

# Minutes

**Cabinet**  
**Tuesday, 18 August 2020**



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

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**The Leader:** Councillor Kelham Cooke, The Leader of the Council (Chairman)

**The Deputy Leader:** Councillor Barry Dobson, The Deputy Leader of the Council (Vice-Chairman)

## **Cabinet Members present**

Councillor Annie Mason, Cabinet Member for Communities  
Councillor Robert Reid, Cabinet Member for Housing and Planning  
Councillor Adam Stokes, Cabinet Member for Finance and Resources  
Councillor Rosemary Trollope-Bellew, Cabinet Member for Culture and Visitor Economy

## **Non-Cabinet Members present**

Councillor Bob Adams  
Councillor Louise Clack  
Councillor Phil Dilks  
Councillor Jacky Smith  
Councillor Judy Stevens  
Councillor Linda Wootten  
Councillor Ray Wootten

## **Officers**

Chief Executive (Karen Bradford)  
Strategic Director, Growth (Paul Thomas)  
Strategic Director, Commercial and Operations (Gary Smith)  
Strategic Director, Transformation and Change (Lee Sirdifield)  
Interim Director of Finance (Richard Wyles)  
Head of Leisure (Karen Whitfield)  
Head of Governance (Jo Toomey)  
Legal Executive (Shelley Hardy)

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## **118. Register of attendance and apologies for absence**

A register of attendance was taken. An apology for absence was received from Councillor Dr. Peter Moseley.

## **119. Minutes of the previous meeting**

The minutes of the meeting held on 7 July 2020 were agreed as a correct record of the decisions taken.

## 120. Disclosure of Interests (if any)

No interests were disclosed.

## 121. Procurement of Aids and Adaptations and Domestic Lifts

The Cabinet Member for Housing and Planning presented his report on the procurement of aids and adaptations and domestic lifts contracts. He stated that South Kesteven District Council had an ongoing requirement to carry out significant repair, dilapidations and improvement works to its dwellings. Aids and adaptations works allowed the Council to adapt its properties in line with the physical needs of its tenants. The budgets for all property improvement, including aids and adaptations, were agreed annually by Council and accorded with the principles in the 5-year plan of the 30-year HRA Business Plan. A new contract was required as the previous contracts had ended.

The Cabinet Member for Housing and Planning stated that the contract specification had been designed to ensure the Council met its statutory responsibilities, achieved high levels of customer satisfaction and provided value for money. He also summarised the main terms of both the aids and adaptations and domestic lifts contracts. Reference was also made to the process for completing such works in consultation with applicants and an occupational therapist.

The contracts were procured through the Efficiency East Midlands (EEM) framework and had been assessed in terms of value for money, financial status and performance under the framework's competition process carried out under the OJEU procurement rules and procedures.

In response to a question, Members were assured that the Council had a robust contract management procedure in place, but it continually worked to improve its contract management practices.

Clarification was provided that the contract for aids and adaptations was to be awarded to T. and S. Heating Limited and not T&S Heating (Nottingham) Limited as indicated in the recommendations to the report.

On being put to the vote, it was **AGREED** that the Cabinet approves the award of contracts for carrying out:

- 1) Aids and adaptations works on behalf of South Kesteven District Council throughout the district to T. and S. Heating Limited for a period of three (3) years with the option to extend for a period of up to one (1) year. A start date for the contract is to be agreed once the correct approvals are in place. The estimated contract value is £1,289,395.40 over the three year contract term.
- 2) The installation and maintenance of domestic lifts on behalf of South Kesteven District Council throughout the district to Premier Mobility Limited for the installation and maintenance of domestic lifts (which includes but is not limited to stair lifts and through floor lifts) for a period of two (2) years, with an option to extend for a further two (2) years at the end of the initial period. A start date

for the contract is to be agreed once the correct approvals are in place. The estimated contract value is £76,382.13 per annum.

## **122. Local Plan Review Issues and Options**

The Cabinet Member for Housing and Planning presented his report on the Local Plan Review Issues and Options. When the Council approved its Local Plan in January 2020, it agreed to proceed with an early review, which was a requirement from the Inspector's final report following the public examination of the document.

The Local Plan review would set out the planning framework for the district to 2041, covering issues including: housing provision, the economy, retail and town centres, infrastructure provision and the environment. It would also set out the policies by which planning applications would be determined, in addition to allocating land for housing, employment and retail uses.

The process of producing a Local Plan involves different stages, many of which require the Council to consult with stakeholders and residents. The timetable for the preparation of the Local Plan was set out in the revised Local Development Scheme for South Kesteven Local Plan (Appendix 2 to the report).

The Issues and Options paper set out in Appendix 1 represented the initial stage of consultation on the Local Plan Review, setting out the scope of the review and key issues and options to be considered within the review. At this stage, the Issues and Options consultation was not a statement of the Council's proposed planning policies but a statement of intention as to what planning policies may need to be reviewed or updated. The consultation period would run between early September to mid-October 2020.

The Local Plan Review, however, does need to take account of the National Planning Policy Framework (NPPF) introduced in 2019, as the current adopted Local Plan was examined against the previous NPPF.

Significant consultation will be undertaken throughout all the stages of preparing and producing the Local Plan Review. In undertaking this consultation, the Council will follow its adopted Statement of Community Involvement where possible and practicable in line with temporary Regulations made by the Government in response to COVID-19.

On 6 August 2020 the Government published the Planning White Paper which proposed increased digitalisation, giving planning authorities new powers to improve design and sustainability standards. The proposals also included a new single infrastructure levy, which would replace the system for Section 106 contributions and Community Infrastructure Levy. Other proposals included binding housing requirement that local planning authorities would have to deliver through their local plans, splitting large sites between developers to accelerate delivery and streamlining community consultation at planning application stage. The Council would be preparing a response to the consultation engaging members of the Planning Committee and professional officers. The Cabinet Member for Housing and Planning

stated he would circulate his summary of the Planning White Paper to Cabinet Members (**Action**).

During discussion reference was made to the role of Neighbourhood Plans. There was recognition that there was no body in Grantham that would be the focal point for the development of any Neighbourhood Plan. A non-Cabinet Member put forward the Earlesfield Ward to pilot the preparation of a Neighbourhood Plan within the town, which could then be used as a model for other areas.

The Planning Policy Team was thanked for its hard work and efforts.

On being put to the vote, it was **AGREED**:

- 1) That Cabinet approves the Local Plan Review Issues and Options report, as set out in Appendix 1 to the report of the Cabinet Member for Housing and Planning, for public consultation.
- 2) That Cabinet approves the revised Local Development Scheme, as set out in Appendix 2 to the report of the Cabinet Member for Housing and Planning, providing the proposed timetable for the Local Plan Review.

#### **123. Refurbishment of Property - Elm Street, Stamford**

The Leader of the Council presented his report on the refurbishment of the Council-owned asset known as the former St Johns Ambulance Station, on Elm Street in Stamford which has been vacant for in excess of 5 years. Planning permission for the proposed works has been obtained and feasibility works undertaken in preparation for commencement.

It was proposed that the conversion of the building will be funded from a budget carried forward from the previous financial year.

It was recommended that Lindum, which had previously been appointed to undertake pre-commencement construction activities, should be appointed as a direct award through the SCAPE Framework. The risks of going to market were highlighted, which included not finding a contractor and/or high costs because of the impact of COVID-19 on the availability of materials and labour. The tender exercise would also take longer than a direct award and there was market demand for office space in Stamford, which needed to be acted on.

On being put to the vote, it was **AGREED** that the Cabinet approves the award of a contract of works to the value of £229,789 for the refurbishment of the former St. John's Ambulance in Stamford to Lindum, utilising the SCAPE framework.

#### **124. Local Government Re-organisation Budget**

The Leader of the Council presented his report on the allocation of budgetary provision to support work in respect of local government reorganisation. The allocation of £50,000 would be a one-off contribution funded from the Council's local priorities reserve. The Leader stated that the Council wished to be an active

contributor to discussions taking place regarding the future options for local government in Lincolnshire.

Members noted that it was not clear whether South Kesteven would be included in first round or second round, so the Council must be ready.

The initial work would cost £15,000. The allocation for £50,000 would provide sufficient to fund any necessary follow up works. Any funding that was not required would be returned to the local priorities reserve.

On being put to the vote, it was **AGREED** that the Cabinet approves the allocation of £50,000 to be funded from the Local Priorities Reserve to support the development of the business case for local government reorganisation in Lincolnshire.

### **125. Appointment of Directors to Gravitax**

This item was withdrawn from the agenda and would be presented to the next meeting of the Companies Committee in the first instance.

### **126. Matters Referred to Cabinet by the Council or Overview & Scrutiny Committees**

The Leader of the Council presented his report which highlighted matters referred to the Cabinet from the Council and overview and scrutiny committees. Since the Cabinet had met on 7 July 2020, only the Environment Overview and Scrutiny Committee had made recommendations to Cabinet.

It was **AGREED** to adopt the following recommendations referred from the Environment Overview and Scrutiny Committee meeting held on 21 July 2020:

- a) That the following seven areas should be used as environmental indicators:
  - Energy consumption and cost (for the Council)
  - Water consumption and cost (for the Council)
  - Overall domestic waste arisings (for the district)
  - Percentage domestic waste recycled (for the district)
  - Percentage domestic waste diverted from landfill/incineration (to include food waste and green waste)
  - Percentage contamination of silver bins
  - Number of fixed-penalty notices issued by enforcement teams
- b) That the Cabinet Member for Commercial and Operations develops a phased carbon reduction plan and initiates feasibility assessments for priority carbon reduction projects outlined in the Carbon Trust's Carbon Footprint and Reduction Opportunities Report, with the prioritisation of the following initiatives: solar panel installation on Council assets, improvements to Stamford Arts Centre and the Guildhall Arts Centre, LED street lighting and improvements to office space including the fitting of LED lighting.
- c) That the Cabinet Member for Commercial and Operations undertakes public consultation in respect of the extension of the existing Public Space Protection Orders and proposed new Public Space Protection Order (The Spinney,

Market Deeping Cemetery) subject to the maps being updated to reflect current Ward boundaries.

### **127. Items raised by Cabinet Members including reports on Key and Non Key Decisions taken under Delegated Powers**

The Leader of the Council introduced his report which set out details of non-key decisions that had been taken by Cabinet Members under their delegated authority since the last meeting of the Cabinet on 7 July 2020. The report also provided information on a decision that the Chief Executive had made using her emergency powers. The contents of the report were noted.

### **128. Representations and questions from Non Cabinet Members**

One question was raised by a non-Cabinet Member, which related to the outgoing Chief Executive of InvestSK, whether any non-disclosure agreement had been signed in respect of his departure, and if so, the financial implications of that. The Chief Executive and Leader responded, stating that they were unable to comment on the contractual position of an officer of a company in a public meeting. The Leader added that the Chief Executive would contact Councillor Dilks outside the meeting to discuss the matter (**Action**).

### **129. Cabinet Forward Plan 1 September 2020 to 31 August 2021**

Cabinet Members noted the Forward Plan for 1 September 2020 to 31 August 2021 which was appended to the agenda. The Forward Plan gave an indication of items to be presented to the Cabinet in the next 12 months.

### **Exclusion of the press and public**

*It was proposed, seconded and agreed that the press and public be excluded from the meeting during the following item of business because of the likelihood that information which is exempt under section 100(a)(4) of the Local Government Act 1972, paragraph 3 of Schedule 12A of the Act, would be disclosed to them.*

### **130. Leisure Service**

The minutes of this item contain exempt information under section 100(a)(4) of the Local Government Act 1972, paragraph 3 of Schedule 12A of the Act.

On being put to the vote, it was **AGREED**:

To approve the recommendations as set out in the exempt report of the Deputy Leader of the Council.

### **131. Close of meeting**

The meeting was closed at 15:26.