



MEETING OF THE CABINET
6 DECEMBER 2004 - 10.30 AM – 12.47 PM

PRESENT:

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

Councillor Mrs. Linda Neal – Leader / Chairman

Chief Executive
Director of Community Services
Director of Finance and Strategic Resources
Director of Operational Services
Corporate Manager of Democratic and Legal Services
Head of Environmental Health and Licensing
Head of Planning Policy and Economic Development
Management Accountant
Public Relations Consultant
Support Officer

Non-Cabinet Members present : Craft, Kerr, Turner, G. Wheat, M. Wheat and Wilks

CO75. MINUTES

The minutes of the Cabinet meeting held on 8th November 2004 were

confirmed as a correct record.

A member requested that the minutes no longer made reference to individual Councillors; this was accepted by Cabinet.

CO76. DECLARATIONS OF INTEREST (IF ANY)

There were no declarations of interest made.

CO77. *LICENSING POLICY

[Decision taken by the Cabinet collectively]

DECISION:

To recommend to Council:

- (1) That the South Kesteven District Council Statement of Licensing Policy be adopted for publication subject to the inclusion in the membership of an Alcohol, Entertainment and Late Night Refreshment Licensing Committee Sub-Committee the Chairman or Vice-Chairman of the Committee and the amendment of 5.4 to read "...of an acceptable number of appropriate adult staff to ensure public safety and their protection from harm."**
- (2) A Separate Alcohol, Entertainment and Late Night Refreshment Licensing Committee be established;**
- (3) The new committee carry out the functions set out in Annex A in report ENV224;**
- (4) The new committee consist of the 11 members of the Licensing Committee who have received training and have particular expertise in licensing matters;**
- (5) The new committee be recommended to adopt the Council's ordinary constitutional standing orders concerning proceedings quorum, public access publicity agenda records and access to information until such time as Regulations concerning the Committee or its sub committee are made under Section 9 of the Licensing Act 2003.**

Considerations/Reasons for Decision:

- (1) Report number ENV223 to Cabinet and ENV224 to Council by the Head of Environmental Health and Licensing presenting the final version of the Statement of Licensing Policy;
- (2) Statutory requirement to adopt and publish Statement no later than 7th

- January 2005;
- (3) Wide consultation with statutory consultees, Local Area Assemblies, local media and the Council's website all considered by the Licensing Committee Steering Group;
 - (4) Comments from the Chairman of the Licensing Committee objecting to the requirement for a Licensing sub-committee to seat only three members, although this was a number defined in the Licensing Act 2003 – officers commented that the Licensing Committee could choose to determine all applications itself, if its workload was not too burdening;
 - (5) Reassurance from the Head of Environmental Health and Licensing that it was intended members would receive notification of applications received from within their ward;
 - (6) With reference to the amendment to 5.4 noted above, the Council should not be allowing people to look after children who had not been subject to appropriate checks.

CO78. REPORT OF ACTIVITY FOR YEAR 2003/04 AND FOOD SAFETY AGREEMENT PROPOSALS FOR 2004/05

[Decision taken by Cabinet collectively]

DECISION:

- (1) That the report on activity for 2003/04 be noted;**
- (2) That the Food Safety Enforcement Framework Agreement Service Plan for 2004/05 be approved;**
- (3) That, subject to advice from the Chief Executive distinguishing between mandatory and discretionary inspection and advice services, Cabinet explores the potential of charging for these services.**

Considerations/Reasons for Decision:

- (1) Report number ENV209 by the Head of Environmental Health and Licensing detailing the Council's performance against the 2003/04 Plan and presenting the Plan for 2004/05;
- (2) Statutory requirement to produce a Plan for 2004/05 and guidance from the Food Standards Agency;
- (3) Implementing charges for discretionary advice services could discourage the public from using this service but it could also be valuable to the Council to at least investigate its potential.

The following two issues (agenda items 8 and 9) were considered at this earlier stage of the meeting to allow the relevant Portfolio Holder to participate in the debate.

CO79. *CUSTOMER SERVICES AND MODERNISATION PROGRAMME

[Decision taken by the Cabinet collectively]

DECISION: In order to maximise external funding and allow immediate delivery of the project, to approve the Customer Services and Modernisation Programme and to amend the Council's financial strategy accordingly to reflect the programme funding requirements.

Considerations/Reasons for Decision:

- (1) Report number DOS253 by the Director of Operational Services providing an update on recent work undertaken on customer services and the modernisation agenda and presenting a work programme to achieve the programme's goals;
- (2) The key drivers for change identified in the report;
- (3) The contribution the programme makes towards Access, one of the Council's priority service areas;
- (4) Improvements in customer services, security and public engagement expected from the programme;
- (5) Potential efficiency savings as a result of increased customer satisfaction and decreased cost of customer transaction;
- (6) Recommendations from the Capacity & Resources and Communications & Engagement Development & Scrutiny Panels presented in the report, including the additional recommendation from the latter DSP regarding a freeze on recruitment which was considered risky in light of the potential need to recruit for priority or statutory services;
- (7) That the benefits of investment in the programme far outweigh the financial cost to council taxpayers.

CO80. IMPLEMENTING ELECTRONIC GOVERNMENT RETURN NO. 4

[Decision taken by Cabinet collectively]

DECISION: To recommend to Full Council on 9th December 2004 that the Implementing Electronic Government Return Number 4 be approved.

Considerations/Reasons for Decision:

- (1) Report number DOS262 by the Director of Operational Services presenting the draft Return for consideration;
- (2) The IEG4 Return, if approved, will release additional funding to support the Council's e-government agenda;
- (3) Responses to various issues raised to be circulated by the Director to all Cabinet members and those members present if so desired.

CO81. *CAR PARKING NON CHARGING POLICY

[Decision taken by the Councillor Ray Auger]

DECISION: To give consideration to the issues raised before taking a decision on this matter.

Considerations/Reasons for Decision:

- (1) Report number DOS260 by the Management Accountant identifying the car parks in the district where there is a non-charging policy and opportunities to consider disposal of three car parks;
- (2) Responsibility, maintenance costs, business rates and ongoing costs of car parks owned by the Council;
- (3) Need to generate future capital receipts to support future priorities;
- (4) It is not a viable option to introduce a charging policy at the car parks identified;
- (5) Private sector interest to purchase the West Road and Godsey Lane car parks and to continue both sites as car parks in the current form;
- (6) Potential for restricted covenant of the sites to retain them as car parks;
- (7) Consideration of the following issues:
- (8) Recommendation from the Environment DSP to retain all suggested sites for disposal as car parks;
- (9) Further comments made by the Vice-Chairman of the Environment DSP;
- (10) Objection from Market Deeping Town Council to the potential sale of both car parks in Market Deeping;
- (11) No objection from Billingborough Parish Council to the sale of the West Road site proving it is retained as a car park;
- (12) Market Deeping Traders' concerns that restricted covenants could not be enforced.

[The fourth car park in Bourne listed in paragraph 3 of report DOS260 was amended from "Manning Road" to "Queen's Road"]

CO82. CHANGES TO THE PLANNING SYSTEM AND PROPOSED TIMETABLE FOR PREPARATION OF THE LOCAL DEVELOPMENT FRAMEWORK

[Decision taken by Cabinet collectively]

DECISION:

- (1) To approve the draft Local Development Scheme for submission to the Government Office for the East Midlands (GOEM) for approval and for publication**
- (2) That the following actions be taken to ensure both conformity with the new requirements and achievement of**

the objectives set out in the Local Development Scheme:

- That the policies of the adopted South Kesteven Local Plan (1995) (subject to the advice of circulars, PPG's and PPS's published since then) be retained as "Saved Policies" for use in determining planning applications during the period of preparation and adoption of documents forming the LDF;
- That the First Deposit version of the South Kesteven Local Plan published in January 2002 be formally withdrawn, and public notice given thereof;
- That any additional or supplementary planning guidance (SPG) prepared in the intervening period be considered as Council Policy Statements, rather than as SPG, with a view to being adopted as a Supplementary Planning Document (SPD) within the LDF at a later date;
- That the arrangements set out in report PLA467 for the preparation of documents which form the LDF, including the establishment of a LDF Advisory Group based upon the membership of the Economic & Cultural DSP and a commitment to resourcing and achieving the milestones set out in the IDS timetable be approved.

Considerations/Reasons for Decision:

- (1) Report number PLA467 by the Head of Planning Policy and Economic Development setting out the implications of the Planning and Compulsory Purchase Act 2004 on planning policy issues in this authority;
- (2) Statutory requirement to produce LDF by March 2005;
- (3) The Economic & Cultural DSP is an appropriate forum to engage members in the LDF.

CO83. COUNCIL TAX BASE

[Decision taken by Cabinet collectively]

DECISION:

That in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) the following tax bases be adopted for 2005/2006:

<u>Area</u>	<u>Band D Equivalents</u>
Grantham	10,333.9
Stamford	6,726.2
Bourne	4,133.1

Deeping St. James	2,302.8
Market Deeping	2,012.3
Allington	327.3
Ancaster	497.7
Aslackby & Laughton	97.1
Barholm & Stowe	33.1
Barkston & Syston	259.8
Barrowby	707.9
Baston	544.1
Belton & Manthorpe	207.0
Billingborough	395.3
Bitchfield & Bassingthorpe	58.6
Boothby Pagnell	61.5
Braceborough & Wilsthorpe	116.1
Burton Coggles	37.6
Careby, Aunby & Holywell	70.0
Carlby	197.1
Carlton Scroop & Normanton	123.0
Castle Bytham	298.4
Caythorpe	536.9
Claypole	452.7
Colsterworth, Gunby & Stainby	588.0
Corby Glen	394.1
Counthorpe & Creeton	33.9
Denton	120.9
Dowsby	59.0
Dunsby	49.6
Edenham	114.2
Fenton	43.9
Folkingham	260.9
Foston	176.4
Fulbeck	212.9
Greatford	125.6
Great Gonerby	766.5
Great Ponton	122.9
Haconby	165.4
Harlaxton	311.8
Heydour	145.3
Honington	66.1
Horbling	147.0
Hougham	80.4
Hough-on-the-Hill	148.8
Ingoldsby	114.6
Irnham	104.3
Kirkby Underwood	81.7
Langtoft	724.2
Lenton, Keisby & Osgodby	63.0
Little Bytham	109.7
Little Ponton & Stroxton	64.9
Londonthorpe & Harrowby Without	1,528.2

Long Bennington	797.1
Marston	150.6
Morton	789.6
North Witham	58.0
Old Somerby	88.3
Pickworth	68.3
Pointon & Sempringham	195.5
Rippingale	323.7
Ropsley, Humby, Braceby & Sapperton	346.1
Sedgebrook	142.1
Skillington	129.3
South Witham	467.6
Stoke Rochford & Easton	83.3
Stubton	72.8
Swayfield	144.1
Swinstead	90.6
Tallington	181.1
Thurlby	785.4
Toft, Lound & Manthorpe	135.4
Uffington	306.4
Welby	77.5
Westborough & Dry Doddington	133.8
West Deeping	119.5
Witham-on-the-Hill	90.8
Woolsthorpe	146.4
Wyville-cum-Hungerton	19.2
SKDC TOTAL	<u>43,396.2</u>

Considerations/Reasons for Decision:

- (1) Report number FIN215 by the Corporate Director of Finance and Strategic Resources recommending the Council tax bases for 2005/2006.

CO84. *BUDGET 2005/06: TARGET SETTING

[Decision taken by Cabinet collectively]

DECISION: To note the update report on target setting for the 2005/06 Budget.

Considerations/Reasons for Decision:

- (1) Presentation by the Corporate Director of Finance and Strategic Resources setting out the national and local position, additional resources, council tax, priorities in spending, ringfencing, capping, business rates and the pension fund;
- (2) Disappointment that central government does not appear to be tackling

- the pension fund, which is unsustainable;
- (3) Gulf between government funding for education and social services authorities and the environmental, protective and cultural services authorities;
 - (4) Ongoing lobbying campaign on Lincolnshire's "Missing Millions".

CO85. SOUTH KESTEVEN PROCUREMENT STRATEGY: SELECTION OF IN-HOUSE SERVICES TO BE FORMALLY MARKET-TESTED FOR QUALITY AND COST

[Decision taken by Cabinet collectively]

DECISION:

- (1) To approve this element of the council's procurement strategy and to endorse the schedule of services for formal market testing in 2005/6 that emerge from the assessment processes;**
- (2) In accordance with the desire to progress formal market testing in a selective way,**
 - (A) The following services be selected for formal market testing in 2005/6:**
 - (I) Facilities management to include cleaning, caretaking and security. The management of markets will also be considered either as part of facilities or as a separate issue.**
 - (II) Graphics and printing**
 - (III) Car services. However, in view of the personal nature of the service, the only other alternative provider that would be considered suitable by the council for the future provision of this service would be either another local authority or a non-for-profit trust.**
 - (IV) Housing management and repairs. However, in view of the stock option appraisal process, work on this service will be postponed until may 2005, following which the compatibility of this option with the outcome of the stock option appraisal process shall be assessed.**
 - (B) If work on any of these services has been concluded by November 2005, it is proposed that paymaster and CCTV are re-considered for potential inclusion at that time.**
 - (C) That any consideration of formal market testing of arts is postponed to enable the consideration of procurement of both Leisure services and Cultural services through a single trust on the expiry of the current contract for leisure.**

(D) That the council continues to work in partnership with other local authorities to assess the advantages to the council of shared service delivery for revenues and benefits, building control and procurement and responds to the request from South Holland to consider providing legal services to them.

Considerations/Reasons for Decision:

- (1) Report number CEX264 and additional information circulated prior to the meeting by the Chief Executive explaining that formal market testing will be a key component of the Council's procurement strategy;
- (2) It is understood that an incremental approach to achieving efficiency savings can be harmful to service delivery.

CO86. TACKLING ANTI-SOCIAL BEHAVIOUR

[Decision taken by cabinet collectively]

Decision:

- (1) To approve the action plan for crime and disorder and anti-social behaviour, as appended;**
- (2) To note that a further report will be prepared identifying the actions proposed to address the most serious cases of anti-social behaviour that breach the council's tenancy conditions;**
- (3) To note that a further report will evaluating the success of the street warden initiative will be submitted to a future meeting of the cabinet.**

Considerations/reasons for decision:

- (1) Report number DCS10 by the Corporate Director of Community Services;
- (2) The contribution the action plan makes towards achievement in the Council's Category A priority, Anti-Social Behaviour;
- (3) Report to Council from the Community DSP on the anti-social behaviour policy for housing management;
- (4) Success to date of local tasking groups involving street wardens and the public;
- (5) Advice to follow from the Chief Executive on the removal of "racial" before references to "harassment" to ensure that all cases of harassment are considered seriously.

CO87. ITEMS RAISED BY CABINET MEMBERS INCLUDING REPORTS ON KEY AND NON KEY DECISIONS TAKEN UNDER DELEGATED POWERS.

(1) Councillor Mrs Frances Cartwright: Portfolio – Cultural

DECISION: To give approval to the District Council entering into a lease with Stamford Town Council for the acquisition of former allotment land for use as an extension to the Uffington Road Playing Field, Stamford.

[Decision made: 22.11.04]

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

Decision: To approve the expenditure of Decent Homes Capital Budget provision on works to provide:

- 1) Refurbishment to full Decent Homes standard of Easiform Housing (approx 90 in total) in Grantham. Approx cost £950,000.
- 2) Security Doors and Door Intercom/Control Systems for Communal access in staircase areas in flats accommodation. Approx cost £650,000.
- 3) Replacement windows to properties. Approx cost £350,000.

[Decision made: 22.11.04]

(3) Councillor Ray Auger: Portfolio – Environment

DECISION: That the Products of Animal Origin (Third Country Imports) (England) (No. 3) Regulations – S.I. 2004 No. 2640 be added to the list of legislation approved by full Council on 25th September 2003, under which officers can be authorised.

[Decision made: 15.11.04]

(4) Councillor John Smith: Portfolio – Economic

DECISION: That the tender submitted by E Bowman & Sons Ltd in the sum of £17,955.36 for structural repairs to stone walls at the theatre at Stamford Arts Centre be accepted.

[Decision made: 06.12.04]

(5) Councillor John Smith: Portfolio – Economic

DECISION: To approve the naming of the development at the rear of 22 Bridge End Road, Grantham by A. Eatch & Son Blds as Eatch's Mews in

order to provide postal addresses for the new residential development.

[Decision made: 06.12.04]

DATE DECISIONS EFFECTIVE:

The decisions at minutes CO77 and CP80 are Policy Framework Proposals and therefore stand referred to the Council.

All other decisions as made on 6th December 2004 can be implemented on 15th December 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 l.shuttlewood@skdc.com**

Action Plan For Crime and Disorder and Anti-Social Behaviour

	<u>Subject Area</u>	<u>Key Milestones</u>	<u>Target Date</u>	<u>Lead Person</u>
1	Include additional questions within the general household survey to identify the scale of the problem	CMT to agree revised questions.	November 30 th 2004	D. Wyles
2	Conduct General Householder Survey and analyse.	Issue of Survey in January 2005	31 st January 2005	D.Wyles
3	Set clear target based on results of Survey and obtain the approval of Cabinet.	Analysis on this subject completed by mid-march 2005	30 th April 2005	D. Wyles J.Pell
4	Undertake recruitment and selection of Community Safety Officer and appoint.		Commence mid January 2005	J.Pell
5	Prepare a district -wide Anti Social Behaviour Procedure.	Approval of the crime and disorder partnership (CDRP) and the Council	Approval by CDRP march 2005 Approval by council April 2005	Community Safety Officer. J.Pell
6	Undertake an awareness program with Cabinet Members and Managers to raise understanding of the work of the Anti-Social Behaviour Team/Partnership	Delivery of an awareness programme to Members and senior staff.	30 th December 04	J.Pell, D Foley,
7	Establish protocols and procedures for responding to referrals regarding Anti Social Behaviour and set response time targets.		30 th November 2004	Leigh Mockridge
8	Establish target areas for deployment of Anti Social Behaviour Officer. (Based on information and intelligence)	Establishment of CDRP Delivery Group, Tasking Group and Joint Action Groups		Insp. Mendum L Mockridge.
9	Establish target areas for deployment of resources following completion of General Household Survey.	Completion of General Household Survey.	30 th April 2005	Community Safety Officer.

Action plan for crime and disorder and anti-social behaviour

	Subject area	Key milestones	Target date	Lead person
10	Review Street Warden Project as a result of Home Office funding ending in March 2005.	Consideration of report by Cabinet December 04	January 2005	S Marshall, J Pell
11	Overhaul the role of the CDRP and link to work of the Local Strategic Partnership.	Establishment of LSP priorities following consultation through general household survey	30 th April 2005	J Pell, M Sibthorp.
12	Provide 24 hour on-call service for noise and other nuisance.		31 st January 2005	S Marshall B Hadfield
13	Support through work of Anti Social Behaviour officer and Community Safety Officer Housing Managers to address most serious cases of anti social behaviour that breach tenancy conditions.			J Pell S Marshall Community Safety Officer.
14	Prepare Anti Social Behaviour Policy for Housing Services		30 th December 2004	P Doughty
15	Prepare Council wide Anti Social Behaviour Policy		31 st March 2005	Community Safety Officer