincolnshire Councils Partnership to fruition.

**22. ANNOUNCEMENTS BY LEADER AND MEMBERS OF THE CABINET.**

There were no announcements by the Leader.

Councillor Gambba-Jones commented on the difficulties the Environmental Services Team were currently facing due to a shortage of HGV drivers, and that they were relying heavily on agency staff. This shortage had impacted the ability of the Council to respond to fly-tipping reports in their usual timely manner. Councillor Gambba-Jones asked for Members' assistance in communicating this message to residents.

**23. QUESTIONS ASKED ON NOTICE UNDER STANDING ORDER 6**

There were none.

**24. QUESTIONS ASKED WITHOUT NOTICE UNDER STANDING ORDER 7**

**Question to:** Portfolio Holder for Assets and Planning (Councillor Grocock)

**Question from:** Councillor Newton

**Subject:** Acquisition of Properties on Key Decision Plan

Councillor Newton asked whether Ward Members would be consulted and invited to comment on potential properties chosen for purchase? Councillor Grocock responded that it was more difficult to identify properties to convert into apartments but that as soon as properties had been identified, Ward Members would be

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contacted to provide their input.

**Question to:** Portfolio Holder for HRA & Private Sector Housing  
(Councillor Lawton)

**Question from:** Councillor Biggadike

**Subject:** Lettings Policy

Councillor Biggadike asked whether the Housing department was responsible for the letting of properties? Councillor Lawton responded that this was the responsibility of the Housing department and that there was an approved list of tenants which was used by Housing Officers in the selection process.

**25. COMMITTEE MINUTES**

The minutes of the following Committees and Panels were noted:

- Special Joint Performance Monitoring Panel and Policy Development Panel – 29 June 2021

**26. KEY DECISION PLAN**

Consideration was given to the Key Decision Plan.

**DECISION:**

That the Key Decision Plan be received.

**27. SOUTH EAST LINCOLNSHIRE COUNCILS PARTNERSHIP**

Consideration was given to the report of the Interim Chief Executive and Head of Paid Service which presented the Business Case for the South East Lincolnshire Councils Partnership; a draft structure, Tiers 1-3, for the integrated shared management arrangements for the purpose of staff consultation; a draft Memorandum of Agreement for the South East Lincolnshire Councils Partnership to provide a framework for how the relationship between the Councils would be governed; and a proposal for the appointment/designation of the Head of Paid Service as well as the placing of the Monitoring Officer and Section 151 Officer at the disposal of the other two councils. These three statutory roles would form part of the integrated shared management arrangements for the South East Lincolnshire Councils Partnership.

The report was presented by the Strategic Advisor and he

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thanked all Members for their input into the development of the business case.

The Leader of the Council commented that this report was a culmination of 14 years of work and would result in the formation of the biggest Council partnership in the country. He extended his thanks to the two Deputy Leaders, Officers and Members at Boston Borough Council and East Lindsey District Council, and to Nathan Elvery, for all their hard work in developing and inputting into the business case.

The Deputy Leader of the Council acknowledged the difficult journey and challenge ahead for the Partnership and extended his appreciation to all Members and Officers across all three councils.

The following points were raised:

- Members wanted reassurance that they would receive the same service from Officers once the Partnership was implemented.
  - The Leader of the Council was confident in the way the partnership was intended to work and assured Members that they would still have the same access to Officers as they currently did.
- Members suggested a six-month review by the Joint Performance Monitoring Panel and Policy Development, to consider how the partnership was working.
  - The Leader of the Council agreed that this was a good idea, but that Boston Borough Council's and East Lindsey District Council's scrutiny panels would not be required to undertake a review if they did not consider it to be necessary.
- Members were concerned that South Holland specific issues would be put aside to deal with partnership wide issues.
  - The Leader of the Council commented that more senior officer capacity would be available in the new shared management arrangements to focus on South Holland issues.

**DECISION:**

1. That the business case (at **Appendix A**) and entry into a South and East Lincolnshire Council Partnership between Boston Borough Council, East Lindsey District Council and South Holland District Council be approved.

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2. That delegated authority be given to the Deputy s151 Officer, in consultation with the Leader, for the approval of the final terms, and for the signing and sealing of, the Memorandum of Agreement (draft at **Appendix B**) following due diligence.
3. That, subject to similar decisions to be taken by the other two Councils, **Rob Barlow** be appointed the Joint Chief Executive and Head of Paid Services of South Holland District Council, East Lindsey District Council and Boston Borough Council from 3 August 2021. Rob shall remain formally employed by East Lindsey District Council and this Council agrees to him continuing to be placed at the disposal of this Council and at the disposal of Boston Borough Council under Section 113 of the Local Government Act 1972. Thereafter, East Lindsey District Council shall contribute 46% of the cost of Mr Barlow's remuneration, Boston Borough Council shall contribute 23% and South Holland District Council 31% of the same.
4. That, subject to similar decisions to be taken by the other two Councils, this Council agrees to **Mark Stinson** becoming the Joint Monitoring Officer of South Holland District Council, East Lindsey District Council and Boston Borough Council from 3 August 2021. Mark shall remain formally employed by this Council and this Council agrees to him being placed at the disposal of East Lindsey District Council and Boston Borough Council under Section 113 of the Local Government Act 1972. Thereafter, East Lindsey District Council shall contribute 46% of the cost of Mr Stinson's remuneration, Boston Borough Council shall contribute 23% and South Holland District Council 31% of the same.
5. That, subject to similar decisions to be taken by the other two Councils, this Council agrees to **Christine Marshall** becoming the Joint Section 151 Officer of South Holland District Council, East Lindsey District Council and Boston Borough Council from 3 August 2021. Christine shall remain formally employed by this Council and this Council agrees to her being placed at the disposal of East Lindsey District Council and Boston Borough Council under Section 113 of the Local Government Act 1972. Thereafter, East Lindsey District Council shall contribute 46% of the cost of Mrs Marshall's remuneration, Boston Borough Council shall contribute 23% and South Holland District Council 31% of the same.

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6. That the Joint Chief Executive and Head of Paid Service be authorised to commence consultation immediately on the proposed integrated shared management structure (included in **Appendix A**) and subject to there being no material changes to the senior management structure following consultation with officers, delegated authority be given to the Head of Paid Service in consultation with the Council Leaders to implement the said structure and associated appointments from within the existing senior staffing partnership cohort (Tiers 2 and 3).
7. That a Joint Chief Officer Appointment Panel and a Joint Appointment Appeals Committee be established, with terms of reference as agreed and set out in the Memorandum of Agreement, and that the Joint Monitoring Officer be authorised to make any necessary changes to the Constitution.
8. That the Joint Performance Monitoring Panel (PMP) and Policy Development Panel (PDP) undertakes a review of the Partnership after 12 months and reports back to Council.

**28. ALLOCATION OF FUNDING FOR PLANNED WORKS TO BE UNDERTAKEN AT SPALDING CEMETERY, PINCHBECK ROAD, SPALDING.**

Consideration was given to the report of the Portfolio Holder for Assets and Planning which sought to secure agreement to amend the Council's Capital Programme for the 2021-22 Financial Year to make provision for planned capital works to be undertaken at Spalding Cemetery and approve the draw-down of the Spalding Special Expenses Reserve to fund revenue works.

The Portfolio Holder for Assets and Planning presented the report and explained that improvements had already been undertaken at the Cemetery over the past three months, and that further improvements were now planned.

The Portfolio Holder for Health and Wellbeing, Conservation and Heritage expressed her support for the improvements being made at the Cemetery and was proud to have been instrumental in raising the profile of the Cemetery over the last few years.

Members commented that a churchyard reflected its community, and requested that Spalding Cemetery be maintained to a consistent, suitable standard.

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The Portfolio Holder for Assets and Planning extended his thanks to the Cemetery volunteers who had helped with the upkeep of the Cemetery.

*(Councillor Tyrrell left the room at 19:00 during this item and returned for the next Agenda item)*

**DECISION:**

- 1) That the Council's Capital Programme for the Financial Year 2021-22 be amended to provide a capital allocation to fund works required to be undertaken at Spalding Cemetery, Pinchbeck Road, Spalding.
- 2) That the net capital receipt proceeds from the sale of the Cemetery Gatehouse (£151k), sold in 2008 and previously providing a revenue income towards the running of the cemetery, be used to fund the capital works referred to in recommendation 1 above.
- 3) That the allocation of up to £20k from the Council's Capital Programme, as a sum set aside as project contingency, be approved.
- 4) That a sum of up to £26k of the Spalding Special Expenses Reserve, to be used to fund enabling works (revenue item works required to be undertaken prior to the capital funded works commencing) be approved.
- 5) To note that following a procurement exercise to determine a suitable contractor to undertake the capital works, a further decision would be required, in this case a Portfolio Holder decision, to enable the award of a contract for these works.

**29. HRA- ENERGY EFFICIENCY IMPROVEMENTS PROJECT**

Consideration was given to the report of the Portfolio Holder for HRA and Private Sector Housing and the Executive Director – Strategy and Resources (S151) which sought agreement for acceptance of Green Homes Grant Local Authority Delivery capital funding of £800,000 and enabling funding of £87,300; agreement to an amendment to the HRA capital programme of £1,152,300, to be funded by £887,300 Green Homes Grant and £265,000 for match funding required under the scheme; agreement to retrofit works to council properties at a total initial value of £1,152,300; and approval of the acceptance of grant

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funding and the necessary amendments to the HRA capital budget.

The Portfolio Holder for HRA and Private Sector Housing introduced the report and explained that a successful funding bid but a short timeline had been given for the delivery of works included within the bid. She advised that 300 properties had already had air source heat pumps installed in off-gas areas. She explained that low energy performing properties would be chosen first for improvements and that 70% of the funding for the project would be provided by the government.

The following points were raised:

- Members asked whether there was any evidence from the 300 properties that already had air source heat pumps that tenants would not have to supplement their heating in the winter.
  - The Portfolio Holder responded that tenants were currently being consulted on how their air pumps had been working, and responses would be shared with Members once the consultation was complete.
- Members welcomed the new approach but were concerned that 2035 may be too late in relation to climate change.

The Chairman advised that recommendations 5 and 6 detailed within the report had already been approved via a Portfolio Holder Decision taken on 20 July 2021.

**DECISION:**

- 1) That Council approve acceptance of capital funding of £800,000 under the terms of the Green Homes Grant Local Authority Delivery scheme.
- 2) That Council approve acceptance of enabling funding of £87,300 under the same scheme.
- 3) That Council approve an amendment to the HRA capital programme to include a budget of £1,152,300, to be funded by £887,300 Green Homes Grant and £265,000 to match fund retrofit works in accordance with requirements of the scheme.
- 4) That Council approve the acceptance of grant monies together with outlined budget amendments to enable match funding for retrofit works with an initial contract value



of £1,152,300.

**30. PAVEMENT LICENSING**

Consideration was given to the report of the Portfolio Holder for Public Protection which requested that consideration be given to continuing to delegate to the Lincolnshire County Council authority to discharge all functions relating to pavement licences under section 1 to 9 of the Business and Planning Act 2020 as amended.

The report was presented by the Portfolio Holder for Public Protection. The Head of Public Protection advised Members that the second recommendation would be removed, and that, following some further legal advice that had been received, the first recommendation would be amended as follows:

*'That Lincolnshire County Council be authorised to discharge, for the South Holland District Council area, all functions relating to pavement licences contained in sections 1 to 9 of the Business and Planning Act 2020 as amended by the Business and Planning Act 2020 (Pavement Licences) (Coronavirus)'*

The following points were raised:

- Members asked whether this absolved the District Council of any liability if an injury occurred whilst the pavement licence was in place.
  - The Head of Public Protection confirmed that SHDC were consultees on any application for a pavement licence however liability for an injury would likely lie with the business whose pavement furniture it was.
- Members enquired as to how many licences had been granted since the pavement licensing functions had been delegated to Lincolnshire County Council and whether any complaints had been received by the District Council regarding the County Council not carrying out the licensing process correctly.
  - The Head of Public Protection confirmed that 5 licences had been granted within the South Holland area and no complaints had been received directly by the Licensing Team. Any complaints received would be passed onto Lincolnshire County Council who administer the scheme.

**DECISION:**

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That Lincolnshire County Council be authorised to discharge, for the South Holland District Council area, all functions relating to pavement licences contained in sections 1 to 9 of the Business and Planning Act 2020 as amended by the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2021 or by any further regulations.

**31. REPORT FROM OUTSIDE BODIES**

Consideration was given to the report of Councillor Scalese in respect of Health Scrutiny for Lincolnshire.

**DECISION:**

That the report be noted.

**32. NOMINATIONS FOR COMMITTEES AND OTHER SEATS AND PROPOSED CHANGES TO THE CONSTITUTION.**

There were none.

**33. SOUTH HOLLAND CENTRE**

Consideration was given to the report of the Portfolio Holder for Communities and Facilities which sought approval to proceed with the implementation of the proposed structure to accompany revised operations.

The report was presented by the Portfolio Holder for Communities and Facilities who made the following points:

- Fundamental changes had occurred in the Arts sector over the course of the pandemic and there was not much information and data available as yet regarding how the sector would recover;
- Prior to the pandemic running costs were already significantly higher than the income generated by the Centre and this had cost taxpayers over £1 million over the last 4 years which could not continue;
- The Council now had an opportunity to refine the offer of the South Holland Centre whilst still supporting local theatre groups and activities important to residents;
- The phased approach for re-opening the Centre was based on public feedback and a user survey where 80% of customers wanted the immediate return of cinema while 40% of responders preferred to not be seated near others;

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- Recent data received via Facebook showed that residents wanted a return for live performances, and this would happen in October.
- While closed, the Centre had been made Covid secure and had undergone some refurbishments;
- It was pleasing to see the enthusiasm of the public for the return of live events and performances but this needed to be more sustainable and cost effective;
- Customers would be able to book online or via telephone;
- The new staffing structure would be flexible, could be expanded when the needs of the programme of the Centre required it, and would be a better use of staffing resources.
- Following the pandemic, newly released films were available to the Council earlier than previously allowed and this presented an opportunity for visitors to see the latest releases earlier.
- The Centre would programme more films/productions on a Sunday to support town centre footfall and ensure that the centre is open flexibly for the public.

The following points were raised by members:

- Concern that the staff restructure was taking place too early and that there had been a lack of consultation on the new proposal for the South Holland Centre with both them and the public.
- That further scrutiny and input from external experts was needed before a decision could be made on the staff restructure.
  - The Portfolio Holder for Communities and Facilities responded that a task group could be set up in a few months' time to look at how the structure was working and that the proposed structure presented to Council was an opportunity to secure the future of the Centre. He also confirmed that a Friends of the South Holland Centre group was being set up so that the Council could work closely with local groups and receive feedback.
- That members of the public who had previously volunteered at the Centre had not been contacted in preparation for the re-opening of the Centre on the 22 July 2021.
  - The Portfolio Holder for Communities and Facilities confirmed that volunteers had been contacted and would be back in the Centre the following week.

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- Concern that in a press release in November 2020, staff had been told that they were in 'safe hands' but that it did not look like that was the case anymore.
  - The Portfolio Holder for Communities and Facilities responded that the staff had been praised in his earlier words to Members, but the Council could not continue to spend £1m over 4 years on the Centre without a restructure taking place. He also confirmed that there was a number of vacancies across the organisation that staff were able to apply for.
  
- Asking how fears of local theatre groups could be calmed.
  - The Portfolio Holder for Communities and Facilities responded that live performances would return later in the year and that this was a major part of the South Holland Centre's offer to the people of South Holland.
  
- Concerns that members had been presented with only one option for the future of the Centre and asked what hours the Centre would be open following the revised programme launch.
  - The Communities Manager responded that there was uncertainty over hours until recovery of the sector could be seen. She also confirmed that staffing levels would increase/decrease depending on what events were scheduled, and that the flexibility of the structure set out in the report would allow for this.
  
- That a Scrutiny task group may not be appropriate and that better use could be made of the Centre. Members advised that a steering group should be set up to look at the situation pre-covid and that there would be a need to use local and professional knowledge to assist with the work of the potential steering group.
  - The Portfolio Holder for Communities and Facilities reiterated that a Friends of South Holland group would be set up and other experts could be included to show a new path for the Centre.
  
- Questioning how much consideration had been given to the proposals within the report and that the Council should liaise with other local authorities on the running of a successful theatre.
  
- Reiterating that the future of the South Holland Centre

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would be in danger if the recommendations set out in the report were not accepted. They also advised that help and advice could be received within the new partnership with Boston Borough and East Lindsey District Councils.

- That live performances were part of the plan, but they would have to be phased in and Arts Council funding was given to help with this. They commented that public consultation made it clear that many Centre users did not want to come back without social distancing in place.
- That the grants that had been received were used to safeguard the building for arts and culture and the report presented to Council had ambitions to expand the programme with a flexible approach. It was hard to ignore the human impact, but hard decisions needed to be made.
- That it was the wrong time for a restructuring of the Centre to take place, and that it should be undertaken at the end of the process, with Centre staff being redeployed to other departments of the Council in the meantime.
- That the new South-East Lincolnshire Councils Partnership would enable the Council to gather information and advice from partners, and help improve the South Holland Centre offering. Members asked whether other authorities had been consulted as part of the preparation of the report.
  - The Assistant Director – Communities and Operations responded that a culture and leisure expert had been sought for advice around plans for re-opening and reassured Members that the Council was in constant contact with neighbouring authorities and groups around South Holland; this included national groups.
  - The Portfolio Holder for Communities and Facilities also added that the Council had been required to bid for the grant funding that it had received for the Centre and that this had not been given out automatically by the government.
- Asked whether the main doors to the Centre were still locked and if the building was open full time for the public to be able to book tickets for performances.
  - The Communities Manager responded that booking was available 24/7 online and that the team were currently testing customer feedback on booking. They confirmed that the Box Office would be open prior to and during a

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performance and tickets could also be bought on the door. Customer feedback would be evaluated at every stage of re-opening and customers would also be surveyed throughout the year.

The appendix relating to this item was attached to the agenda as an exempt item. However, no discussion was required on the exempt appendix and the item was therefore considered in open session.

**DECISION:**

- 1) That the update contained within the report in respect of the reopening plans for the South Holland Centre be noted;
- 2) That the proposed changes to the staffing structure in respect of the South Holland Centre be approved, and that the Executive Director (Strategy & Resource) in consultation with the Portfolio Holder for Communities and Facilities be authorised to implement the proposed staffing structure and to take any incidental or subsidiary action that may be necessary to enable such implementation.

**34. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

There were none.

(The meeting ended at 8.25 pm)

(End of minutes)