

AGENDA



- Committee - **CABINET**
- Date & Time - Tuesday, 12 March 2019 at 10.00 am
- Venue - Council Chamber, Council Offices, Priory Road, Spalding

Membership of the Cabinet:

Councillors: The Lord Porter of Spalding CBE (Leader), C N Worth (Deputy Leader), M G Chandler (Deputy Leader), T A Carter, A Casson, P E Coupland, R Gambba-Jones, C N Johnson, C J Lawton and G J Taylor.

No substitutions permitted. Quorum 3.

Note: Cabinet reports may be referred to Council or Scrutiny Panels. They should therefore be kept for future reference during the current committee cycle.

Persons attending the meeting are requested to turn mobile telephones to silent mode

Democratic Services
Council Offices, Priory Road
Spalding, Lincs PE11 2XE

Date: 4 March 2019

AGENDA

1. Apologies for absence.
2. Minutes - To sign as a correct record the minutes of the meeting of the Cabinet held on 12 February 2019 (copy enclosed). (Pages 5 - 14)
3. Declarations of Interest. - (Where a Councillor has a Disclosable Pecuniary Interest the Councillor must declare the interest to the meeting and leave the room without participating in any discussion or making a statement on the item, except where a Councillor is permitted to remain as a result of a grant of dispensation.)
4. Questions raised by the public under the Council's Constitution (Standing Orders).
5. To consider any matters which have been subject to call-in.
6. To consider matters arising from the Policy Development and Performance Monitoring Panels in accordance with the Overview and Scrutiny Procedure or the Budget and Policy Framework Procedure Rules.
7. Records Management Policy - To consider and approve the Records Management Policy for the Council (report of the Portfolio Holder Governance and Customer enclosed). (Pages 15 - 24)
8. Customer Access Strategy - To implement the Customer Access Strategy which aims to improve residents' experience of contacting South Holland District Council while also increasing the efficiency of overall operating arrangements (report of the Portfolio Holder Governance and Customer and the Executive Director Strategy and Governance (Monitoring Officer) enclosed). (Pages 25 - 50)
9. ICT & Digital Strategy and Digital Work Programme 2019 - 2022 - To adopt the new ICT and Digital Strategy and recommend to Council the transfer of funds to ensure the delivery of the Digital Work Programme (report of the Portfolio Holder Strategy, Governance and Transformation and the Executive Director Strategy and Governance (Monitoring Officer) enclosed). (Pages 51 - 96)
10. Car Parking Consultation Outcome - To provide Members with the details of the outcomes of the statutory consultation and agree changes to the car parking order (report of the Portfolio Holder, Place enclosed). (Pages 97 - 106)
11. Opportunity Peterborough Contract - To review the continuation of the Opportunity Peterborough contract for a further 6 months (report of the Portfolio Holder Growth and Commercialisation enclosed). (Pages 107 - 116)

12. Review of Housing Allocations Policy - To advise Members of the consultation process required to amend the Council's Housing Allocations Policy and to seek approval to begin this process, implementing a new policy (report of the Portfolio Holder Housing and Health and the Executive Director Place enclosed). (Pages 117 - 158)
13. HIMO Licensing Policy - To advise Members of the new HIMO Licensing Policy and to seek approval to implement the revised Policy (report of the Portfolio Holder Housing and Health and the Executive Director Place). (To follow)
14. Private Sector Housing Enforcement Policy - To consider the draft Private Sector Housing Enforcement Policy and to seek approval to implement the revised Policy (report of the Portfolio Holder Housing and Health and the Executive Director Place). (To follow)
15. Debt Write Off - To seek approval for the write off of uncollectable debt (report of the Portfolio Holder Finance and the Executive Director Commercialisation (S151) enclosed). (Pages 159 - 162)

Please note that the appendices associated with this report are not for publication by virtue of Paragraphs 1 (Information relating to any individual), 2 (Information which is likely to reveal the identity of an individual) and 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) in Part 1 of Schedule 12A of the Local Government Act 1972, and are therefore attached to this agenda as item 19.

16. Benefits Verification Policy - To define the standards of verification for evidence required in respect of Housing Benefit claims and the Local Council Tax Support Applications, to help protect public funds from fraud and error (report of the Portfolio Holder Finance and the Executive Director Commercialisation (S151) enclosed). (Pages 163 - 168)

Please note that the appendices associated with this report are not for publication by virtue of Paragraph 7 (Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime) in Part 1 of Schedule 12A of the Local Government Act 1972, and are therefore attached to this agenda as item 20.

17. Any other items which the Leader decides are urgent. -

- Note:
- (i) No other business is permitted unless by reason of special circumstances, which shall be specified in the Minutes, the Leader is of the opinion that the item(s) should be considered as a matter of urgency.
 - (ii) Any urgent item of business that is a key decision must be dealt with in accordance with the Constitution's Access to Information Procedure Rules.

18. To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2, 3 and 7 of part 1 of Schedule 12A of the Act.
19. Debt Write Off - Appendices (enclosed). (Pages 169 - 190)
20. Benefits Verification Policy - Appendices (enclosed) (Pages 191 - 202)
21. Future occupancy of the South Holland District Council's Office at Priory Road, Spalding - To obtain agreement for letting accommodation at the Council's Offices at Priory Road, Spalding (report of the Deputy Leader). (To follow)