



MEETING OF THE CABINET
8 NOVEMBER 2004 - 10.30 AM – 11.40 AM

PRESENT:

**Councillor Peter Martin-Mayhew
Councillor Terl Bryant
Councillor Ray Auger
Councillor Paul Carpenter
Councillor Mrs Frances Cartwright
Councillor John Smith**

Councillor Mrs. Linda Neal – Leader / Chairman

**Chief Executive
Corporate Director, Community Services
Head of Leisure & Cultural Services
Head of Waste & Contract Services
Solicitor to the Council
Business Services Manager
Elections & Electoral Registration Manager
Member Services Manager
Sustainable Waste Management Policy Officer
Public Relations Consultant**

**Non Cabinet members : Councillors Kerr ; O'Hare ;
G. Wheat**

CO66. MINUTES

The minutes of the Cabinet meeting held on 11th October were confirmed as a correct record.

CO67. DECLARATIONS OF INTEREST

There were no declarations of interest made.

CO68. COMPLETING THE PRIORITISATION PROCESS AND CITIZENS ADVICE BUREAU FUNDING (RESOURCES & CRITERIA)

[Decision taken by the Cabinet collectively]

DECISION:

- (1) **That, subject to the amendment that the access requirements for Bourne and the Deepings be a 3 hour weekly service to alternate on a fortnightly basis between the two areas, the contents of the Chief Executive's report CEX258 be accepted as representing the outcomes for the communities of South Kesteven from the application of the fund determined by the Council for the provision of advice services in 2005/06;**
- (2) **That the Chief Executive be given delegated authority to enter into negotiations on this basis and, in consultation with the Leader, to make minor changes to these criteria if necessary in order to reach agreement.**

Considerations/Reasons for Decision:

- (1) Report number CEX258 by the Chief Executive referring to the decision made by the Council at its meeting on 28th October 2004 to make budget provision of £50,000 in 2005/06 for advice services in the South Kesteven area. Following this, the Cabinet is in a position to consider the outcomes it would be seeking for the community from the application of this funding;
- (2) Advice from the Chief Executive about the ways in which outcomes in citizen advice could be assessed e.g. quality of advice; access, and monitoring;
- (3) Payment to the CAB to be made in two half-yearly instalments, the second such payment being made on the conditions being met during the first quarter. Subject to this provision, the agreement will be made for a one-year term;
- (4) Delegated authority is granted to the Chief Executive in consultation with the Leader because of the time pressures;
- (5) Oral representations made at the meeting by Councillor O'Hare about his concerns about reduced funding for this service;
- (6) The amendment to the Chief Executive's proposed levels of access for Bourne and the Deepings were agreed because 3 hours per month for each of these areas was considered inadequate for the needs of local residents;

(7) The Cabinet's wish to emphasise that there has never been any criticism of the work at the "front end" of the service by the volunteers

CO69. WASTE MINIMISATION STRATEGY

[Decision taken by Councillor Ray Auger.]

DECISION: To adopt the Waste Minimisation Strategy as presented.

Considerations/Reasons for Decision:

- (1) Report number WCS1 by the Head of Waste and Contract Services appending the strategy document for adoption;
- (2) The Waste Minimisation Strategy is a key element of the Council's overall Waste Strategy. It seeks to identify areas where action and policies can affect the amount of waste collected;
- (3) The Cabinet endorses the proposals and initiatives contained in the Strategy to maintain the amount of waste at 2003/04 levels but acknowledges the extremely challenging nature of this target.

CO70. CUSTOMER SERVICE STANDARDS

[Decision taken by the Cabinet collectively)

DECISION: Subject to the inclusion of the following: "Provide and advertise appropriate provision to deal with serious problems which can be dealt with out-of-hours." To be monitored by an annual audit,

- (1) the Cabinet agrees the amendments to the Customer Service Standards as a result of consultation; and**
- (2) recommends that the Council adopts the Customer Service Standards as amended.**

Considerations/Reasons for Decision:

- (1) Report number CSV33 by the Customer Service Manager setting out the results of the consultation on the principle of the Council's Customer Service Standards previously endorsed by the Cabinet;
- (2) The Council benefits from corporate Customer Service Standards which are applicable to all services that are provided. Customer Service Standards declare the corporate expectations to all users of Council Services. The standards remind staff of the importance of customer service corporately and the minimum standard they are expected to deliver;

- (3) To endorse the suggestion of the Corporate Management Team having regard to the “24/7” culture, that the Council undertakes to deal with serious problems out-of-hours only where such matters can practically and effectively be resolved out-of-hours.

CO71. DELIVERY OF LEISURE FACILITIES

[Decision taken by the Cabinet collectively.]

DECISION: To approve the appointment of consultants to support the Council in the development of a trust option for the management of leisure services based on the brief attached to report LAC132 (as amended to include Dyke playing field).

Considerations/Reasons for Decision:

- (1) Report number LAC132 by the Head of Leisure & Cultural Services containing proposals for a consultant's brief to develop the concept of the delivery of leisure services through a not for profit distributing organisation (NPDO); briefing information on the history of this form of service delivery; current market trends; the involvement of the District Council to date; the reasons for using a NPDO; and some of the major issues that will need to be addressed if progress is to be made;
- (2) Further work is needed to establish the most appropriate vehicle for the provision of a variety of leisure services from the many alternative vehicles available;
- (3) If charitable status is to be considered, the various implications mean that it is essential that the Council appoints independent consultants to advise on the most appropriate way forward;
- (4) The process of transferring to a trust is complicated and must be preceded by a range of preparatory work. It is essential to seek specialist advice in order to achieve progress;
- (5) There is provision of £15,000 within the current budget for consultancy services for this purpose.

CO72. PARISH COUNCIL ELECTION COSTS

[Decision taken by the Cabinet collectively.]

DECISION: That in view of the Council's decision on 28th October 2004 regarding the non priority areas, with effect from 1st April 2005 the Council will recharge all Town/Parish Councils with the full cost of their elections except where there are combined elections, all combined costs will be split on a 50/50 basis.

Considerations/Reasons for Decision:

- (1) Report number DEM197 by the Elections and Electoral Registration Manager which presented alternative proposals for recharging Parish/Town Councils for the cost of their elections;
- (2) The Representation of the People Act 1983 gives Districts the option of either bearing the costs themselves or charging them to the relevant Parish Council;
- (3) The Council, at its meeting held on 28th October 2004, resolved that bearing the costs of these elections was a non priority area;
- (4) Update given at the meeting by the Elections & Electoral Registration Manager detailing the practices followed by five other Lincolnshire districts who have parishes.

CO73. 2004/05 BEST VALUE PERFORMANCE PLAN: AUDIT OF 2003/04 PERFORMANCE INDICATORS

[Decision taken by the Cabinet collectively.]

DECISION: In line with the Council's agreed performance management framework and the reporting requirements under the relevant legislation, to note the amendments made to the District Council's out-turn performance figures for 2003/04 as appended to report DOS257.

Considerations/Reasons for Decision:

- (1) Report number DOS257 by the Director of Operational Services explaining that the District Auditor had carried out an audit of the data within the Council's published Best Value Performance Plan for 2004/05 and had required that certain amendments were made. A list of these amendments and the reasons why were attached to the report;
- (2) Where alterations have been made, the Council is required to publish a list of amendments.

CO74. ITEMS RAISED BY CABINET MEMBERS INCLUDING REPORTS ON KEY AND NON KEY DECISIONS TAKEN UNDER DELEGATED POWERS.

(1) Councillor Peter Martin-Mayhew: Portfolio – Housing Services

DECISION: To accept the lowest tender received from A. Hatcher & Sons Ltd. of Sleaford in the sum of £11,223.50 for the general refurbishment and repair of the Council owned dwelling at 20 Manners Street, Grantham.

[Decision made 08.11.04]

DECISION: To agree a further three year extension of the Partnering Agreement with Walmotts Ltd. until 31st March 2008 for gas servicing maintenance and repair to council dwellings subject to an uplift of 4% per annum on the base tender.

[Decision made 08.11.04]

DECISION: Following the withdrawal of the lowest tender submitted, to accept the second lowest tender from PAG Construction Ltd. in the sum of £19,882.00 in respect of building adaptations at 24 Bourne Road, Estate, Colsterworth.

[Decision made 08.11.04]

(2) Councillor Paul Carpenter: Portfolio - Technology

DECISION: To approve the invitation of tenders from three or more companies/individuals (without public notice) to secure the following services in conjunction with IdeA funding:

ICT Framework Consultancy
Project Management Consultancy
Programme Manager Support Role
Business Process Re-engineering lead role
Interconnectivity and Infrastructure build

[Decision made 08.11.04]

(3) Councillor Mrs Frances Cartwright: Portfolio - Cultural

DECISION: To approve the use of St. Peters Hill Green, Grantham by the Duke of Rutland's Hounds on 26th December 2004 subject to standard conditions requiring indemnification of the District Council against third party liabilities, the site being left clean and tidy and horses confined to the highway to avoid damage to the green.

[Decision made 08.11.04]

DECISION:

- (1) To note that Lincolnshire Sports Partnership is in the process of changing its status to an not for profit company limited by guarantee;
- (2) That the District Council continue to contribute £4,000 per annum to the Lincolnshire Sports Partnership as a company membership fee.

[Decision made 25.10.04]

(4) Councillor John Smith: Portfolio - Economic

DECISION:

That approval be given to the following names in order to provide a name for the new relief road between Foston and Long Bennington and postal addresses for new residential developments within the district:

- (1) MARSHALL WAY for the new link road between the villages of Foston and Long Bennington;
- (2) BLASSON WAY, SAMPEY WAY and HEREWARD WAY for the development of 53 new dwellings off Folkingham Road, Billingborough;
- (3) CHARLTON COURT for the 3 new dwellings on land previously part of Yew Tree Farm, Rippingale;
- (4) CHARNWOOD CLOSE for the development of 6 new dwellings off Low Road, Barrowby;
- (5) TITHE FARM PASTURES for the development of former barns into 5 dwellings at Tithe Farm, Langtoft;
- (6) ALSTON COURT for the new access road to serve 3 new dwellings off Peterborough Road, Langtoft.

[Decision made on 25.10.04]

DATE DECISIONS EFFECTIVE:

The decision at minute CO70 is a Policy Framework Proposal and therefore stands referred to the Council.

All other decisions as made on 8th November 2004 can be implemented on 17th November 2004 unless subject to call in by the relevant Development and Scrutiny Panel.

South Kesteven District Council, Council Offices, St. Peter's Hill, Grantham, Lincolnshire NG31 6PZ

Contact: Cabinet Support Officer - Tel: 01476 406119
e-mail I.shuttlewood@skdc.com