



NOTICE UNDER RULE 12 – OF THE ACCESS TO INFORMATION PROCEDURE RULES URGENT KEY DECISION NOT INCLUDED ON KEY DECISION PLAN

FROM: Assistant Director - Governance (being the Proper Officer for the purposes of this notice)

TO: Chairman, [Performance Monitoring Panel]

MATTER TO WHICH THIS NOTICE RELATES:

Proposed key decision:- **Household Support Fund (fifth round) - To accept the funding allocation from Lincolnshire County Council as part of the Department for Work and Pension's Household Support Fund 1 April 2024 - 30 September 2024 to deliver the scheme at a local level**

NOTICE IS HEREBY GIVEN THAT:

The Deputy Chief Executive – Corporate Development (S151 Officer) of South Holland District Council intends to make a key decision in respect of the above matter under Rule 12 of the Access to Information Procedure Rules.

Normally any proposal to make a key decision must be published on the Council's Key Decision Plan, and at least 28 days must then pass before the key decision can be made. In this instance the key decision has not been included on any published Key Decision Plan, and there is insufficient time to do so. It would then normally be necessary, where practicable, to comply instead with Rule 12, of the Access to Information Procedure Rules. Rule 12 allows a key decision to be made, which has not been published on a Key Decision Plan, provided a notice is instead published advising that a key decision will be made once at least 5 clear days have passed since publication of the notice.

The decision, the subject of this notice, is required urgently, and cannot wait until at least 28 clear days have passed following publication of a Key Decision Plan because:

- Due to the urgent need to support vulnerable households with immediate and living costs an urgent decision needs to be taken to deliver the local scheme from June 2024;
- Household Support Funding allocations must be utilised by 30 September 2024 and cannot be held over for future use. Local Authorities can draw down grant retrospectively based on 'committed spend' only. For the purpose of this scheme committed spend relates to grant funding that has been spent and delivered to vulnerable households;
- If the Lincolnshire scheme does not start delivering essential support to vulnerable households in Jun 2024, there is a risk that Lincolnshire's allocation will not be used within the available time frame. This would risk not drawing down local allocation of available Government welfare funding to support vulnerable households and be reputational risk to the authorities.

In accordance with Rule 12 of the Access to Information Procedure Rules:

- the decision cannot be made until 5 clear days have elapsed following publication of this notice; and
- as the decision is urgent, the call-in procedure will not apply and the decision will take effect immediately it is made.

This notice is published on the 23 May 2024.