

Minutes

Cabinet

Tuesday, 9 November 2021, 14:00

Council Chamber – South Kesteven House,
St Peter's Hill, Grantham. NG31 6PZ



SOUTH
KESTEVEN
DISTRICT
COUNCIL

The Leader: Councillor Kelham Cooke (Chairman)

The Deputy Leader: Councillor Adam Stokes (Vice-Chairman)

Cabinet Members present

Councillor Barry Dobson, Cabinet Member for Leisure

Councillor Annie Mason, Cabinet Member for People and Safer Communities

Councillor Robert Reid, Cabinet Member for Housing and Property

Councillor Nick Robins, Cabinet Member for Planning and Planning Policy

Councillor Rosemary Trollope-Bellew, Cabinet Member for Culture and Visitor Economy

Councillor Linda Wootten, Cabinet Member for Corporate Governance and Licensing

Members in attendance

Councillor Jacky Smith

Officers in attendance

Karen Bradford (Chief Executive)

Alan Robinson (Deputy Chief Executive & Monitoring Officer)

Ken Lyon (Assistant Chief Executive)

Nicola McCoy-Brown (Director of Growth and Culture)

Andrew Cotton (Director of Housing and Property)

Gary Smith (Director of Commercial and Operations)

Richard Wyles (Assistant Director of Finance (s151 Officer))

Graham Watts (Head of Democratic Services (Deputy Monitoring Officer))

Claire Moses (Head of Revenues and Benefits)

Phil Moore (Special Projects Manager)

Debbie Roberts (Interim Organisational Development Manager)

Phil Swinton (Health and Safety, Emergency Planning and Business Continuity Lead)

Serena Brown (Sustainability and Climate Change Officer)

Patrick Astill (Communications)

Alex Woolf (Communications and Policy Officer)

Shelley Thirkell (Acting Principal Democratic Services Officer)

46. Register of attendance and apologies for absence

All Cabinet Members were present, as expected.

47. Minutes of the previous meeting

The minutes of the meeting held on 12 October 2021, were **AGREED** as a correct record of the decisions taken.

48. Disclosure of Interests (if any)

There were none.

49. Rectory Farm Development Brief

Purpose of the report

To consider the Rectory Farm Development Brief and make recommendations to full Council. The Rectory Farm Supplementary Planning Document (SPD) set out the Council's expectations for a high quality, inclusive and sustainable place which reflected and responded to local character, alongside the design process.

Decision

That the Cabinet endorsed the Rectory Farm Development Brief and recommended its adoption by full Council.

Options considered and rejected

1. To recommend full Council adopt the Rectory Farm Development Brief as a guidance note, rather than an SPD.
2. To do nothing and recommend full Council do not adopt the Rectory Farm Development Brief either as an SPD or as a guidance note.

Reason for decision

The document helped shape the Council's ambitious plans for the District and provided assurance of high quality design. The improvements would support green infrastructure, addition of new cycle ways, walkways and sustainable transport measures. It would bring a great benefit to the local community.

50. Draft Design Guide Supplementary Planning Document

Purpose of the report

To seek Cabinet's endorsement to take the revised Design Guidelines for Rutland and South Kesteven Supplementary Planning Document (SPD) to full Council for adoption.

The Design Guide set out the Council's design expectations for high quality, inclusive and sustainable places which reflected and responded to local character alongside the design process to achieve those. It also provided detailed guidance for the design of commercial areas to meet best practice.

Decisions

1. That Cabinet endorsed the report and Design Guidelines for Rutland and South Kesteven Supplementary Planning Document and noted the Consultation Statement.
2. That Cabinet recommended full Council adopt the Design Guidelines for Rutland and South Kesteven Supplementary Planning Document.

Options considered and rejected

To recommend full Council withdraw the Design Guidelines for Rutland and South Kesteven Supplementary Planning Document.

Reason for decision

Members agreed that the Design Guide Supplementary Planning Document would provide great benefit South Kesteven's communities, setting out clear design expectations. It was acknowledged that South Kesteven was a special part of the United Kingdom, as such a Design Guide would support the development of emerging communities which reflected that, helping achieve the aspirations of the Council's Corporate Priorities.

51. Material Change in Circumstances - Business Rates Relief package

Purpose of the report

To provide an overview of Material Change in Circumstances and the Business Rates Relief package which was linked to the Rating (Coronavirus) and Directors Disqualification (Dissolved Companies) Bill 2021-22.

Decisions

Approved the delegation to the Council's Section 151 Officer in consultation with the Deputy Leader to develop and implement a scheme of funding distribution that met the legislative requirements.

Options considered and rejected

Do nothing

Reason for decision

It would ensure that the Council distributed the funds in line with the legislative requirements.

52. Stamford Special Expenses Area

Purpose of the report

Cabinet was asked to recommend the transfer the assets currently being charged to the Stamford Special Expense Area (SEA) to Stamford Town Council thus removing the requirement for the Stamford Special Expense Area to continue.

Decisions

1. Approved the freehold transfer of Empingham Road playing field and Uffington Road playing field to Stamford Town Council, subject to the disposal requirements in accordance with Section 123 of the Local Government Act 1972.
2. Approved the transfer date from 1, April 2023 thus removing the Stamford Special Expense Area from that date.
3. Approved the transfer of the balance of the Stamford Special Expense Reserve to Stamford Town Council upon completion of the asset transfer.
4. Authorised officers to continue discussions with Stamford Town Council to consider the transfer of other Council owned assets over the medium term.

Options considered and rejected

Do not transfer the SEA open space assets and the credit balance held in the SEA reserve to Stamford Town Council. The assets would remain in the ownership of the Council and the Council would continue to be responsible for managing and maintaining the assets.

Reason for decision

Ensured that the local community would have control over their assets. Stamford Town Council would be able to access funds not available at District Council level, to make improvements for the Community.

53. Health and Safety Policy 2021 - 2023

Purpose of the report

This report presented the updated Health and Safety Policy. This updated policy ensured compliance with the Council's legal duties and covered the period 2021-23. The Council's Health and Safety Policy was a statement of intent and commitment to managing any risk that may arise from its undertakings.

Decisions

Approved the contents of the Health and Safety Policy for the period 2021-23.

Options considered and rejected

The requirement for the Authority to have a Health and Safety Policy was determined by statute, therefore no other options were available for consideration.

Reason for decision

Ensured that the Council, as a large employer within the District, met its legal and moral obligations to its employees. The Policy helped to mitigate a wide variety of workplace risks, within its wide variety of services. It was important to the Council to support and invest in the wellbeing of its employees.

54. Allocation of the Welcome Back Fund 2021/22

Purpose of the report

To approve the activities to benefit from the Reopening High Street Safely Fund budget and the additional funds provided by the Welcome Back Fund to enable the funded activity to be procured.

Decisions

1. Accepted the Welcome Back Fund grant from the Department for Levelling Up, Housing and Communities of £252,909 and approved the necessary amendments to the General Fund revenue budget framework.
2. Accepted the grant funding agreement terms and conditions, as set out by the Secretary of State for Levelling Up, Housing and Communities
3. Delegated authority to the Director of Growth and Culture, in consultation with The Leader of the Council, to implement the associated action plan which supported activities consistent with the scope of funding.

Options considered and rejected

That Cabinet reject the grant funding offered.

Reason for decision

To support local business and communities within South Kesteven, the plans for the fund would help achieve the aims within the Council's Corporate Plan.

55. Customer Feedback Policy 2021

Purpose of the report

To seek approval of a new Customer Feedback Policy to align to the Housing Feedback Policy, which was approved by Cabinet in July 2021.

Decisions

Cabinet approved the new Customer Feedback Policy and Customer Feedback Appendix 1- Vexatious complaints.

Options considered and rejected

To continue with the existing 3 stage Customer Feedback Policy, formed in 2013.

Reason for decision

Ensured that all officers would follow the same processes and timelines, aligning with the Council's Housing Feedback Policy. It provided an open and transparent way for members of the public to make a compliment, complaint or put forward feedback.

56. Climate Matters 2021 Annual Statement

The Cabinet welcomed the South Kesteven District Council's second annual Climate Change and Carbon Reduction Statement, which had been reviewed and approved by the Council's Environment Overview and Scrutiny Committee.

Members were encouraged at the progress the authority had made towards reducing its net Carbon emissions, with a reduction of 24.85%. Initiatives had been put in place to help further the reduction of emissions; improvements to Council properties away from gas sources, upgrading street lighting to energy efficient LED bulbs, integrating trees lined streets in future developments and was hoped to see trees back into the Town Centres, creating a green environment.

The Leader acknowledged that work was still be done towards its goal of being net zero carbon by 2050. It was hoped that future innovations in technology and updated planning legislation for new properties, would contribute towards that achievement.

57. Finance Update Report: April - September 2021

The Deputy Leader of the Council noted that the report was the 2nd Budget Monitoring report considered by Cabinet, it was designed to advise the current position and projections of the Council's Budget.

The Finance, Economic Development and Corporate Services Overview and Scrutiny Committee had been assisting with the continual scrutiny and review of the Budget, which would feed into Budget setting for 2022/23.

Cabinet noted the forecast 2021/22 outturn position for the General Fund and HRA Revenue and Capital budgets, as at the end of September 2021.

58. Cabinet's Forward Plan

The Leader advised that an extraordinary meeting of full Council would be scheduled in December 2021, to discuss a way forward on The Deepings Leisure Centre.

Cabinet noted the contents of its Forward Plan for the period 25 October 2021 – 24 October 2022.

59. Key and Non-Key Decisions taken under Delegated Powers

The Cabinet Member for Housing and Property drew Members' attention to Appendix A. He advised that the refurbishment of the Meres Leisure Centre lift was anticipated to be completed in late December 2021, once the remaining parts, for the repair, had been delivered.

The Cabinet noted the decisions that were taken under delegated authority.

60. Close of meeting

The Chairman closed the meeting at 16:40.