

## CABINET

**HELD: Tuesday, 7 March 2023**

Start: 7.00 pm

Finish: 7.15 pm

## PRESENT:

Councillor:

Councillors:

### Portfolio

Councillor Yvonne Gagen	Leader of the Council
Councillor Gareth Dowling	Deputy Leader and Portfolio Holder for Communities and Community Safety. Dementia Champion and Food Security Champion
Councillor Carl Coughlan	Portfolio Holder for Leisure; and Youth Champion
Councillor Vickie Cummins	Portfolio Holder for Health & Wellbeing
Councillor Anne Mary Fennell	Portfolio Holder for Planning
Councillor Jenny Wilkie	Portfolio Holder for Street Scene and Green Initiatives
Councillor Adam Yates	Portfolio Holder for Finance and Economic Regeneration

In attendance: Councillor Nicola Pryce-Roberts, Portfolio Holder for Housing (virtual)  
Councillor David Westley (virtual)  
Councillor Adrian Owens (virtual)  
Councillor Neil Furey (virtual)

Officers: Jacqui Sinnott-Lacey, Chief Operating Officer  
Chris Twomey, Corporate Director of Housing, Transformation & Resources  
Paul Charlson, Head of Planning & Regulatory Services (virtual)  
Kay Lovelady, Legal & Democratic Services Manager  
Jacky Denning, Democratic Services Manager  
Jonathan Mitchell, Housing Strategy & Development Programme Manager (virtual)  
Rebecca Spicer, Insurance and Risk Officer (virtual)

## 72 APOLOGIES

There were no apologies for absence.

**73 SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS**

There were no items of special urgency.

**74 PUBLIC SPEAKING**

There were no items under this heading.

**75 DECLARATIONS OF INTEREST**

The following declaration were received:

1. Councillor J Wilkie (Tenant of a Council flat/house) declared a disclosable pecuniary interest in relation to items 6(b) 'Affordable Home Ownership Products, 6(e) 'Update of Actions – Damp and Mould Management in Council Housing' and 6(g) 'Housing Regulator Consumer Standards – Key Themes and Approach' for the reasons indicated but was entitled to speak and vote by virtue of an exemption (nothing in these reports relates particularly to their respective interests arising from the tenancy or lease).
2. Councillor Coughlan (Tenant of a Council garage) declared a disclosable pecuniary interest in relation to items 6(b) 'Affordable Home Ownership Products, 6(e) 'Update of Actions – Damp and Mould Management in Council Housing' and 6(g) 'Housing Regulator Consumer Standards – Key Themes and Approach' for the reasons indicated but were entitled to speak and vote by virtue of an exemption (nothing in these reports relates particularly to their respective interests arising from the tenancy or lease).
3. Councillors Carl Coughlan, Vicki Cummins and Yvonne Gagen declared a non-pecuniary interest in agenda items relating to Lancashire County Council (LCC) as employees of Lancashire County Council and did not enter into detailed discussions, which affected LCC.

**76 MINUTES**

RESOLVED: That the minutes of the Cabinet meeting held on 24 January 2023 be received as a correct record and signed by the Leader.

**77 MATTERS REQUIRING DECISIONS**

Consideration was given to report relating to the following matters requiring decisions and contained on pages 941 to 1136 and 1137 to 1158 of the Book of Reports:

**78 RISK MANAGEMENT FRAMEWORK UPDATE & KEY RISK REGISTER**

Councillor Yates introduced the report of the Corporate Director of Transformation,

Housing & Resources, which set out details of the operation of the Risk Management Framework over the last twelve months, recommended changes to the current Risk Management Policy & Strategy, and Toolkit, shared the findings of an external risk review and set out details on the key risks facing the Council and how they are being managed.

The minute of Executive Overview & Scrutiny Committee had been circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minute of Executive Overview & Scrutiny Committee, the report before it and the recommendations contained therein.

- RESOLVED:
- A. That the continuing effective operation of the Risk Management Framework as detailed in the Annual Risk Management Report 2022 (Appendix A) be noted.
  - B. That, following consideration of the minute of the Executive Overview & Scrutiny Committee (Appendix E), the proposed amendments to the Risk Management Policy & Strategy (Appendix B) and Toolkit (Appendix C) be approved.
  - C. That the findings of the external risk management review, set out in paragraph 7, be noted.
  - D. That following consideration of the minute of the Executive Overview & Scrutiny Committee (Appendix E), the progress made in relation to the management of the risks shown in the Key Risk Register (Appendix D) be noted and endorsed.

79

## **AFFORDABLE HOME OWNERSHIP PRODUCTS**

Councillor Pryce-Roberts introduced the report of the Corporate Director of Transformation, Housing & Resources, which sought approval for the publication of Rent to Buy and Shared Ownership policies.

The minutes of the Executive Overview & Scrutiny Committee and the Landlord Services Committee (Cabinet Working Group) were circulated prior to the meeting.

In reaching the decision below, the Cabinet considered the minutes, the report before it and the recommendations contained therein.

- RESOLVED:
- A. That the Rent to Buy and Shared Ownership policies attached at Appendix A and B, be approved, taking into account the minute of the Executive Overview & Scrutiny Committee attached at Appendix D.

- B. That the Corporate Director of Transformation, Housing and Resources in consultation with the relevant Portfolio Holder, be given delegated authority to make changes to each policy to ensure compliance with Homes England requirements, to reflect changes to regulation, legislation, local operational procedures and make any minor / inconsequential changes as required.

(Note: As Councillor Pryce-Roberts attended virtually, she didn't vote on the item and the Leader moved the Motion to approve the recommendations in the report.)

**80 COUNCIL PERFORMANCE DELIVERY PLAN – Q3 2022/23**

Councillor Adam Yates introduced the report of the Corporate Director of Transformation, Housing & Resources, which presented performance monitoring data for the quarter ended 31 December 2022.

The Minute of the Budget/Council Plan Committee was circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minute of Budget/Council Plan Committee, the report before it and the recommendations contained therein.

**RESOLVED:** That the Council's performance against the Council Plan for the quarter ended 31 December 2022 be noted.

**81 CORPORATE PERFORMANCE REPORTING 2023/24**

Councillor Adam Yates introduced the report of the Corporate Director of Transformation, Housing & Resources, which sought approval for the Corporate Performance Reporting for 2023/24.

The Minute of the Executive Overview & Scrutiny Committee was circulated prior to the meeting.

It was noted that in respect of Appendix A – 'WL165 % Staff Turnover Rate', it was noted that this should state 22/23 and not 22/24.

In reaching the decision below, Cabinet considered the minute of the Executive Overview & Scrutiny Committee, the report before it and the recommendations contained therein.

**RESOLVED:** A. That, taking into consideration the minute of the Executive Overview & Scrutiny Committee, the suite of Key Performance Indicators (KPIs) and targets in Appendix A be approved and adopted for reporting as part of a Council Plan Corporate Delivery Plan to evidence progress with the Council Plan.

- B. That the Corporate Director of Transformation, Housing and Resources, in consultation with the Portfolio Holder, be authorised to finalise and amend the suite (Appendix A) having regard to the minute of the Executive Overview and Scrutiny Committee - 23 February 2023, and to make necessary amendments to the suite in year in response to any issues that may arise, for example government policy or collection mechanisms.

82 **UPDATE ON ACTIONS – DAMP AND MOULD MANAGEMENT IN COUNCIL HOUSING**

Councillor Pryce Roberts introduced the report of the Corporate Director of Transformation, Housing & Resources, which provided an update about the work that being completed to mitigate the issue with damp and mould in council homes.

The minutes of the Executive Overview & Scrutiny Committee and the Landlord Services Committee (Cabinet Working Group) were circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minutes, the report before it and the recommendations contained therein.

- RESOLVED:
- A. That the action already taken and the future proposed action to mitigate damp and mould issues in council homes and the aims to reduce the impact on the health to our tenants, be noted.
  - B. That the actions being taken be endorsed.

(Note: As Councillor Pryce-Roberts attended virtually, she didn't vote on the item and the Leader moved the Motion to approve the recommendations in the report.)

83 **CORPORATE PEER CHALLENGE UPDATE**

Councillor Yates introduced the report of the Corporate Director of Transformation, Housing & Resources, which presented an update following the Corporate Peer Challenge Report

The Minute of the Executive Overview & Scrutiny Committee was circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minute of the Executive Overview & Scrutiny Committee, the report before it and the recommendations contained therein.

- RESOLVED:
- A. That the Minute of the Executive Overview and Scrutiny Committee be noted.

- B. That progress against the action plan be noted.
- C. That Executive Overview and Scrutiny Committee monitor the delivery of the action plan.

84 **HOUSING REGULATOR CONSUMER STANDARDS - KEY THEMES AND APPROACH**

Councillor Pryce Roberts introduced the report of the Corporate Director of Transformation, Housing & Resources, which detailed progress on the action taken so far to review WLBC services to ensure that the Council continues to operate within the Housing Regulators Consumer standards sought endorsement of the key themes and approach.

The minutes of the Executive Overview & Scrutiny Committee and the Landlord Services Committee (Cabinet Working Group) were circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minutes, the report before it and the recommendations contained therein.

**RESOLVED:** That the current position as it relates to Housing Regulation and the Consumer standards be noted and the key themes and approach be endorsed.

(Note: As Councillor Pryce-Roberts attended virtually, she didn't vote on the item and the Leader moved the Motion to approve the recommendations in the report.)

85 **DELEGATED AUTHORITY - SPENDING UNDER THE UK SHARED PROSPERITY FUND**

Councillor Yates introduced the report of the Corporate Director of Place & Community, which detailed the governance system for the UK Shared Prosperity Fund and sought approval to spend on key items prior to the primary governance meeting.

The Minute of the Executive Overview & Scrutiny Committee was circulated prior to the meeting.

In reaching the decision below, Cabinet considered the minute of the Executive Overview & Scrutiny Committee, the report before it and the recommendations contained therein.

**RESOLVED:** A. That the Programme Team tender and contract for two Feasibility Studies to the total amount of £50,000 be approved.

- B. That the Programme Team tender and contract for professional

support to the amount of £8,000, as highlighted on the governance structure, be approved.

- C. That the Programme team advertise and recruit a Programme Manager within the remit of the 4% administrative allowance of the Fund.
- D. That the governance structure, as submitted to the Department of Levelling Up, Communities and Housing be noted.
- E. That Officers work with Democratic Services to create the UKSPF Programme Board within the guidelines of WLBC governance requirements.

86

**FUNDING OF VOLUNTARY BODIES & OTHER ORGANISATIONS CABINET WORKING GROUP - MINUTES OF THE MEETING HELD ON WEDNESDAY, 22 FEBRUARY 2023**

Councillor Dowling introduced the minutes of the Funding of Voluntary Bodies & Other Organisations Cabinet Working Group for the meeting held on Wednesday 22 February 2023 and the recommendations contained at Minute 6.

In reaching the decision, Cabinet considered the minutes of the Cabinet Working Group and the recommendations contained therein.

**RESOLVED:** That the following recommendations of the Cabinet Working Group be endorsed:

- A. That the current model for issuing grant funding, move from a three-year award (with funding distributed at the beginning of each 12-month period) to an initial 12-month grant agreement.
- B. That subject to meeting the new specification requirements, two new grants are awarded totalling £50,000 each to the Birchwood Centre and the Citizen Advice West Lancashire, for a period of 12 months from 1<sup>st</sup> April 23 – 31<sup>st</sup> March 24.
- C. That the Corporate Director of Transformation, Housing and Resources in consultation with the Portfolio Holder, be given delegated authority to approve service specifications and make inconsequential administrative amendments to the scheme going forwards.
- D. That following satisfaction of specification requirements, the Corporate Director of Transformation Housing and Resources in consultation with the Portfolio Holder, be authorised to issue the grants in accordance with the scheme of delegation.

**CABINET**

**HELD: Tuesday, 7 March 2023**

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**Leader**