

Minutes of a meeting of the **CABINET** held in line with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020, on Tuesday, 15 December 2020 at 10.00 am.

PRESENT

G A Porter (Leader)

P E Coupland (Deputy  
Leader)  
C N Worth (Deputy  
Leader)  
A Casson

R Gambba-Jones  
R Grocock  
C J Lawton

E J Sneath  
G J Taylor

Cabinet Support  
Members:

Councillor J R Astill, Councillor A C Beal and Councillor  
N H Pepper

The Executive Director – Commercialisation (S151), the Executive Manager – Property and Development, the Executive Manager – Growth, the Housing Landlord Services Manager, the Housing Services Manager, the Senior Change Innovation and Performance Officer, the Health and Safety Manager, the Strategic Finance and Compliance Manager, the Democratic Services Manager and the Democratic Services Trainee.

Apologies for absence were received from or on behalf of Councillors J L Reynolds and T A Carter, together with Lincolnshire Community & Voluntary Service and Lincolnshire Police

In Attendance: Councillor A M Newton (Independent Group Leader), Councillor B Alcock (Chairman, Performance Monitoring Panel) and Councillor A R Woolf (Chairman, Policy Development Panel)

**44. MINUTES**

The minutes of the meeting held on 27 October 2020 were agreed, and would be signed by the Leader as a correct records as soon as reasonably practical after the meeting.

**45. DECLARATIONS OF INTEREST.**

There were none.

**46. QUESTIONS RAISED BY THE PUBLIC UNDER THE COUNCIL'S CONSTITUTION (STANDING ORDERS).**

There were none.

Action By

CABINET - 15 December 2020

**47. TO CONSIDER ANY MATTERS WHICH HAVE BEEN SUBJECT TO CALL-IN.**

There were none.

**48. TO CONSIDER MATTERS ARISING FROM THE POLICY DEVELOPMENT AND PERFORMANCE MONITORING PANELS**

There were none.

**49. Q2 PERFORMANCE REPORT 20/21**

Consideration was given to the report of the Deputy Leader of the Council which provided an update on how the Council was performing for the period 1<sup>st</sup> July 2020 to 30<sup>th</sup> September 2020.

Members commented that when calling Customer Services, the wait time to be connected as a result of the recorded available options was too long.

The Deputy Leader agreed, took the comments on board and stated that improvements would be considered with officers.

LD

**DECISION:**

That Cabinet note the contents of the report.

*(Other options considered:*

- *Do nothing*

*Reasons for decision:*

- *To ensure that the Council's performance is properly scrutinised.)*

**50. LOCAL COUNCIL TAX SUPPORT SCHEME 2021/22**

Consideration was given to the report of the Portfolio Holder for Finance and Executive Director – Commercialisation (S151) which provided information about final proposals for the Local Council Tax Support scheme 2021/22.

Members commented that, in reading the proposals for the Local Council Tax Support Scheme, it highlighted the complexities of the Council Tax setting process, and that a clear explanation of the process would be helpful.

It was agreed that a finance briefing detailing how the Council Tax was set and how this linked into the budget, be arranged for

SK, RB

**CABINET** - 15 December 2020

members, ahead of the Budget Setting process.

**RECOMMENDED TO COUNCIL:**

- a) That the current Local Council Tax Support scheme, including uprating in line with DWP's annual update of allowances and premiums for housing benefit for 2021/22, be continued;
- b) That the backdating period for working age claimants be extended from one month to three months; and
- c) That delegation be given to the Executive Director – Commercialisation (S151) in consultation with the Portfolio Holder for Finance to approve the final scheme in line with this report, and any administrative and minor changes.

*(Other options considered:*

- *Option two – Continuation of the current scheme into 2021/22, uprated in line with DWP uprating of allowances and premiums for housing benefit, but do not extend the backdating period for working age claimants.*

*Reasons for decision:*

- *Continuation of the current scheme for 2021/22 would provide continuity for Council Tax Support recipients, and more certainty and stability in respect of the liability of Council Tax. Increasing backdating in appropriate circumstances to three months would provide additional support to households and may help to prevent debt.)*

**51. TENANCY MANAGEMENT POLICY**

Consideration was given to the report of the Portfolio Holder for HRA and Private Sector Housing and Executive Director – Commercialisation (S151) which sought approval of the Tenancy Management Policy.

There was some discussion around how tenants were made aware of the regulations surrounding succession in social housing properties, and general changes to the Tenancy Management Policy. The Housing Services Manager confirmed that all tenants would be sent a letter, clearly explaining the rules around Successions as well as the Right to Buy. This would also include contact details for individual officers within the Housing team. It was stated that tenants could also contact the Housing Department directly with any queries

VC, JK

In order to inform the wider public on these issues, it was suggested that the Portfolio Holder work in conjunction with the Communications Manager and Housing Officers to provide an

VC, SG

**CABINET - 15 December 2020**

interview to the local Press.

**DECISION:**

- 1) That the Housing Tenancy Management Policy be adopted
- 2) That amendments to the appendices of the Policy and minor operational amendments be delegated to the Housing Landlord Services Manager in consultation with the Portfolio Holder for HRA and Private Sector Housing.

*(Other options considered:*

- *To do nothing and continue to operate without policies in place.*

*Reasons for decision:*

- *To provide a policy on tenancy management to ensure consistency across the district and Housing Department.*
- *To set out the Council's approach to tenancy management and provide a document that Officers and Members can refer to.)*

**52. CORPORATE HEALTH & SAFETY POLICY 2020**

Consideration was given to the report of the Portfolio Holder for Public Protection and Executive Director – Commercialisation (S151) which proposed a revised Health and Safety Policy and to recommend its formal adoption and implementation.

Members commented that Health and Safety had to be communicated in a positive way to the public. The Health and Safety Manager agreed with this view.

SG, DH,  
NK

Members also asked that the health and safety of SHDC staff working from home be considered by officers.

CB, ES

**DECISION:**

That the Health and Safety Policy 2020 be approved for adoption

*(Other options considered:*

- *Agree the adoption of the revised Health and Safety Policy with amendments*
- *Do nothing*

*Reasons for Decision:*

- *To ensure South Holland was compliant with its statutory duties*
- *To protect the health and safety and welfare of employees and the health and safety of visitors to South Holland's premises or where services were provided by the Council.)*

**CABINET - 15 December 2020**

**53. ANY OTHER ITEMS WHICH THE LEADER DECIDES ARE URGENT.**

There were none.

(The meeting ended at 10.38am)

(End of minutes)

These minutes are published on **Friday 18<sup>th</sup> December 2020**. In accordance with the Council's Constitution the DECISIONS detailed above will, unless otherwise stated, come into force and may then be implemented on **Wednesday 30<sup>th</sup> December 2020** (i.e. after the expiry of 5 working days from the date of publication of these minutes), unless during that period a notice which is signed by either a Ward Representative (in relation to a matter in their ward) or two members of the Performance Monitoring Panel or any three members, and complies with the requirements of the Council's Constitution is served on the Executive Manager Governance requesting that the decision be called-in and the Executive Manager Governance approves the request for call-in. Where a decision is called-in it will firstly be considered by the Performance Monitoring Panel on a date to be fixed.

Any FINAL DECISIONS and any URGENT DECISIONS take effect immediately.

Any RECOMMENDATIONS TO COUNCIL detailed above will be submitted for consideration to the meeting of the full Council on **Wednesday 20<sup>th</sup> January 2021**.