

Minutes of a meeting of the **Overview & Scrutiny Committee – Review of Cabinet Agenda** held by video link on **Tuesday 27 October 2020** at **10.00am** when there were present:

Cllr S Riley – Chairman

Cllr A D Adams
Cllr N J Brennan
Cllr P E Bulman
Cllr S J Catchpole

Cllr S I Holland
Cllr C Karimi-Ghovanlou
Cllr K S Kelly
Cllr D King

Cllr G K Nurden
Cllr S M Prutton

Cllr J Emsell, Cllr L Hemsall, Cllr J Leggett, Cllr T Mancini-Boyle and Cllr F Whymark also attended the meeting.

Also in attendance were the Director Resources, Director People & Communities, Chief of Staff, Assistant Director Regulatory, Assistant Director Planning, Assistant Director Finance, Senior Finance Business Partner, Strategy and Programme Manager, Housing Standards Senior Manager, Housing and Wellbeing Senior Manager, Business Improvement Team Manager, Governance Manager, Policy and Partnerships Officer, Communities Senior Manager, Senior Governance Officer (SW) and the Democratic Services Officer (JO).

181 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cllr J Leggett	192 – Housing Standards Enforcement Policy	Pecuniary Interest, owner of a rental property.

182 APOLOGY FOR ABSENCE

An apology for absence was received from Cllr Harpley.

183 MINUTES

The Minutes of the meeting held on 22 September 2020 were confirmed as a correct record,

184 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the meeting that he had agreed to bring forward item 19 – Planning Enforcement Plan and Strategy, as the Portfolio Holder had another appointment later in the day.

CABINET REPORTS

185 PLANNING ENFORCEMENT PLAN AND STRATEGY

The Business Improvement Team Manager introduced the report, which presented an updated Enforcement Plan and Strategy, following an audit of the Planning Enforcement Service in early 2020.

He advised the meeting that the report had been considered and recommended for approval by the Place Shaping Panel yesterday, subject to the inclusion of headings for the legislative tools that were available to the Council (pre formal, formal and compliance) and to also include a flowchart to outline the enforcement process. The Panel had also asked that enforcement training be provided for parish and town councils. The Committee welcomed and endorsed these suggestions.

The Panel had also asked if the Plan and Strategy needed to go to Council for approval, but following consultation with the Governance Manager it had been confirmed that they covered operational matters and could be approved by Cabinet.

The Plan would now include a more proactive approach towards the monitoring of the commencement of developments with planning permission to ensure compliance with associated conditions. However, the Council would seek to negotiate over breaches of planning in the first instance.

To ensure that Members had an overview of current cases it was also proposed that a monthly report be provided to all Members, which would highlight work being undertaken. Training would also be provided to allow Members to make best use of this information.

In response to a query, it was confirmed that the Strategy had not been updated since 2015, so was thought to be in need of a refresh.

In answer to a query from the Chairman regarding planning permission containing conditions which were later found to be unenforceable, the Assistant Director Planning confirmed that training with officers has taken place and standard conditions have been reviewed and updated. Senior Officers also check all decisions prior to being issued. Planning Officers also kept in close dialogue with Enforcement Officers to ensure that they avoided this type of condition and sought a test of compliance when assessing them. She also reminded the Committee that landowners could apply to vary planning conditions.

In answer to question regarding the Planning Department, it was confirmed that the main office location would be South Norfolk House, although there

would be a presence at Thorpe Lodge and Officers would be available to meet Members in person at the Council offices when the Covid-19 restrictions were relaxed.

It was confirmed that an email had been sent to all Members on 4 September 2020 regarding the relocation of some Council departments. The rationale around this had come from staff, who had expressed a preference for being based as a department on one site, as part of the New Ways of Working programme. The move had also been discussed with the Service Improvement and Efficiency Committee.

The Vice-Chairman suggested that the move would be detrimental to Broadland Members and residents and should be looked at again.

The Portfolio Holder for Transformation and Organisational Development advised the meeting that he did not think the physical location of staff was an issue, as Officers would be providing the same service for Broadland that they had always done and he commended Officers for continuing to provide an excellent service under difficult circumstances.

However, Member of the Committee considered that this was a strategic matter that should be debated by Members and it was:

AGREED

That the relocation of the Planning Department to South Norfolk House be placed as an Agenda item for consideration at the 17 November 2020 meeting of the Overview and Scrutiny Committee.

RECOMMENDED TO CABINET

Options 1 and 2

- (1) To agree the use of the Enforcement Plan at Appendix 1 for the Planning Enforcement Service at Broadland Council.
- (2) To agree the use of the Enforcement Strategy at Appendix 2 for the Planning Enforcement Service at Broadland Council, *subject to the inclusion of the headings and flowchart, as suggested by the Place Shaping Panel, as well as offering enforcement training to parish and town councils.*

186 BUDGET UPDATE REPORT

The Assistant Director Finance introduced the report, which provided an additional update on the budgetary position at the Council, which was considered appropriate due to the exceptional circumstance caused by the pandemic.

As part of the response to COVID-19 and the New Ways of Working programme, staff had now been categorised as either: a permanent home worker (80 staff), a home enabled worker (396 staff working both at home and in the office) and 70 dedicated office workers. However, at present only 327 officers had laptops.

This left 219 laptops short and, therefore, to complete a roll out of laptops plus peripherals a further £256,000 (including 20% contingency) split BDC 45%, SNC 55% was required.

Member approval was, therefore, requested to increase the BDC 2020/21 Information Technology Capital Budget by £115,000 to fund the rollout of additional laptops to better facilitate the New Ways of Working.

The Council had some unallocated COVID-19 grant monies and it was proposed to allocate funds from this budget in order to fund the extra cost.

The Committee expressed concern that the arrangements did not cover laptops for Members. It was noted that iPads were not suitable for looking at large documents or for using with Zoom. The Chairman also reminded the Committee that an IT Members Working Group had been suggested for a long time, but had never been convened.

The Vice-Chairman proposed amending recommendation 1 to:

To increase the BDC 20/21 Information Technology Capital Budget by ~~£115,000~~ *the amount required*, to fund the rollout of additional laptops, *for staff and all 47 Members* to better facilitate the New Ways of Working.

The proposal was duly seconded.

In response to a question from the Chairman, the Assistant Director Finance confirmed that the unallocated COVID-19 grant could cover the additional cost of the laptops for Members.

The Assistant Director Finance then took Members through further sections of the report.

To resource the delivery of the ambitions and objectives in the Environmental

Strategy, as requested by the Portfolio Holder for Environmental Excellence, it was proposed to increase the BDC annual Revenue Budget by £44,000 (with a pro-rata adjustment for 2020/21, as only a part year effect) in order to allow for a new permanent role of Environmental Strategy Coordinator.

The Portfolio Holder for Environmental Excellence advised the meeting that she was delighted with the proposed funding to deliver the Economic Strategy.

In order to cover the costs of the waste procurement contract and depot projects it was proposed to transfer the unspent 'joint waste budget' for this purpose.

Due to the COVID-19 pandemic, the food and workplace safety and licensing regulatory services had been seriously impacted and faced a range of demands beyond the capacity of existing staffing resources.

Three additional posts had been approved by management at a cost of £100,000. Members were now requested to retrospectively approve the allocation of COVID-19 grant funding to cover these costs.

Cabinet on 16 June 2020, had endorsed a provision of £100,000 to cover direct hardship payments to residents during the COVID-19 pandemic. As at end September £13,000 had been paid out in direct hardship payments to residents. Members were therefore requested to reduce the top slice to £23,000. This would allow £77,000 to be returned to help cover the cost of the £150 Council Tax discounts, which were currently standing at £573,000.

Cabinet on 16 June 2020 had agreed to reduce the 2020/21 income budgets by £431,000 to reflect estimated lost income due to the COVID-19 pandemic. However, £215,000 of this should be recoverable from the Government through a one-off income loss scheme.

Members were also requested to agree the proposed changes to the 2020/21 income budgets, which had been due to unavoidable losses from sales, fees and charges.

On 9th September 2020, Government had announced a new Local Restrictions Support Grant to support businesses that were required to close during localised COVID-19 restrictions. Although the District had avoided any localised restrictions so far, preparatory work was taking place just in case.

Members were, therefore, asked to note that in due course the Portfolio Holder for Economic Development would be asked to approve the criteria for the distribution of discretionary local lockdown grants, in line with the Council's Constitution.

The Council had been allocated £49,421, from the Government to spend on COVID-19 related compliance and enforcement activities. Measures suggested in the Government guidance were aimed at helping the public and businesses to understand the latest regulations and funding the cost of dedicated staff to encourage compliance with the rules, including marshals.

Members were, therefore, asked to agree that the Assistant Director Regulatory be authorised to spend the new Coronavirus Enforcement Grant of £49,421, to help the public and businesses understand the latest COVID-19 regulation, and increase compliance work and enforcement checks on businesses.

The post of Assistant Director Consultancy Team, had only briefly been filled. The post was currently vacant, and was not budgeted for. Key responsibilities of this role had been picked up and absorbed into the Transformation Team under the leadership of the Chief of Staff.

Members were therefore requested to agree that the post of Assistant Director Consultancy Team be removed from the senior management establishment.

The report also asked Cabinet to note the update to the Council's Medium Term Financial Strategy as a result of the proposed changes.

RECOMMENDED TO CABINET

Options (1, as amended -10)

Cabinet to recommend to Council the following:

- (1) To increase the BDC 20/21 Information Technology Capital Budget by ~~£115,000~~ *the amount required*, to fund the rollout of additional laptops, *for staff and all 47 Members* to better facilitate the New Ways of Working.
- (2) To increase the BDC annual Revenue Budget by £44,000 (with a pro-rata adjustment for 20/21 as only a part year effect) to fund an additional resource to help implement the actions set out in the recently agreed Environmental Strategy.
- (3) To agree that the unspent 'joint waste budget' can be applied to cover the costs of the waste procurement and depot projects.
- (4) To increase the budgetary provision for COVID-19 expenditure from £250,000 to £295,000 to cover the additional £45,000 regulatory expenditure.

- (5) To reduce the budgetary provision for COVID-19 direct hardship payments by £77,000 and return the money to the main Council Tax Support hardship allocation.
- (6) To agree the proposed changes to the 20/21 income budgets as set out in paragraph 4.17.
- (7) To agree that the Assistant Director Regulatory is authorised to spend the new Coronavirus Enforcement grant of £49,421, to help the public and businesses understand the latest COVID-19 regulation, and increase compliance work and enforcement checks on businesses.
- (8) To remove the post of Assistant Director Consultancy Team from the establishment.

Cabinet to note:

- (1) The updated Medium Term Financial Strategy.
- (2) That the Portfolio Holder for Economic Development will be asked to approve the criteria for the distribution of discretionary local lockdown grants, in line with Part 3 of the Constitution Para 16.5 (1) Delegation of powers to Portfolio Holders, and Para 19.18 (22) Oversight of the Council's Grants Policy.

The Committee adjourned at 11.44am and reconvened at 11.51am, when all of the Committee Members listed above were present.

187 REVIEW OF EARMARKED RESERVES

The Assistant Director Finance introduced the report, which reviewed the Council's earmarked reserves and proposed that three reserves be closed, two merged and the two reserves created.

Earmarked Reserves were amounts that had been set aside to provide financing for specific future events. The Council's Earmarked Reserves as at 31 March 2020, were £8.733m.

The proposed changes were:

- The External Funding Reserve be closed.
- The Community Right to Challenge Reserve be closed.
- The Systems Thinking Reserve be closed.

- The reduction in the Business Rates Reserve of £703,000.
- That the Economic Success Fund and the Broadland Growth Fund be merged into a new 'Economic Growth Fund'.
- A Refuse Services Reserve of £7m is created.
- A New Ways of Working Reserve of £4m be created.

The proposed changes would result in the earmarked reserves being increased to £18.692m. This would reduce the General Fund to £5.387m, which was still significantly above the minimum recommended level of £2m.

It was noted that the Council could borrow at a cheaper rate than was commercially available, so it could be advantageous for it to purchase a fleet of new refuse vehicles and lease them to the waste contractor.

RECOMMENDED TO CABINET

Options (1, 2, 3 and 4)

Cabinet to **recommend to Council** to agree the following changes to the Council's Reserves:

- (1) The closure of the following reserves:
 - (a) External Funding Reserve.
 - (b) Community Right to Challenge Reserve.
 - (c) Systems Thinking Reserve.
- (2) The reduction in the Business Rates Reserve by £703,000.
- (3) The merging of the Economic Success Fund and the Broadland Growth Reserve.
- (4) The creation of the following Reserves:
 - (a) Refuse Services - £7m.
 - (b) New Ways of Working - £4m.

188 TREASURY MANAGEMENT QUARTER 2 REPORT 2020/21

The Assistant Director Finance introduced the report, which reviewed treasury management activity during the first six months of the financial year 2020/21.

As at 30 September 2020 the Council's investments totalled £43,770m. Around £400,000 investment income was forecast at year end, which was £160,000 above budget.

The Council had exceeded its counterparty limit for Barclays PLC, by £2.5m, due to a requirement to keep funds short to make money available for relief to residents and businesses during the pandemic.

In response to a query regarding loans on facility agreements for two parish councils, the Assistant Director Finance confirmed that he would clarify this matter and respond to the query after the meeting.

In answer to a query about Broadland Growth Ltd, it was confirmed that the Council had the option of increasing its investment in the Joint Venture Company as it expanded its construction programme.

RECOMMENDED TO CABINET

Options (a and b)

Cabinet is recommended to request that Council:

- (a) Note the report on treasury activity undertaken in the first half of the year and that it complies with the agreed strategy.
- (b) Note the 2020/21 prudential indicators for the first six months of the year.

189 STRATEGIC PERFORMANCE AND FINANCE REPORT FOR QUARTERS 1 and 2 2020/21

The Chief of Staff introduced the report, which was the first iteration of the new format Strategic Performance and Finance Report for Quarters 1 and 2.

The purpose of the report was to provide an overview of the performance of the Council against key outcomes set out in the Delivery Plan for 2020/21.

Quarter 3 would also cover Strategic Risk and the draft Strategic Risk Register, which had been taken to the Audit Committee, was being developed further following the Committee's feedback and would be going back to the

Audit Committee in November for final review.

The Strategy and Programmes Manager took the Committee through the key elements of the report.

In the Delivery Plan for 2020/21 not all delivery measures had been given targets. Where targets were provided a red, amber, green (RAG) status had been used to provide an update on progress. The majority of those measured under the RAG system were either baselined this year or had year-end targets which would be updated to Members as part of the Quarter four reports. For those with targets, seven measures were on target and green and four were currently red this Quarter.

Highlights in the report were:

- Over £5m of external funding was secured during Q1 and Q2. £2.7m through Government's 'Getting Building Fund' to support the delivery of the Food Innovation Centre. £521,976 has been secured from MHCLG to deliver the 'Next Steps Accommodation' programme and £428,572 has been secured from the Norfolk Strategic Fund to support with COVID-19 economic recovery initiatives.
- Supporting vulnerable residents was a focus area for Q1 and Q2 with 2,160 residents receiving support from the discretionary prevention services since April this year.
- The amount of collected waste being recycled had increased by 3 percent to 52.5 percent, which significantly outperformed the national recycling average of 44 percent.

Areas where improvements could be made were:

- The number of missed bins, (40 bins per 100,000) which was higher than the year-end target of no more than 30 bins per 100,000. This had been partly attributed to staff sickness.
- Homelessness prevention measures, which suffered a drop in performance due to a doubling of people being housed in temporary accommodation and the resultant impact on resources. It was highlighted that a programme of work named 'best in class housing' was currently being progressed to ensure the Council provided the best housing services for residents.

In response to a request from a Member, Officers confirmed that labels would be put on pie charts in future reports, as they were unclear if printed in black and white.

In response to some questions, the Assistant Director Finance advised the Committee that the £1.3m unspent COVID-19 Government funding was to cover any expenses arising from the pandemic. The plan for supporting residents and businesses was also set out in the Council's COVID-19 Recovery Plan.

It was noted that the Warm Homes Fund was £230,000 over budget, but it was confirmed that this would be claimed back from the Government in due course.

The Chief of Staff also confirmed that the reason for the high staff retention level of 97.5 percent was likely to be due to the economic climate generated by the pandemic.

In respect of the Staff Survey, Members were advised that there had been a 60 percent response rate. A Member asked that surveys be dated in future to provide some context.

In response to a query about the drop in Disabled Facilities Grants being provided, it was confirmed that this was a supply chain issue created by the pandemic. Staff had also not been allowed to enter the homes of residents, which had made this service very difficult to deliver. However, a prioritisation procedure was in place for the most vulnerable residents.

In answer to a question about the £1.9m reduction in the Housing Benefit payment, it was explained that the budget was set at the beginning of the year as an estimate and that this was subject to variance. It was emphasised that all those people entitled to Housing Benefit received it.

In response to a query about refurbishment at Thorpe Lodge being put on hold, the Committee was advised that as part of the New Ways of Working all options were being looked at regarding office accommodation and a report on this would be brought to Members, when it had been scoped out.

It was confirmed that it was anticipated that current year Business Rates arrears were likely to be between 3-5 percent by the end of the year, although this could only be an estimate at this stage

In respect of Council Tax collection through the courts, it was confirmed that the Council only took legal action as a last resort; and this was usually with residents who refused to engage with the Council regarding their debt.

In answer to a final question, Members were informed that the Council would normally collect around £30m in Business Rates a year. The Business Grants awarded in response to COVID-19 meant that this figure had now been reduced to £20m. The anticipated arrears for 2020/21 would be from this reduced figure.

RECOMMENDED TO CABINET

Options (1 and 2)

to:

- (1) Note the revenue and capital position (variance details in Appendix 1).
- (2) Note the 2020/21 performance for Q1 and Q2 (detail in Appendix 2).

190 APPROVAL OF UK MUNICIPAL BOND AGENCY'S FRAMEWORK AGREEMENT

The Director of Resources introduced the report, which sought approval for the Council to enter into a Framework Agreement with the UK Municipal Bonds Agency, which would be a potential source of borrowing for the Council, if required.

The Council was required to sign up to the Framework prior to borrowing and the Committee was advised that loans provided by the Agency were pooled and guaranteed by the borrowers. However, to date no UK local authority had ever defaulted on a loan.

It was confirmed that the Council would not become a shareholder in the Agency, if it took out a loan.

RECOMMENDED TO CABINET

Option (1a)

To recommend to Council:

- (a) to approve the Council's entry into a Framework Agreement and its accompanying schedules

191 THE VISION FOR A BEST IN CLASS HOUSING OFFER AND DRAFT ALLOCATIONS SCHEME

The Policy & Partnerships Officer presented the report, which had been drawn up following a number of workshops and considerable work to develop an efficient and consistent working approach. The review had been undertaken before and during the pandemic, which had created an opportunity to be mindful of the likely demand on the service from the crisis.

Following a successful bid to the LGA Housing Advisor programme, officers had been working in conjunction with external consultants Campbell Tickell and had developed a 'best in class housing offer'. A fundamental part of the offer was the proposed allocations scheme and a four-stage accommodation model, which sought to provide a universal service open to all with a housing need and which included a range of housing solutions.

Key to the service was the proposed Allocations Scheme, which set out the process for determining priorities, and for defining the procedures to be followed in allocating housing accommodation, to ensure the Council provided the most effective housing service through an up-to-date and legally compliant scheme.

It was proposed that the current banding system be changed from three bands to four to allow for a band to accommodate those in most urgent need.

Over the proposed four bands there was likely to be approximately 1000 people registered for accommodation. Whilst those in high bands were more likely to be allocated a property, difficult to let properties and S106 restrictions on the allocation of properties offered to those with a local connection helped to secure offers to those in lower bands. A willingness to move outside a specific area was also an option to help increase the likelihood of securing a property.

The new combined system would provide residents with a single point of access to bid for properties across both Councils with properties being allocated to those residing within the District where the property was located in the first instance, but ultimately offered to a bidder in the other District if the property was not taken, thereby helping to reduce the incidence of empty properties and facilitating mobility. The bidding process would be explicit about priority being given to the allocation of properties to bidders within the same District as the property.

In response to query from the Chairman, the Housing and Wellbeing Senior Manager confirmed that if a property was refused the applicant would not have their banding reduced. As part of the process the Housing Team would work with applicants to try to ensure that the property that they were bidding for would be suitable for them.

In answer to a query about child bedroom allocation not being allowed on more than one application where parents lived apart. Members were advised that this was a complex matter, as there was very high housing demand and to meet this a restriction had to be made that the parent deemed the main carer would be allocated the family property. Moreover, having a spare bedroom that was not permanently occupied might make the resident liable to the under-occupancy charge.

A Member requested that this issue should be set out in the Equalities Impact Assessment form, as it would mostly affect men. Officers confirmed that they would address this issue.

RECOMMENDED TO CABINET

Options (1 and 2)

- (1) Cabinet to note and comment on the findings of the final project report and recommend full Council endorse that Officers work towards the Best in Class Housing Offer.
- (2) Cabinet to **recommend to Council** adoption of the Allocations Scheme

192 HOUSING STANDARDS ENFORCEMENT POLICY

The Housing Standards Senior Manager introduced the report, which proposed the adoption of a revised Housing Standards Enforcement Policy.

He explained that The Housing Act 2004 was the primary Act for ensuring standards in the rental sector, detailing 29 specific hazards that may be assessed by local authorities to address defects identified in people's homes.

In addition various regulations had been introduced to amend the Act and provide bespoke procedures, for example the inclusion of a Civil Penalty procedure for breach of The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020.

The new Policy would ensure that all statutory obligations and procedures that Housing Standard Officers initiated on behalf of the Council were up-to-date and in a single document.

RECOMMENDED TO CABINET

Option (1)

- (1) Consider and approve the Council's new Housing Standards Enforcement Policy;

193 FUTURE OF COMMUNITY GRANTS

The Communities Senior Manager introduced the report, which reviewed the Member Grant Scheme and Community funding sources and put forward proposals for consideration.

It was proposed that the Member Grant Scheme would open at the beginning of the financial year, with £500 ring-fenced for each Member until January 31. Between 1 February and 1 March any remaining budget that had not been spent would be offered out to all Members on a first come, first served basis. This would allow Members to access funding in areas of high demand from areas where demand was lower.

An application form could be jointly populated by the community group and the Ward Member and the community group could provide their bank details, reducing the potential for duplication or error in the current system.

More emphasis would be placed on the naming and branding of the scheme to support its promotion and applications could also be made via the Council website.

Another proposal was to introduce start-up grants to kick start worthwhile community activity. Grants of up to £300 could be offered to informal groups (of 3 or more people) who were proposing a community project. A potential budget of £5,000 for the first year would allow this concept to be tested.

It was also proposed that by working closely with the planning and economic development teams, there was an opportunity to create a whole Council approach to funding, by linking together Community Grants, Community Lottery and CIL to provide the appropriate funding stream and support for local infrastructure projects.

A Member expressed concern about the deadline for spending being January 31. He suggested that instead the scheme should be linked to the financial year. He also suggested that the branding of the scheme should be undertaken by the Communications Team and advertised in Broadland News.

The Chairman noted that even if a Member missed the funding deadline they could then apply to the pooled pot.

A Member also pointed out that CIL was not a grant, so should not be included in the proposals. However, in response the Communities Senior Manager advised Members that the idea was that CIL funding would be one component along with Community Grants and the Community Lottery to bring forward local infrastructure projects

The Chairman noted that some Members of Economic Success Panel had suggested increasing Member Ward Grants to £1,000, the same sum that South Norfolk Council Members received, as the Overview and Scrutiny Committee had recommended last year. He reiterated that recommendation and also recommended that Community Action Grants be introduced in Broadland as well.

The Communities Senior Manager advised the meeting that the amount of discretionary funding the Council put into the community could be increased if Members chose to do so, although with the saving targets currently in place this would mean taking funding from elsewhere

RECOMMENDED TO CABINET

Option (1 as amended)

- (1) Cabinet is asked to agree to the new approach to community grants which includes:
- Changes to the Member-led ward grant system to utilise underspend in February each year.
 - *Increasing the Member-led ward grant to £1,000 per Member and introducing a Community Action Grant Scheme, along the same lines as the scheme in South Norfolk.*
 - More accessibility for community groups to input to the application process.
 - The introduction of more formalised branding and promotion of the scheme.
 - The introduction of a start-up grant; linked to the new Community at Heart Lottery.
 - Development of a whole Council approach to community funding.

194 TEMPORARY CHANGE TO HOUSING ALLOCATIONS POLICY-UPDATE

The Housing and Wellbeing Senior Manager introduced his report, which requested a three month extension to the temporary amendment to the criteria within the Council's Housing Policy, which had been agreed in June 2020. This would allow officers discretion to place eligible, and suitable, individuals currently living in supported accommodation within the 'High' category for allocation.

The Chairman noted that this item had been debated by the Committee in full in June and that this was to extend the change in criteria for a further three months due to the pandemic.

RECOMMENDED TO CABINET

Option (1)

Cabinet is asked to agree an extension to the temporary amendment to the criteria within the Council's Housing Policy, agreed in June 2020, for three months, to allow officers discretion to place eligible, and suitable, individuals currently living in supported accommodation within the 'High' category for allocation. This extension will cease on the 31 January 2021 subject to further review by Cabinet if still required.

195 EXCLUSION OF PRESS AND PUBLIC

RESOLVED

to exclude the press and public from the meeting for the remaining business because otherwise, information which was exempt information by virtue of Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them.

196 EXEMPT MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2020

The exempt Minutes of the meeting held on 22 September 2020 were confirmed as a correct record,

The meeting closed at 1.50 pm.