

Cabinet



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Tuesday, 7 November 2023 at 2.00 pm
Council Chamber - South Kesteven House, St. Peter's
Hill, Grantham. NG31 6PZ

Cabinet Members: Councillor Richard Cleaver, The Leader of the Council (Chairman)
Councillor Ashley Baxter, Deputy Leader of the Council and Cabinet Member for Finance and Economic Development (Vice-Chairman)

Councillor Rhys Baker, Cabinet Member for Environment and Waste (jobshare)
Councillor Phil Dilks, Cabinet Member for Housing and Planning
Councillor Patsy Ellis, Cabinet Member for Environment and Waste (jobshare)
Councillor Philip Knowles, Cabinet Member for Corporate Governance and Licensing
Councillor Rhea Rayside, Cabinet Member for People and Communities
Councillor Paul Stokes, Cabinet Member for Leisure and Culture

Agenda

This meeting can be watched as a live stream, or at a later date, [via the SKDC Public-I Channel](#)

1. **Apologies for absence**
2. **Minutes of the previous meeting** (Pages 3 - 9)
Minutes of the meeting held on 10 October 2023.
3. **Disclosure of Interests**

Items for Cabinet Decision: Key

4. Swimming Pool Support Fund (Phase One – Revenue) (Pages 11 - 15)
To request an offer of external funding from the Swimming Pool Support Fund is formally approved.

5. Provision of Domestic Battery Recycling Service (Pages 17 - 25)
This report provides information regarding options for the introduction of a domestic battery recycling service along with the recommendation by the Environment Overview and Scrutiny Committee (3rd October 2023).

6. Relocation of the Customer Services Centre – Grantham (Pages 27 - 34)
This report sets out the progress made in the proposals for a new Customer Service Centre at Grantham and seeks a number of recommendations in order to enable the delivery of the project.

Items for Cabinet Decision: Non-Key

7. Housing Repairs & Maintenance Policy (Pages 35 - 80)
To seek approval from Cabinet of the adoption of the new Housing Repairs and Maintenance Policy which sets the framework for the delivery of the repair service.

8. Health Cash Plan (Pages 81 - 83)
To report a recommendation from the Council's Employment Committee that Cabinet does not support the introduction of a Health Cash Plan as a benefit for South Kesteven District Council's employees.

Matters Referred to Cabinet by the Council or Overview and Scrutiny Committees

9. Updated Climate Action Strategy for South Kesteven (Pages 85 - 171)
Following a public consultation, a revised Climate Action Strategy has been developed setting out South Kesteven District Council's aspirations to reduce carbon emissions and adapt to the impacts of climate change within the district.

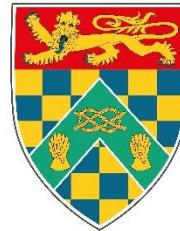
Items for information

10. Cabinet's Forward Plan (Pages 173 - 181)
This report highlights matters on the Cabinet's Forward Plan.

Minutes

Cabinet

Tuesday, 10 October 2023



SOUTH
KESTEVEN
DISTRICT
COUNCIL

The Leader: Councillor Richard Cleaver, The Leader of the Council (Chairman)

The Deputy Leader: Councillor Ashley Baxter, Deputy Leader of the Council and Cabinet Member for Finance and Economic Development (Vice-Chairman)

Cabinet Members present

Councillor Phil Dilks, Cabinet Member for Housing and Planning

Councillor Patsy Ellis, Cabinet Member for Environment and Waste (jobshare)

Councillor Philip Knowles, Cabinet Member for Corporate Governance and Licensing

Councillor Rhea Rayside, Cabinet Member for People and Communities

Councillor Paul Stokes, Cabinet Member for Leisure and Culture

Non-Cabinet Members present

Councillor Tim Harrison

Councillor Ian Selby

Councillor Mark Whittington

Officers

Richard Wyles, Chief Finance Officer and Deputy Chief Executive (Section 151 Officer)

Nicola McCoy-Brown, Director of Growth and Culture (Deputy Monitoring Officer)

Graham Watts, Assistant Director of Governance (Monitoring Officer)

Emma Whittaker, Assistant Director of Planning

Jodie Archer, Head of Housing Services

George Chase, Waste and Recycling Operations Manager

Ayeisha Kirkham, Head of Public Protection

Sarah McQueen, Head of Service (Housing Options)

James Welbourn, Democratic Services Manager

Patrick Astill, Communications Officer

Shaza Brannon, Planning Policy Manager

Molly-Mae Taylor, Communications Officer

33. Apologies for absence

Apologies for absence were received from Councillor Rhys Baker.

34. Minutes of the previous meeting

The minutes of the meeting held on 11 September 2023 were approved as a correct record.

35. Disclosure of Interests

There were no declarations of interests.

36. Managed Stores Contract

Purpose of report

For members to approve the contractor providing the Managed Stores Contract for the management and provision of vehicle parts and consumables.

Decision

That Cabinet approves the award of the Managed Stores Contract delivered through a further competition tendering process via the Yorkshire Purchasing Organisation (YPO) Framework, Fleet Management, DPS, Lot 1117, Managed Stores to Fleetfactor Ltd. for a 4-year period with the option for a 2-year extension. The estimated contract value was £424,000 per annum.

Alternative options considered and rejected

A tendering process was considered to be the best option and no other options were identified.

Reasons for decision

The stores contract provided for all of the vehicle parts and consumables for the maintenance of the Council's fleet of vehicles including vehicles for the services of Waste and Recycling, Street Scene, Pool Cars and Housing repairs.

One tender was received through the YPO framework from Fleetfactor Ltd., who currently provided the service.

The proposed contract award had followed compliant procurement processes and would provide the Council with the appropriate contract to aid the delivery of the Corporate Priority to provide "Clean and sustainable environment". This would be done by ensuring that the vehicle fleet was maintained and fuel efficient, in turn ensuring that essential environmental and other services kept their vehicles on the road and remained productive.

37. Review of Public Space Protection Orders

Purpose of report

To review the Public Spaces Protection Orders which applied in the District every three years.

Decision

That Cabinet:

1. Notes the results of the public consultation on the continuation of the existing Public Spaces Protection Orders.
2. Notes the results of the public consultation on the proposed amendment to the existing Public Spaces Protection Orders (Dog Exclusion) to include additional areas at the Recreation Ground, Stamford.
3. Notes the results of the public consultation on the request for a new Public Spaces Protection Orders for vehicle related nuisance and anti-social behaviour covering the following areas within Stamford: the Station Road car park (also known as Cattle Market), The Meadows and Bath Row car park.
4. Approves the Public Spaces Protection Orders, for the District of South Kesteven, relating to dog fouling for a 3-year period from 20 October 2023.
5. Approves the Public Spaces Protection Orders, for the District of South Kesteven, relating to the requirement for dogs to be placed on leads by order of an Officer, for a 3-year period from 20 October 2023.
6. Approves the Public Spaces Protection Orders, as specified in the Order, relating to alcohol control for a 3-year period from 20 October 2023
7. Approves the Public Spaces Protection Orders excluding dogs from enclosed children's play areas within the District of South Kesteven, which includes the additional areas proposed at the Recreation Ground Stamford, for a 3-year period from 20 October 2023.
8. Approves the Public Spaces Protection Orders requiring dogs to be kept on leads of no more than 1 metre in length in The Spinney, Market Deeping Cemetery for a period of 3 years from 20 October 2023.
9. Approves the implementation of a new Public Spaces Protection Orders for vehicle related nuisance and anti-social behaviour covering the following areas within Stamford: the Station Road car park (also known as Cattle Market), The Meadows and Bath Row car park, for a period of 3 years from 20 October 2023.

Alternative options considered and rejected

That the existing orders be allowed to expire. This would remove the ability to enforce against the matters covered by the Orders.

That the proposed amendments to orders not be put in place; this would prevent the ability to enforce against the matters covered by the proposed amended Orders.

The new Order was not put in place; this would prevent the ability to enforce against the matters covered by the proposed Order.

Cabinet may determine that the legal test had not been met in some or all of the Orders. In this case the Order(s) should not be extended/ approved.

If as a result of the consultation, changes to the draft orders were proposed, further consultation would be necessary.

Reasons for decision

To ensure an effective mechanism was available to deal with issues detailed in the Orders. PSPO related issues that were brought forward in the future would be discussed during the course of any review.

There were 366 responses to the four-week public consultation, which demonstrated a good level of engagement with the public.

A job advert for an additional full-time member of staff monitoring CCTV had been placed.

38. HRA Disposal & Acquisitions Policy

Purpose of report

To seek approval of the adoption of the HRA Acquisition and Disposal Policy which set the framework for the way in which land or assets were acquired or disposed of from the Housing Revenue Account.

Decision

That Cabinet approves that the adoption of the Housing Revenue Account (HRA) Acquisition and Disposal Policy was in line with best practice and would provide clear operational guidance.

Alternative options considered and rejected

Continue without an adequate policy or procedure.

Reasons for decision

The clarity provided by the HRA Acquisition and Disposal Policy enabled staff working in the service to make operational decisions efficiently and consistently. This in turn provided greater transparency and understanding for the reasoning and decision-making process in relation to property acquisitions and disposals within the Housing Revenue Account.

The report had been considered and recommended to Cabinet by Housing Overview and Scrutiny Committee at its meeting held on 21 September 2023. An additional £1 million of capital for the Housing Revenue Account had been approved by Full Council on 28 September 2023, in order to acquire properties which met the criteria set out in the HRA Disposal and Acquisitions Policy. The Policy set out the framework of these acquisitions and the agreed protocol.

39. Budget Monitoring Report Period 4 Forecast

Purpose of report

To present the Council's forecast 2023/2024 financial position as at the end of July 2023, covering the General Fund Revenue Budget, Housing Revenue Account Budget, Capital programmes (General Fund and Housing Revenue Account), and a Reserves Overview (Including the General Fund and Housing Revenue Account).

Decision

That Cabinet notes the forecasted 2023/2024 outturn position for the General Fund and Housing Revenue Account (HRA) and Capital budgets as at the end of July 2023.

Alternative options considered and rejected

Not to receive the update; the update had already been presented to the Finance and Economic Overview and Scrutiny Committee so this had been the next stage in the budget monitoring process.

Reasons for decision

Committee Members should be updated on the financial position of the Authority, as effective budget management was critical to ensuring financial resources were spent in line with the budget and were targeted towards the Council's priorities. Monitoring enabled the early identification of variations against the plan and facilitated timely corrective action.

This report provided an overview of the forecasted 2023/24 financial position for the Council and focused on the position as at the end of July 2023.

The following points were raised during discussion:

- The information contained within the report had previously been considered by Finance and Economic Overview & Scrutiny Committee, with the exception of the additional HRA capital budget of £1 million that had been approved by Full Council on 28 September 2023.
- Electricity costs had been lower than expected, and business rates had been reduced. Proposed fuel increases were lower than expected.
- The results of the officer pay award were still awaited.
- Whilst it was still planned to utilise reserves in the current year, the level of usage was not as high as predicted.
- The Changing Places toilet scheme was on the agenda of Rural and Communities Overview & Scrutiny Committee for 11 October 2023.
- Caution should be afforded to fuel and electricity prices given the current situation in the Middle East.
- One area discussed at the Finance and Economic Overview & Scrutiny Committee in September was the underspend on enhancements to the Council's housing stock.

40. Stamford North Statement of Common Ground

Purpose of report

To consider the Stamford North Statement of Common Ground and accompanying Duty to Cooperate Board Terms of Reference.

Decision

That Cabinet:

1. Agrees to South Kesteven District Council becoming a signatory to Stamford North Statement of Common Ground, as amended (appended to these minutes), and in so doing, authorizes the Chief Executive to be the signatory.
2. Agrees to the establishment of a joint board consisting of South Kesteven District Council and Rutland County Council to oversee the potential proposed development of Stamford North, which will be governed by Terms of Reference.

Alternative options considered and rejected

The alternative of not signing the Statement of Common Ground may contravene the current duty to cooperate with neighbouring authorities. It may also have led to a less sustainable development at Stamford North. Therefore, the do nothing option was discounted.

Reasons for decision

The Statement of Common Ground sets out both the background and the two authorities' intentions for the entire proposed development. It would help to

demonstrate Duty to Co-operate on matters by Rutland County Council and South Kesteven District Councils. The reason for the recommendation was to help to enable both authorities to work together on the delivery of a comprehensive cross-boundary development at Stamford North which would include the provision of infrastructure to mitigate any impact on the local area through the collection and expenditure of developer contributions.

The Rutland Local Plan included a housing allocation for 1,350 houses at Stamford North which extended into Rutland, providing an additional 650 homes at Quarry Farm.

The site in Rutland was required to make the entire allocation developable due to the addition of a link road. Local Authorities had a legal duty to cooperate and needed to engage constructively on an ongoing basis to maximise the preparations for the Local Plan.

South Kesteven and Rutland Councils had a good track record of working together on Stamford North with joint discussions having taken place for more than five years. A Statement of Community Involvement had been jointly prepared, which set out proposed planning arrangements for the joint development, including the expenditure for developer contributions for the delivery of key infrastructure.

A Joint Strategic Planning Board would be established and governed by Terms of Reference. The South Kesteven and Rutland Local Plans would be drafted accordingly.

Small amendments to the printed Statement of Common Ground were proposed, seconded, and **AGREED**. It was noted that these amendments, contained within the copy appended to these minutes had not yet been agreed with Rutland County Council.

41. Cabinet's Forward Plan

Since the publication of the Forward Plan within the Cabinet papers further reports had been added to the Forward Plan. The following reports were highlighted as having been added to the November meeting of Cabinet:

- South Kesteven District Council Customer Service Point Relocation
- Domestic Battery Recycling Service

The remainder of the Forward Plan was noted.

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Cabinet

7 November 2023

Report of Councillor Paul Stokes,
Cabinet Member for Culture and
Leisure

Swimming Pool Support Fund (Phase One – Revenue)

Report Author

Karen Whitfield, Assistant Director (Leisure, Culture and Place)

Karen.whitfield@southkesteven.gov.uk

Purpose of Report

To request an offer of external funding from the Swimming Pool Support Fund is formally approved.

Recommendation

In consideration of the contents of this report, it is recommended Cabinet:

1. Approves the receipt of £344,659 from the Swimming Pool Support Fund, the funding being utilised to offset the management fee of £500k provided to LeisureSK Ltd for the financial year 2023/2024.

Decision Information

Is this a Key Decision?	Yes
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Healthy and strong communities
Which wards are impacted?	Grantham and Stamford Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The Council's contract arrangement with LeisureSK Ltd provides that the Council pays a management fee to the company which represents the difference in the company's expenditure and the income it has been able to generate. Originally LeisureSK Ltd was not forecasted to require a management fee payment in 2023/2024. However, as a result of increasing operational costs, the majority of which relate to higher utility prices, a budget allocation of £500,000 was included in the Council's budget for 2023/2024.
- 1.2 The Swimming Pool Support Fund was established by central government in recognition of the significant challenges local authorities are facing nationally in continuing to operate public swimming facilities, especially in relation to the higher cost of utilities and pool chemicals. The offer of funding in the sum of £344,659 will be used to offset the £500,000 fee that has been paid to LeisureSK Ltd in the current financial year.

Completed by: Richard Wyles, Deputy Chief Executive and Section 151 Officer.

Legal and Governance

- 1.3 The Council's Financial Regulations stipulate that an award of funding over £250,000 must be formally approved by Cabinet.

Completed by: Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer.

2. Background to the Report

- 2.1 The South Kesteven Corporate Plan (2020-2023) contains a key priority of building 'Healthy and Strong Communities'. As part of which the Council is committed to improving the health and wellbeing of our residents by providing high quality leisure provision.
- 2.2 Since January 2021, the Council's three operational leisure facilities, being Grantham Meres Leisure Centre, Bourne Leisure Centre and Stamford Leisure Pool, have been operated by LeisureSK Ltd, a wholly-owned Council company, under a contract arrangement.
- 2.3 Under the terms of the contract the Council provides a management fee to LeisureSK Ltd which represents the deficit in the income the company has generated and the income it has been able to attract. Should the company move to a surplus position then the contract provides this should be repaid to the Council or reinvested into the leisure facilities.
- 2.4 In line with the national picture LeisureSK Ltd continues to face financial challenges, especially in relation to increased utility costs and the price of pool chemicals. Despite the company benefitting from enhanced utility purchasing arrangements as part of the Council's ongoing arrangement with the Eastern Shires Purchasing Organisation (ESPO), the increase in costs for the current year were expected to rise significantly. As a result a management fee of £500,000 was built into the Council's budget for 2023/2024.

Swimming Pool Support Fund – Phase One

- 2.5 In response to the challenges being faced by local authorities the Swimming Pool Support Fund was launched by central government in March 2023. The fund, being administered by Sport England, originally totalled £60 million, £20 million of which would be utilised to support publicly accessible swimming pools with their increased revenue costs in the current financial year (Phase One). The remaining £40 million was set aside to provide a capital fund to improve the energy efficiency of leisure centres (Phase Two). The £40 million capital fund was subsequently increased by a further £20 million, the additional funding being provided by Heritage Lottery.
- 2.6 Phase One of the funding opened on 4 August 2023, with only local authorities being eligible to apply. However, there was a requirement that any local authority applying also submitted information on behalf of organisations within the district who were responsible for providing publicly accessible swimming and could demonstrate a significant increase in running costs. The only other eligible swimming pool within the district which met the funding criteria was Bourne Outdoor Pool.

2.7 Due to the scale of the challenges being faced nationally and the significant increase in the running costs of swimming pools, it was anticipated there would be a high level of demand for Phase One funding and the maximum amount which could be claimed was set at £500,000. All applications for funding required the submission of evidence in terms of the predicted in year cost increases when compared to financial year 2022/2023 and the impact of this on the respective organisations

2.8 South Kesteven District Council applied for a total of £500,000 of support for Phase One of the Swimming Pool Support Fund which was broken down as demonstrated below in **Table One**:

Table One: Phase One Swimming Pool Support Fund Application	
Grantham Meres Leisure Centre	£253,518
Bourne Leisure Centre	£146,121
Stamford Leisure Pool	£91,141
Bourne Outdoor Pool	£9,220
Total	£500,000

2.9 The Council has subsequently been notified that a successful funding allocation has been made in relation to Grantham Meres Leisure Centre and Stamford Leisure Pool, the total amount of support being provided amounting to £344,659.

2.10 Unfortunately Sport England do not provide any feedback on why applications have been unsuccessful. Therefore, no information is available in relation to why Bourne Leisure Centre or Bourne Outdoor Pool were not allocated funding.

Swimming Pool Support Fund – Phase Two and Public Sector Decarbonisation Scheme

2.11 A bid has subsequently been submitted to Phase Two of the Swimming Pool Support Fund for a range of energy efficiency interventions across Grantham Meres Leisure Centre, Bourne Leisure Centre and Stamford Leisure Pool. These include the provision of additional solar panels and the introduction of pool covers.

2.12 Again the fund was open exclusively to local authorities with a requirement to submit applications on behalf of other eligible organisations. Bourne Outdoor Pool were invited to submit a bid but declined to do so. The Deepings Leisure Centre Community Group were also invited to make an application in relation to Deepings Leisure Centre yet were unable to do so as they currently have no security of tenure and therefore did not meet the application criteria.

2.13 It is expected the Council will be informed of the outcome of the Phase Two application in late December 2023.

- 2.14 A major application for funding has also been made to Phase 3 of the Public Sector Decarbonisation Scheme (PSDS) to upgrade the heating system at Grantham Meres Leisure Centre. The PSDS was launched by Salix on behalf of the Department for Energy Security and Net Zero in 2021.
- 2.15 The total amount of funding applied for amounts to £4.08 million, if successful this would require match funding from the Council totalling £492,500. The proposed works would involve removing the existing gas boilers and replacing the heating system with a bespoke air source heat pump. As the new system would be powered by electricity and extract heat from outside the building, a successful application would deliver significant carbon savings for the Council.
- 2.16 A pre-requisite for PSDS funding is that boilers are required to be end of life or over ten years old. Grantham Meres Leisure Centre was selected to be the focus of the bid as, due to its size and the operation of four swimming pools, the centre offers the most potential for carbon reduction. The boilers have been scheduled to be replaced Bourne Leisure Centre imminently as, due to their age and condition, they are at risk of failure. Stamford Leisure Pool was not considered eligible for PSDS funding due to the recent installation of a gas boiler during Winter 2022.
- 2.17 The outcome of the PSDS application is also anticipated late December 2023.

3. Key Considerations

- 3.1 LeisureSK Ltd are responsible for the costs in relation to utilities and pool chemicals. However, the price rises experienced have increased the financial burden on the Council who are responsible to fund any deficit in income and expenditure via a management fee. For the current financial year, a management fee of £500,000 has been included in the Council's budget.
- 3.2 The amount of funding awarded from the Swimming Pool Support Fund (Phase One) will help to offset the additional costs incurred by the Council in relation to the management fee paid to the company for the current financial year and can only be utilised for this purpose.

4. Other Options Considered

- 4.1 As detailed within the body of this report additional funding streams are being explored to improve both the energy and carbon efficiency of the leisure centres.

5. Reasons for the Recommendations

- 5.1 In line with the Council's Financial Regulations the level of funding secured requires approval by the Cabinet.

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Cabinet

7th November 2023

Councillors Rhys Baker and Patsy Ellis, Cabinet Members for Waste and

Provision of Domestic Battery Recycling Service

Report Author

Adrian Ash Interim Assistant Director of Operations and Public Protection

 adrian.ash@southkesteven.gov.uk

Purpose of Report

This report provides information regarding options for the introduction of a domestic battery recycling service along with the recommendation by the Environment Overview and Scrutiny Committee (3rd October 2023).

Recommendations

That Cabinet:

- 1. Notes the report and the outcome and agreed recommendation from the Environment Overview & Scrutiny Committee (3rd October 2023) of:**
 - a) Noting the contents of the report.**
 - b) Recommended that option D - Kerbside Collection -The implementation of a kerbside scheme with residents providing their own bags as the most cost efficient and sustainable method'.**
- 2. Agrees and approves the recommendation by the Environment Overview & Scrutiny Committee or wishes to consider an alternative option.**

Decision Information	
Is this a Key Decision?	Yes
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Clean and sustainable environment High performing Council
Which wards are impacted?	All Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

1.1 This report contains a number of options and the financial implications of each are detailed accordingly. The financial implications of whichever option is proposed, if supported by Cabinet, will be incorporated into the budget setting proposals for 2024/25.

Completed by: Richard Wyles, Chief Finance Officer

Legal and Governance

1.2 Local Authorities are not required to collect used batteries from households. Any legal requirements fall upon the retailers and distributors which is enforced by the Office for Product Safety and Standards (OPSS).

Completed by: Graham Watts (Assistant Director of Governance and Monitoring Officer

Health and Safety

1.3 A full assessment of the risk and required mitigation, including a safe system of work and appropriate training for operatives would be required. Appropriate containers would need to be procured to ensure the safe collection, storage and transportation of batteries from general household waste.

Completed by: Phil Swinton

Climate Change

- 1.4 Recycling can help to extract the raw materials from used batteries and support the move towards a circular economy. The options for battery collection set out within the report are not expected to generate additional trips for the Council's waste collection vehicles, therefore not adding to the carbon emissions of operating the vehicle fleet. The outlined Option b) ensures the principle that the 'producer pays', as they are responsible for the collection and onward recycling of the product.

Consult with Serena Brown, Sustainability and Climate Change Officer

2. Background to the Report

- 2.1 Currently Local Authorities are not required to collect used batteries from households and the Department for Environment & Rural Affairs (DEFRA) consultation (Environment Act 2021) on the separate collection of recyclables does not propose to introduce this.
- 2.2 South Kesteven Council's waste operations as with many local authorities does not directly collect batteries as part of their recycling initiatives. Although, they are accepted at the local household waste recycling centres within the district.
- 2.3 Members raised concerns in respect of the safe recycling of batteries as a result of an incident in March 2023, when a refuse vehicle was forced to empty its smoking and smouldering contents onto the ground in Ingoldsby, Lincolnshire. The source cannot be confirmed but may have been due to a suspected spark caused by a domestic battery or a single use vape.
- 2.4 South Kesteven District Council take the safety of our waste/recycling operatives very seriously and want to do everything possible to mitigate any risk to them. As identified at 1.3 a full assessment of the risk and required mitigation will be carried out should approval be given and before any collections take place.
- 2.5 Retailers and distributor do have responsibilities which means they must offer free collection points ('takeback') of waste or used batteries if they sell or supply 32kg or more of portable batteries per year, (this equates to one pack of 4 AA batteries per day). This requirement is enforced by the Office for Product Safety and Standards (OPSS).

3. Key Considerations

- 3.1 Officers were tasked to look at a number of options in respect of safe battery recycling which also included reviewing the scheme of another local authority who are collecting directly from the householder.

3.2 South Kesteven District Council

3.3 **Regulations** – South Kesteven District Council is a waste collection authority and as such does not hold the appropriate Environmental Agency Licence to store batteries at its depot.

3.4 However, Lincolnshire County Council have indicated that they would be willing to set up an arrangement for batteries to be tipped at the Waste Transfer Station or Household Waste Recycling Centre in Grantham, but the types of battery would need to be agreed along with the method and receptacle the batteries are collected in from the householders.

3.5 **Operational Implications** - The refuse fleet is not currently adapted to carry batteries separately. However, it is considered that a suitable container could be sourced and attached without impacting on the vehicle manufacturer's design specification.

3.6 As indicated in 3.4, if a proposed scheme were to be introduced either the Council would need to provide an approved bag / container for householders (this may be an ongoing cost) or the resident would need to present the batteries in a suitable receptacle / bag which was acceptable to the disposal authority. If this is taken forward, then guidance will be given regarding the suitability of any bag used by the resident.

3.7 Adding batteries as a separate collection is unlikely to add any significant time in terms of collections from properties or on a round (any possible increased collection time would be dependent on the take up of the scheme and method used for collection).

3.8 Other Collection Authorities

3.9 It is understood that Rushcliffe Borough Council's has been running a battery collection scheme for a number of years which has evolved over time. The scheme currently recycles approximately 1 tonne of household batteries each month and carries out the operation as follows:

- Initially Rushcliffe Borough Council provided a battery bag for each resident, this was to raise the profile of recycling batteries and the take up of the scheme. Although now residents can request replacement bags or use their own bags. This can include AAA, AA, C and D size household batteries as well as button, mobile phone, laptop and rechargeable batteries.
- Residents are told 'Not to Overfill the Bag' and to leave the bag on any colour bin on any collection day.
- The battery bags are collected and stored in a caged box on the vehicle and offloaded at the end of the round for onward transportation and recycling

4. Other Options Considered

4.1 Other Options:

- a) **Status Quo** - Continue as currently, with residents using the take back scheme and household waste recycling centres.
No Additional Cost
- b) **Communications Campaign** - Carry out a managed communications campaign promoting the “take back” scheme through social media, the Council’s website and other communication channels to raise the profile and benefits of recycling batteries safely.
Cost - up to £5,000 depending on the type, timescale and extent of campaign.
- c) **Kerbside Collection** - Implement a kerbside scheme with bags provided for residents use (supply of 4 bags per annum but has an ongoing cost)
Cost £71,800
- d) **Kerbside Collection** - Implement a kerbside scheme with residents providing their own bags and run alongside a communication campaign.
Retrofit Vehicles £8,000, Communication Campaign £5,000
Total Cost £13,000

4.2 Summary of Estimated Costs

Item	Option (a) Status Quo	Option (b) Comms Campaign	Option (c) Year 1 Bags Provided	Option (c) Year 2 etc. Bags Provided	Option (d) Residents providing own bags
Retrofitting of 32 vehicles	£0	£0	£8,000	£0	£8,000
Annual letter delivery and supply of WEEE Bags (4) to all households (70,000 @ £0.84) (Ongoing Costs)	£0	£0	£58,800	£58,800	£0
Comms campaign / ongoing	£0	£5,000	£5,000		£5,000
Total	£0	£5,000	£71,800	£58,800	£13,000

5. Reasons for the Recommendations

5.1 Members are invited to consider the following points and recommend a chosen option.

- Local Authorities are not required to collect used batteries from households.
- The collection of batteries shows commitment from the Council for recycling additional items safely.
- The introduction of a battery recycling scheme would not necessarily eliminate incidents of waste collection vehicle conflagration.
- The March 2023 incident is the only recorded one of this type in SKDC.
- There are varying costs for each of the options which the service will need to absorb as detailed in 4.2 should a scheme be implemented.
- Retailers and distributor have responsibilities if they sell or supply 32kg or more of portable batteries per year, in terms of providing free collection points ‘takeback scheme’.
- The ‘takeback scheme’ scheme aligns with producer responsibility as identified in the Environment Act – ‘producer pays’.
- There are significant number of retailers within walking, cycling and driving distance within South Kesteven District Council who provide containers for the deposit of batteries - Morrisons, Asda, Sainsbury’s, Waitrose, Tesco, Lidl, Co-op along with other independent retailers).
- Batteries can also be taken to the local Household Waste Recycling Centres.
- The Introduction of the scheme would show South Kesteven Council’s Commitment to:
 - a responsible sustainable recycling management system
 - a commitment to protecting the environment.
- Collection of batteries from households may eliminate any issue for rural communities who may not have any readily available collection point and for those whom travel is difficult.
- Other authorities have introduced similar schemes e.g. Rushcliffe Borough Council, South Cambridgeshire, Kings Lynn and West Norfolk.

6. Consultation

6.1 Following a Motion at Full Council in July 2023 in respect of the recycling of batteries, the Council considered that the issue merited further consideration and thus resolved to;

- Ask officers to investigate and prepare a report giving costed options.
- Request the Environment Overview & Scrutiny Committee to consider the report and to make recommendations of a chosen option to Cabinet for their consideration and decision.

6.2 A report was prepared and presented at Environment Overview & Scrutiny Committee on the 3rd October 2023 and their agreed recommendation was as follows:

‘It was proposed, seconded and AGREED that the Committee:

- a. *Noting the contents of the report.*
- b. *Recommended that option D - Kerbside Collection -The implementation of a kerbside scheme with residents providing their own bags as the most cost efficient and sustainable method'.*

7. Appendices

7.1 Appendix 1 – Rushcliffe Borough Council – Battery Recycling Scheme



Rushcliffe Borough Council

Battery Recycling

In the United Kingdom, we throw away over 600 million batteries every year. The main method of disposal for batteries is sending them to landfill sites, which are rapidly running out of space.

We currently recycle about 1 ton of Rushcliffe household batteries each month.

Put your used household batteries in the battery bag and leave it on the top of any colour bin on any collection date. We'll recycle them and leave you a replacement bag.

- Simply place your used or unwanted batteries - including AAA, AA, C and D size household batteries as well as button, mobile phone, laptop and rechargeable batteries in this bag.
- Please DO NOT OVERFILL this bag.
- Place bag on any of your bins on collection day and our collectors will remove it and leave you a new bag.
- For more information about household battery recycling please call our customers services centre on 0115 981 9911.

We can recycle the following types of household batteries:

- AAA
- AA
- C
- D
- Button batteries
- Mobile telephone batteries
- Laptop batteries
- Accumulators (rechargeable batteries).

We can't accept car batteries or any batteries with gel or acid inside them.

How to store your batteries for safe recycling

Batteries are made from many different materials including lithium-ion (used in laptop batteries), zinc (used in AA batteries) and nickel cadmium (used in power tool batteries); all are recycled into their component parts.

The recovered materials can be used to manufacture new batteries and electronics; they can also be used in the steel industry and even in paint production.

1. Store your batteries away from children and pets. Many batteries contain hazardous materials.
2. Keep your batteries in a cool dry place. If your battery becomes corroding or overheated they could leak or rupture.
3. Tape up the terminals and any wires of your batteries. Dead batteries sometimes hold a small charge, fires can result from batteries coming into contact with conductive materials like other batteries.
4. Store used batteries in a plastic container (like our battery bag) or cardboard box. Storing batteries in a non-conductive container will reduce the risk of fire, leakage or rupture.
5. Do not store different types of batteries together. Try to store different batteries separately before placing them out for collection.

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Cabinet

7th November 2023

Report of Councillor Rhea Rayside
Cabinet Member for People and
Communities &
Councillor Richard Cleaver Cabinet
Member for Property and Public
Engagement

Relocation of the Customer Services Centre – Grantham

Report Author

Richard Wyles, Deputy Chief Executive and s151 Officer

✉ Richard.wyles@southkesteven.gov.uk

Purpose of Report

This report sets out the progress made in the proposals for a new Customer Service Centre at Grantham and seeks a number of recommendations in order to enable the delivery of the project.

Recommendations

That Cabinet:

1. Approves the delivery of a new Customer Service Centre at Unit 1 The Picture House Grantham.
2. Approves a budget of £350,000 to deliver the new Customer Service Centre.
3. Approves an in-year budget amendment of £150,000 from the Local Priorities Reserve towards the required capital allocation.
4. Approves the movement of £200,000 from the SK House Refurbishment budget in order to provide a funding contribution towards the Customer Service Centre project.
5. Approves the commencement of the procurement process in order to appoint a contractor to undertake the fit out works.

- Delegates to the Deputy Chief Executive in consultation with the Cabinet Member for People and Communities and the Cabinet Member for Property and Public Engagement to enter into a construction contract in order to undertake the necessary works.

Decision Information	
Is this a Key Decision?	Yes
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Growth and our economy Housing that meets the needs of all residents Healthy and strong communities Clean and sustainable environment High performing Council
Which wards are impacted?	All

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- As per the financial regulations Cabinet has authority to transfer between £150k and £250k of the 2023/24 approved revenue budget to an alternative scheme or project. Cabinet can also approve additions to the 2023/24 budget framework up to £150k per addition with a cumulative limit of £600k. To date Cabinet has only approved one budget addition of £16,800.
- The budget addition of £150k can be funded from the Local Priorities Reserve as the reserve currently has an unallocated balance of £5.3m.

Completed by: Alison Hall-Wright, Deputy Director (Finance and ICT) and Deputy S151 Officer

Legal and Governance

1.3 There are no significant legal or governance implications arising from this report not already referred to in the body of the report or identified within the finance and procurement implications.

Completed by: Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

Health and Safety

1.4 The office location currently being utilised should not be considered a long-term option and Health and Safety would recommend that this proposal is supported. While the risks associated with the current location are being controlled and suitable mitigation measures are in place, the space is limiting and as a result requires additional controls that would not be required in a larger and more suitable location. Along with the moral duty to reduce risk there is a legal obligation under the general duties of the Health and Safety at Work Act 1974 to reduce risk to as low a level as is reasonably practicable.

Completed by: Phil Swinton Health and Safety Manager

Climate Change

1.5 As an older building, the Guildhall Art Centre provides limited scope for improved energy efficiency without considerable retrofitting investment.

1.6 The new cinema complex is built to modern standards and presents the opportunity to fit out Unit 1 with more sustainable and efficient heating and ventilation options while providing a significant improvement on the existing temporary accommodation and will contribute positively to the Council's Climate Change and Carbon Reduction Plans.

2. Background to the Report

2.1 In February 2023, Cabinet approved the development of a new Customer Service Hub in order to occupy the two empty lower floor units, located next to the Savoy Cinema adjacent to the new office location at the Picture House Grantham.

2.2 The proposal provided an opportunity to work alongside partners who are interested in sharing the space, offering a single point of contact for a range of public sector services to the residents of South Kesteven. One of the partners that was identified in using the space alongside South Kesteven District Council was the Grantham Library Service operated by Lincolnshire County Council. Since February, work was carried out to design and obtain costs for this project, with different variations being considered.

2.3 Towards the end of July 2023, South Kesteven District Council was notified that Lincolnshire County Council no longer wished to pursue this project, and that their Library Service will remain in its current location at the Isaac Newton Centre Grantham.

2.4 The ambition remains to provide a front facing customer service function as it is essential that residents of South Kesteven District have the opportunity to access direct and face to face support with Customer Service staff. The current smaller temporary solution for a Customer Service Centre in the Guildhall Arts Centre is not a sustainable option. There are operating constraints regarding staff welfare, privacy and available waiting space and therefore work has continued on exploring alternative locations.

2.5 Face to face customer interaction reduced significantly after Covid, however this is increasing since the Council offices re-opened in July 2021. The number of face to face interactions during 2022/23 totalled 4,423. Up to 30 September 2023, there have been 2,487 face to face interactions which indicates the number will increase compared to 2022/23.

2.6 Whilst face to face interaction does not generate the majority of our contact, it is recognised that this method of contact is still needed. The District does have vulnerable residents who need this support and there are some activities which do still require attendance at the Council offices.

The current Customer Experience Strategy sets out the strategic plan to ensure South Kesteven create a modernised Customer Experience offer by providing choice and delivering convenience to all customers, businesses, and visitors. Customers expect a modern council, offering a range of access options to quality services. Included within this is the understanding that some of our customers, including some of the most vulnerable within the district, require public access to self-service, along with face to face support for complex enquiries to be dealt with in a sensitive and professional manner. By gaining extra capacity and a modern hub which can be versatile in its use gives us ability to improve and become more consistent in our service standards. Additionally, we will have the ability to ensure all services have use of the area, with potential to extend this to external support services.

2.7 Progress to date

2.8 A feasibility study identifying a range of alternative locations has been underway and this review has concluded that one of the currently vacant units beneath the Council Offices at the Picture House Grantham is the ideal location to house a Customer Service Centre in order to meet the identified criteria.

2.9 External consultants, who previously worked with the Council on the previous designs, have been re-engaged and have worked on a design concept and provided baseline costings based on the proposed fit out. These costings are currently high level and will be developed further as the project progresses. The project will follow the RIBA Plan of Work which outlines all stages in the planning, design and building process, from conception to completion on site.

2.10 A procurement strategy exercise has been undertaken in conjunction with the Council's procurement officer to determine the most appropriate route to market to secure a contractor. Options considered included the following:

- Direct Award under a framework
- Open Tender
- Mini Competition under a framework

The preferred route for this requirement is a direct award approach via a framework as this will provide a time efficient method of procurement whilst providing a financially competitive submission and ensure that there is an optimum route to market.

2.11 Financial Considerations

The majority of the annual operational costs can be met from existing budgets as the Council is already incurring the rating costs at Unit 1 and all of the staffing costs of operating from the Guildhall Arts Centre. However it is recognised that by occupying the unit, the marketed rental income of £27k per annum will not be achieved but may be partly offset by income that could be generated by the letting of the (then) vacated space at the Arts Centre.

2.12 The proposed costings for the fit out has been calculated at £350k and is a one-off cost to bring the unit into use. The costs are higher due to the units only at shell stage and therefore requiring first and second fix. Every effort has been made to minimise the specification in order to contain the costings and the design includes a storage area to the rear of the design which reduces the floor area but will provide much needed storage for services. The design also includes much needed meeting and training space for teams to use.

2.13 Timescales (Indicative only - based on Framework Instruction)

- Concept design (RIBA stage 3) – 6 weeks. (Target December 2023)
- Procurement – 6 weeks. (Target February 2024)
- Contract Award - 4 weeks (Target March 2024)
- Mobilisation – 4-6 weeks (Target end of April 2024)
- Construction works – 12 -16 weeks (Target end of September 2024)
- Go Live and official opening (October 2024)

3. Key Considerations

- 3.1 It is recommended that Cabinet approves the following decisions to enable delivery of a new Customer Service Centre at Unit 1 The Picture House, Grantham:
- 3.2 Approval to the delivery of a new Customer Service Centre at Unit 1 The Picture House, Grantham.
- 3.3 Approves a budget of £350,000 to deliver the new Customer Service Centre.
- 3.4 Approves an in-year budget amendment of £150,000 from the Local Priorities Reserve towards the required capital allocation.
- 3.5 Approves the movement of £200,000 from the SK House Refurbishment budget in order to provide a funding contribution towards the Customer Service Centre project.
- 3.6 Approves the commencement of the procurement process in order to appoint a contractor to undertake the fit out works.
- 3.7 Delegates to the Deputy Chief Executive in consultation with the Cabinet Member for People and Communities to enter into a construction contract in order to undertake the necessary works.

4. Other Options Considered

- 4.1 In order to provide a full and varied options analysis, a number of locations have been explored, the focus has primarily been on Council owned locations in an attempt to avoid incurring any new unnecessary external costs. This analysis reviewed the follow sites:

Unit 1 & 2– St Catherine’s Road

- 4.2 This location was considered for the previous partnership option, but that proposal incorporated both vacant units into one single space. This would be over and above the space required for the new Customer Service Provision and would not be financially viable as sole occupants.

Witham Room – South Kesteven House

- 4.3 Consideration has been given to reconfiguring our current meeting room in SK House, the Witham Room, into the Customer Service Centre. This would result in loss of further meeting space available to the Council and would incur significant cost associated with reconfiguration of the space.

Newton Room – Guildhall Arts Centre

4.4 The current temporary Customer Service Centre is located in the Guildhall Arts Centre, therefore we have explored options for keeping it in this building but in a different larger space. This room however does have disadvantages as it is a heavily used room by external companies, the arts centre, and the Council itself.

Museum – Ground Floor

4.5 The Museum is currently underutilised, so the option was explored to share this space with the museum trust. The space is too large for SKDC Customer Service provision alone and following discussion with the Museum Trust representatives it is evident the space available via a partnership would be insufficient for the Council's needs.

Former Customer Service Centre – Abbey Gardens, St Peters Hill Office

4.6 Returning to the former Customer Service Centre, however the space is larger than the Customer Service Provision need, and the building has now exchanged contract of sale.

Bus Station – Tenant Resource Centre

4.7 We also explored the Tenant Resource Centre, as it is in the centre of town and is already in a building we already lease. There would however be significant costs to reconfigure this site into what we need, and due to the size of the room available, we would not be able to fit all of the minimum requirements needed for the Customer Service Centre in here.

Arts Centre – Current Temporary Set Up

4.8 The current arrangement for the Customer Service Centre in the Arts Centre was considered to be temporary, however thought has been given to remaining here, and operating as we are on a current basis. There have already however needed to be significant compromises in this space, which have been acceptable on a temporary basis, but would need addressing if we were to move to a more permanent solution.

4.9 An assessment had been undertaken and signed off due to temporary location, however it is unlikely this would be approved as permanent location without significant reconfiguration of the space at a cost. There is currently customer confusion as to where the Customer Service Centre is, and utilising the room on a more permanent basis would result in a loss of income for the Arts Centre.

4.10 For all other options, data security needed to be considered. Currently teams do receive information from customers, which is taken back to the main offices, scanned, and returned to the customer. There would need to be a secure way of transporting this from any building to the current SKDC offices at The Picture House.

4.11 For a number of the other options, installation of IT Infrastructure to connect to the SKDC network would be required. IT is reliant on third party broadband / fiber connection. Reliance on an internet line which is dependent on strength, could result in a drop in connection – particularly where staff are using multiple applications.

5. Reasons for the Recommendations

- 5.1 The Councils ambition remains to provide a front facing customer service function as it is essential that residents of South Kesteven District have the opportunity to access direct and face to face support with Customer Service staff.
- 5.2 The existing space at the Guildhall Art Centre is constrained with limited scope for alteration or improvement and therefore cannot accommodate all desired service function to meet future operational needs.
- 5.3 The existing space is constrained by alternative tenancies and uses with multiple occupations within the Guildhall Building.
- 5.4 Relocation to Unit 1 The Picture House would provide open and collaborative space for staff and customers and would be in close proximity to the existing Council Offices.
- 5.5 There would be a positive reputational impact in bringing the building into use with the unit having been vacant since construction in 2019, while providing a positive response to customer feedback and creating a positive impression for corporate visitors.
- 5.6 The space can be used by other 3rd party organisations – this will open up opportunities for third sector and other partners to take occupancy of space and develop ‘themed’ days such as joint initiatives including cost of living, debt support and housing advice.



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Cabinet

7th November 2023

Report of Councillor Phil Dilks
Cabinet Member for Housing and
Planning

Housing Repairs & Maintenance Policy

Report Author

Julie Martin, Head of Technical Services

 julie.martin@southkesteven.gov.uk

Purpose of Report

To seek approval from Cabinet of the adoption of the new Housing Repairs and Maintenance Policy which sets the framework for the delivery of the repair service.

Recommendations

That Cabinet:

1. Approves the adoption of the new Housing Repairs and Maintenance Policy.
2. Delegates authority to the Chief Executive to make minor alterations and amendments to the Policy post adoption as required by changes to regulations and expectations by the Regulator for Social Housing.

Decision Information

Is this a Key Decision?	No
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Housing that meets the needs of all residents
Which wards are impacted?	All

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The Housing Repairs and Maintenance spend in 2022/23 was £9.21m against a budget of £8.94m, this included an allocation of £1.3m for the Earlesfield Project, the approved budget for 2023/24 is £7.836m. Due to the significant levels of spend it is important that the Council has a policy in place which clearly sets out the Council and Tenant responsibilities for repairs and maintenance to ensure that value for money is achieved.
- 1.2 Any additional costs incurred by the policy will need to be met from within existing Budgets.

Completed by: Alison Hall-Wright, Deputy Director (Finance and ICT) and Deputy S151 Officer

Legal and Governance

- 1.3 A failure to effectively repair and maintain properties can be subject to legal challenge with a resulting negative impact upon the finances, reputation and image of the Council, leading in turn to a loss of public confidence.

Completed by: Graham Watts, Assistant Director of Governance and Monitoring Officer

Human Resources

- 1.4 The Council needs to ensure that adequate resources and its staffing levels are sufficient to implement the Council's policy effectively.

Completed by: Fran Beckitt (HR Manager)

2. Background to the Report

- 2.1 The Council has a clear commitment in its Corporate Plan 2020-2023 to provide "*Housing that meets the needs of all residents*". As a stock-retained local authority, the Council has around 5,900 properties. One of the critical Landlord activities is the provision of an effective repairs and maintenance service.
- 2.2 Following the exhaustive work as a result of the self-referral to the Social Housing Regulator, one of the actions within the Housing Improvement Plan was the creation of a robust and transparent repairs & maintenance policy.

3. Key Considerations

- 3.1 The Housing Repairs & Maintenance Policy (Appendix 1) aims to define, at a strategic level, the guiding principles that underpin repair and maintenance activities. It sets out the framework for delivery together with key performance targets.
- 3.2 The Council recognises that the efficient and effective repair and maintenance of the housing properties is an important service to tenants and leaseholders, and an essential part of a much wider asset management function.
- 3.3 The Council currently delivers its repairs services through an in-house repairs service and external contractors, whilst it sets out the framework for delivery, the Policy does not aim to define how the service is delivered.
- 3.4 The general principals of managing damp and mould are the same as managing other repair issues, however the Damp and Mould Protocol (Appendix 2) has been added to the Housing Repairs and Maintenance Policy to clarify the Councils response to this issue.

4. Other Options Considered

- 4.1 Continue without an adequate policy or procedure.

5. Reasons for the Recommendations

- 5.1 The clarity provided by The Housing Repairs and Maintenance Policy, enables staff working in the service to make operational decisions efficiently and consistently. This in turn provides greater transparency and understanding for tenants of the standards and activities the repairs and maintenance service will deliver.

6. Consultation

- 6.1 The draft Repairs and Maintenance Policy was presented to the Housing Scrutiny and Overview Committee on 13 July 2023.
- 6.2 Tenants have had the opportunity to comment on the draft Policy which was published on the website, hard copies have were made available on request and posters have been used to promote the consultation.
- 6.3 Two workshops were held to give tenants the opportunity to feedback directly to the Repairs Team and give their thoughts on the Policy.
- 6.4 Tenants were happy that the Policy provided clarity on the service delivery and met the needs of both Landlord and Tenant.
- 6.5 There were some common themes arising from the consultation around the delivery of the repairs service and communication and these will be taken into consideration with the ongoing development of the service.
- 6.6 A copy of the draft Policy has been provided to the Housing Ombudsman, although no feedback has yet been received.

7. Appendices

- 7.1 Appendix 1 – Repairs and Maintenance Policy
Appendix 2 – Damp & Mould Protocol
Appendix 3 – Equality Impact Assessment

HOUSING REPAIRS AND MAINTENANCE POLICY

DRAFT

Service Area	Housing
Policy Owner	Director for Housing and Property
Introduced	
Version	1.0
Review date	

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2.0 Introduction

The purpose of this document is to set out South Kesteven District Council's Housing Repairs & Maintenance Policy.

South Kesteven District Council recognises that the efficient and effective repair and maintenance of the housing properties is an important service to tenants and leaseholders and an essential part of a much wider asset management function.

The overall aim of this Policy is to set a framework enabling the delivery of an effective maintenance service which fulfils our statutory obligations, protects council assets, and offers value for money.

3.0 Principles and Scope of the Repairs and Maintenance Policy

The Council will ensure that its repairs and maintenance service reflect the following overall principles:

- Meet all our landlord obligations to you in relation to repairing your property.
- Ensure our approach to Health and Safety meets best practice and all our contractual and legal obligations.
- Explain your tenant responsibilities in relation to the tenancy agreement.
- Set out the service standards detailing what you can expect when you report a repair and how work is delivered.
- Clarify what you can expect from the repair's contractors delivering the gas servicing, repairs, and planned works.
- To seek continuous improvement through customer feedback.
- To provide a service which reflects our commitment to equality of access for all customers and to take account of the needs of vulnerable people.
- To maximise economic benefits where possible by creating employment and training opportunities in maintenance related work and by purchasing goods and services locally
- To reduce the carbon footprint associated with the management of the service and by strategic asset investment to our stock in line with Government and the objectives of the Council.
- Consult and involve tenants in repairs activities to ensure we meet their priorities and expectations.

4.0 Relevant legislation and regulatory compliance

The Council will ensure that properties are repaired and maintained in accordance with best practice and legislation, including the following:

- Social Housing Regulator Economic and consumer standards
- Homes (Fitness for Human Habitation) Act 2018 (HFHHA 2018)
- Housing Acts 1985,1988,1996,1998 and 2004
- The Secure Tenants of Local Authorities (Right to Repair) Regulations SI. 1994 No 133
- The Secure Tenants of Local Authorities (Compensation for Improvements) regulations 1994, SI 1994 No 613
- The Leasehold Reform, Housing and Development Act 1993
- Landlord and Tenant Act 1985
- Defective Premises Act 1972
- Landlord and Tenant Act 1985 – Section 11
- Defective Premises Act 1972 - Section 4
- Environmental Protection Act 1990 – Part III
- Fire Safety (England) Regulations 2022
- Gas Safety (Installation and Use) Regulations 1998
- Regulatory Reform (Fire Safety) Order 2005.
- Commonhold and Leasehold Reform Act 2002
- Equalities Act 2010
- Control of Asbestos Regulations 2012
- Housing Health & Safety Rating System

5.0 Relevant Council Policies

- Tenancy agreement and Tenants' Handbook
- Recharge Policy
- Decant Policy
- Voids Policy and Lettable Standards
- Aids & Adaptation Policy
- Compensation Policy
- Complaints & Feedback Policy
- Asbestos Management Plan
- Fire Management Plan
- Water Hygiene Procedure
- Service Charge Policy

In order to respond to best practice, the Policy also seeks to have strong reference to the Regulatory Framework for Social Housing in England by specifically addressing the following expectations:

To provide a cost-effective repairs and maintenance service to homes and communal areas that responds to the needs of, and offers choices to, tenants and have the objective of completing repairs and improvements 'right first time.'

To meet all applicable statutory requirements that provide for the health and safety of the occupants in their homes.

To ensure a prudent, planned approach to repairs and maintenance of homes and communal areas, demonstrating an appropriate balance of planned and responsive repairs, and value for money.

6.0 Responsibilities for Repairs

The Council's repairing obligation differs dependent upon whether the property is held under a tenancy or a leasehold interest. The extent of the council's obligations for Leaseholders is determined by the lease and statute. Responsive repairs is not a service provided to tenants but also covers the communal areas of a block of flats occupied by leaseholders.

6.1 Leaseholder Responsibilities

Leasehold properties which have been sold under the Right to Buy provisions and which form part of a building have different maintenance responsibilities which are set out in the lease. The council is required to keep in repair, the main structural parts of the building including the roof and foundations, tenant responsibilities may vary and are set out under the terms of the lease. This obligation is subject to the payment of a service charge as provided within the provisions of the lease.

6.2 Garage Repair Responsibilities

Demand for garages has reduced significantly over the last 5 years. As a result, we will undertake a wider asset review on garage sites where significant repairs are required and, in some cases, longer term alternative uses for sites will be identified. Repairs to garages will only be undertaken if there is a significant risk of harm or is demonstrable demand for the garages on a particular site. Tenants may be offered an alternative garage which is in good condition if repairs to their current garage are deemed uneconomical.

6.3 Landlord and Tenant Repairs Responsibility

Landlord and tenant responsibilities are set out generally in the tenancy agreement, but the responsibilities are not always clear. The table shows clearly the responsibilities of each party.

Ref	Item	Type of Repair	Us	You	Notes and exceptions
BP1	Bathroom	Baths, shower trays and wash basins This is the bath / basin itself, for taps, plugs etc please see individual items listed	<input checked="" type="checkbox"/>		Except unblocking wastes and cleaning of heavy soiled or lime scale damaged baths or basins
BP2	Bathroom	Chains and plugs on any sink, bath or basin		<input checked="" type="checkbox"/>	
BP3	Bathroom	Bath panels (if fitted by South Kesteven District Council)	<input checked="" type="checkbox"/>		
BP4	Bathroom	Seals around the bath and sink units.	<input checked="" type="checkbox"/>		Cleaning including limescale & mould treatment of seals is the responsibility of the tenant
BP5	Bathroom	Tiling or aqua boarding (where supplied and fitted by SKDC)	<input checked="" type="checkbox"/>		Cleaning including limescale & mould treatment of seals is the responsibility of the tenant
BP6	Bathroom	Showers -electric or mixer (unless fitted by you)	<input checked="" type="checkbox"/>		Except shower curtain track/rail
BP7	Bathroom	Shower head & hose	<input checked="" type="checkbox"/>		Except damage through lack of cleaning & limescale removal
BP8	Bathroom	Toilets / WC and associated plumbing	<input checked="" type="checkbox"/>		Except blockages caused by tenant misuse, e.g., nappies, wipes etc.
BP9	Bathroom	WC / toilet seats		<input checked="" type="checkbox"/>	
CA1	Communal Areas	Communal areas, such as lifts, entrance halls, stairs, passageways and TV aerials.	<input checked="" type="checkbox"/>		Service Charges may apply
CA2	Communal Areas	External areas, lighting, pathways, car parking	<input checked="" type="checkbox"/>		Service Charges may apply
TM1	TV & Media	TV aerials & Wi-Fi, sockets, and cabling.		<input checked="" type="checkbox"/>	Unless Communal
TM2	TV & Media	Telephone points & cabling		<input checked="" type="checkbox"/>	Including the installation of telephone lines where one has not been installed previously.
E1	Electrical	Fixed wiring, sockets and lighting	<input checked="" type="checkbox"/>		
E2	Electrical	Fuse board / Consumer Unit	<input checked="" type="checkbox"/>		Unless resetting trip switches / RCD's which should be checked before reporting.
E3	Electrical	Light Fittings (Fitted by the Council)	<input checked="" type="checkbox"/>		Except light bulbs, dimmer switches, fuses, fluorescent tubes and starters
E4	Electrical	Switches and socket fittings	<input checked="" type="checkbox"/>		Except where damaged by tenants, dimmer switches or switches/sockets fitted by tenants
E5	Electrical	External front entry light	<input checked="" type="checkbox"/>		Tenants are responsible for exterior lighting to the garden.
EX1	External	Garden paths	<input checked="" type="checkbox"/>		Including steps, footpaths and ramps that provide access to your front, rear or side door only

EX2	External	Garden patios & decking	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
EX3	External	Gardens, cut lawns, trim hedges, shrubs and trees.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hedges should be maintained to a height of approximately 2 metres. Tenants are required to request permission to plant new trees / hedging or fast-growing shrubs
EX4	External	Driveways installed / adopted by the Council	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	The Council will not repair tenant installed or any type of gravel / paving slab /grass driveways.
EX5	External	Fencing & Gates	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Except where a recognisable hazard exists e.g., some communal paths or roadway. An assessment of a fence meeting these criteria will be made following an inspection by the Council. The Council may choose to do the repair as planned programme work, rather than a response repair.
EX6	External	Drains, Gully's	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Tenants are responsible for keeping gullies free of leaves and other debris.
EX7	External	External decoration	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Where previously painted by the Council
H1	Heating	Includes all main Boiler or heat pump repairs or breakdown	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H2	Heating	Electric heating systems repairs or breakdown	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H3	Heating	Leaking radiators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H4	Heating	Thermostatic Radiator Valves	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Except where damaged by tenant
H5	Heating	Bleeding Radiators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H6	Heating	Topping up water pressure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
H7	Heating	Relighting Pilot light	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Including the setting of any heating controls or programmers
H8	Heating	Secondary heating, gas/electric/solid fuel fires and surrounds	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Only where these have been provided by SKDC
HW1	Hot Water	Hot water cylinders	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
HW2	Hot Water	Immersion heaters	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
IR1	Internal Repairs	Carpentry e.g., skirting, window boards, stairs, stair rails, weather boards.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Except where damage has been caused by tenants
IR2	Internal Repairs	Floorboards	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Unless broken due to carpeting.
IR3	Internal Repairs	Floor covering	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Excludes fitted thermoplastic vinyl tiles. These can only be removed or altered by the Council.

IR4	Internal Repairs	Internal doors (including frames, hinges, door jambs and handles).	<input checked="" type="checkbox"/>		Tenants are responsible for adjusting internal doors to suit floor covering.
IR5	Internal Repairs	Internal door locks		<input checked="" type="checkbox"/>	
IR6	Internal Repairs	Internal walls and plaster	<input checked="" type="checkbox"/>		Except minor plaster cracks up to 10mm wide/ repair of small holes. The Council will not reskim or plaster following the stripping of wallpaper.
IR7	Internal Repairs	Internal decoration to your home		<input checked="" type="checkbox"/>	The Council will not be responsible for repairs arising from decorating activity
K1	Kitchen	Domestic appliances		<input checked="" type="checkbox"/>	E.G., cookers and built in appliances, fridges, washing machines etc, unless supplied by the Council.
K2	Kitchen	Kitchen units, cabinets and door, unit handles	<input checked="" type="checkbox"/>		Except damage caused by tenant misuse. E.g., child or pet damage, painting unit doors.
K3	Kitchen	Kitchen sink & taps	<input checked="" type="checkbox"/>		Except blockages caused by tenant misuse, e.g., food waste and fats.
K4	Kitchen	Dishwasher waste traps		<input checked="" type="checkbox"/>	
K5	Kitchen	Washing machine waste trap	<input checked="" type="checkbox"/>		Excluding blockages
K6	Kitchen	Worktops	<input checked="" type="checkbox"/>		Except damage caused by tenant misuse.
K7	Kitchen	Tiling	<input checked="" type="checkbox"/>		Except damage caused by tenant misuse, painting tiling etc.
K8	Kitchen	Cooker supply - gas & electric	<input checked="" type="checkbox"/>		Tenants are responsible for the correct connections of appliances to supply
P1	Plumbing	Plumbing repairs and leaks to any part of the dwelling.	<input checked="" type="checkbox"/>		Except for tenant appliances e.g., washing machines and dishwasher taps/hoses
S&S1	Safety & Security	Smoke & Carbon Monoxide Detectors	<input checked="" type="checkbox"/>		Hard wired detectors will be maintained by the Council, Battery operated detectors will be maintained by the tenant including replacement of batteries.
S&S2	Safety & Security	Front / Back door Locks	<input checked="" type="checkbox"/>		We will replace all defective locks through normal wear and tear, except where damage has been caused by tenants or loss of keys.
S&S3	Safety & Security	Loss of keys or door entry fobs		<input checked="" type="checkbox"/>	Including repairs to forced entry if you get locked out
	Safety & Security	Communal doors & access systems	<input checked="" type="checkbox"/>		

	Safety & Security	Infestations in your home.	<input checked="" type="checkbox"/>	Of any kind, to include mice, cockroaches and bed bugs. The Environmental Health Department will be able to offer advice on dealing with infestations.
	Safety & Security	Infestations in communal areas	<input checked="" type="checkbox"/>	This may be subject to a service charge
	Structure	External Doors (including frames, hinges, locks, door jambs, letterboxes and handles).	<input checked="" type="checkbox"/>	Except where damage has been caused by tenants
	Structure	Glazing	<input checked="" type="checkbox"/>	Except tenant damage. If criminal damage, the Council will replace but a crime number must be obtained (the Council will not accept an incident number) within 24 hours of the damage. Tenants will be recharged for broken glazing replacement without a crime reference number.
	Structure	Windows and frames	<input checked="" type="checkbox"/>	Except loss of window keys.
	Structure	Roofs, including guttering and external rainwater goods, soffits and fascia's	<input checked="" type="checkbox"/>	
	Structure	Brickwork & Render	<input checked="" type="checkbox"/>	
	Structure	Garages / Out buildings/Storage Sheds, where these are provided by the Council	<input checked="" type="checkbox"/>	Where these are used by tenants for other than the original purpose, e.g. For washing/drying/fridge/freezer, the Council will not be responsible for contents or tenant alterations.
W1	Waste	Waste and rubbish	<input checked="" type="checkbox"/>	Including dustbins and refuse areas within your own garden. Dustbin and refuse areas in common parts will be maintained by the Council. Recharges will be made for inappropriate disposal of goods in communal areas.

6.4 Tenant Responsibilities

The tenant is responsible for reporting repairs to the Council and must allow access to their home for the repair work and associated inspections to be carried out.

The tenant is responsible for the maintenance, repair and replacement of certain minor items within the home or improvements and alterations they make to the property, as set out and in conjunction with the Tenancy Agreement and the Tenants' Handbook.

The tenant is responsible for allowing access for essential maintenance visits and surveys to support the repairs team. These include the annual gas or heating check, electrical installation condition check, stock condition survey to undertake an assessment of the property's key components so that future works can be programmed and asbestos surveys to ensure that we can work safely in your home.

6.5 Landlord Responsibilities

The Council is responsible for the maintenance, repair and replacement of the structure and common parts of its properties, as set out in the Tenancy Agreement and Tenants' Handbook.

The Council fulfils its repairing responsibilities through a combination of the following type of repairs:

- Responsive Repairs
- Planned improvements.
- Cyclical maintenance, which includes decorating and servicing and inspection of gas and electrical installations.
- Re-chargeable repairs
- Repairs to Empty (Void) Properties
- The Right to Repair
- Adaptations

Responsive repairs will normally replace fixtures and fittings supplied by the Council on a like for like or improved basis or, where this is not possible, we will aim to provide the tenant with choices in relation to the replacement.

If a component cannot be fully repaired, we may make a temporary repair and arrange for a full planned replacement to follow on and this will be discussed with you.

The Council is making all efforts to reduce the carbon footprint of both its properties and associated activities and we may identify that a planned replacement or an alteration to a system is the preferred option to meet our obligations, for example we may choose to remove solid fuel based heating systems or block up a chimney, rather than make repairs and we will discuss these types of decisions with you so that you are fully aware of the reason for the decision.

The Council will repair or make safe any fencing for which it is responsible, but if the fencing cannot be repaired or made safe it may be removed or replaced. Any decision to provide new or replacement fencing will be based on Health and safety, privacy and amenity. It is not the Council's responsibility to ensure adequate fencing for the purpose of securing areas for pets, this is the responsibility of the tenant. The replacement of fencing which is beyond repair will be included in planned works programmes and estates improvement programmes.

The Council may undertake the work listed above in exceptional circumstances, at the discretion of the Council's Responsive Repairs Manager. This particularly relates to vulnerable tenants or where there is a risk to tenant's health & safety.

The Council will charge for undertaking repairs to the property where damage has been caused by the tenant, members of their household or visitors to the property.

If the tenant undertakes any works in the property and as a result they cause damage which could result in significant risk to the tenant, visitors to the property or local tenants, (for example, a tenant doing DIY and has broken a water pipe, damaged a gas pipe or exposed electrical wiring) then the Council reserves the right to undertake any necessary resulting repairs and re-charge the Tenant for the cost it incurs in putting it right.

The Council may undertake any necessary repairs to the property if damage has occurred as a result of a crime for which the tenant has a crime reference number and is actively supporting the investigation, however the Council will recharge for the repair works if:

- The damage was as a result of criminal activity which involved the tenant or a member of the household, except in exceptional circumstances.
- The repair is required as a result of forced entry by the Police if this action results in a successful conviction of the tenant or member of the household.

Tenants are responsible for damage to the contents of the property and are encouraged to ensure they have appropriate insurance in place to cover their personal possessions.

Tenants are required to treat Council staff and contractors with respect whilst they are working on their property. Tenants are expected to refrain from smoking whilst technicians are working in the property. Tenants are also expected to remove and control their children and animals from the areas where technicians are working. Tenancy Services will be informed of any person acting unreasonably towards Council staff or contractors and action for breach of tenancy may be progressed.

7.0 Responsive Repairs

The Council will provide an effective responsive repairs service to its tenants to ensure that their home is safe and secure and that the value of the Council's assets is maintained.

Responsive repairs are those carried out when components fail, and which cannot wait to be undertaken under a cyclical, planned or improvement programme. These

works, which are revenue funded, comprise of responsive repairs to items such as plumbing/sanitary equipment, door/window fittings, heating appliances and electrical installations.

The Council's policy for carrying out day to day repairs is built around a number of key principles:

- To provide an open, accountable, and consistent level of service.
- To optimise the balance between cost and service quality to achieve value for money.
- To involve tenants, to ensure the service responds to the needs of customers and remains 'fit for purpose.'

The council, and contractors employed by the council, will aim to ensure that responsive repairs are completed correctly at the first visit and that disruption to the tenant and their home is minimised. When this is not possible, we will ensure that this is communicated with the customer and they understand what will happen next, and when it will happen.

7.1 Heating & Associated Repairs

Where pre-existing council owned heating provision is beyond economic repair the Council will consider replacement with an alternative form and this may not be a like for like replacement.

The Council does not provide a secondary source of heating as standard. Secondary sources of heating will only be provided on a discretionary case by case basis depending on the circumstances involved (for example identifiable medical needs). When any existing secondary sources are beyond economic repair they will be removed.

Heating repairs are usually carried out quickly and with minimum disruption to tenants, however there are occasions when temporary heating will be supplied by our contractor. For practical reasons, these are supplied in the form as fan heaters, however the Council will retain a small stock of alternative heating forms which can be provided on request.

7.2 Reporting Repairs

Tenants can report repairs to the Council in any of the following ways:

- by telephone (including an out-of-hours number for reporting emergency repairs)
- online (Routine Repairs)

Appointments will be offered for all non-emergency responsive repairs. Tenants

will be able to choose from several specific appointment slots including morning, afternoon, and we endeavour to facilitate specific requests for example, avoiding school run, or first appointments.

7.3 Repair Priorities

All repair orders are prioritised according to the urgency and nature of the work. Repairs that are required as a result of component failure or breakdowns that put tenants' health and safety, or the property, at risk will be dealt with faster than those that can safely wait.

7.3.1 Emergency Repairs – within 24 hours

These are repairs that need to be carried out to avoid danger to the health and safety of the occupants, or where a failure to carry out the repair could cause extensive damage to buildings and property.

Examples of emergency repairs would include loss of all electrical power in the property, loss of all heating and hot water in the property, blockage of the toilet where this is the only facility in the property, or an insecure property.

Emergency repairs will be attended within 24 hours of the defect being reported to the Council. The out of hours emergency repairs team only deals with jobs that cannot safely be left until normal working hours. They may only make safe or undertake temporary repairs, in which case permanent repairs will be completed as soon as possible during normal working hours.

7.3.2 Urgent Repairs – within 5 working days

This category of repair covers more urgent repairs which over time can get worse and damage property and belongings and examples include containable water leaks, partial loss of electric or water supplies, blocked sink, bath or basin, broken locks which do not affect the security of the property, broken or cracked electrical accessories, plugs and sockets extractor fan etc.

7.3.3 Routine Repairs – by mutually agreed appointment.

These are repairs that are not emergencies, although they may cause inconvenience to tenants. Examples of routine repairs would include replastering, easing an internal door, clearing an overflowing gutter. Routine repairs will be completed by appointment.

The Council aims to complete all repairs at the first visit, however this is not always possible due to unforeseen circumstances, for example where parts are not readily available, or we suspect there may be asbestos. In these cases, follow on works will

be required and these will be booked in according to the priority and availability of materials.

In some instances, the Council may need to inspect the property to establish the precise nature of the work required. In such cases the Council will undertake a Pre-inspection which will be by appointment. These may include damp and mould related problems, repairs where the scope of the job is not known or if the diagnosis given by the tenant is not detailed enough.

In some cases, planned repairs may be identified following repair work, or inspections. This may include certain types of improvement work, for example, the fitting of extract fans, damp proof work. This work may require further surveys and this work will be classed as planned works and not subject to the responsive repair timeframes.

7.3.4 Out of Hours Emergencies

The Council operates an out of hours service to complete emergency repairs in order to make the property safe until a full repair can be undertaken.

An emergency repair is restricted to circumstances where there is a danger to life, a safety hazard, the potential for more extensive damage or is needed to ensure a home is secure. Examples of these include:

- Gas escapes.
- Exposed live electrical cables.
- Severe water leaks.
- Major drainage problems.

The priority in instances of emergency repairs, will be to make the property safe; as such follow-up visits may be required to undertake a full repair, this will be undertaken at a convenient date and time agreed with the tenant in line with the approach to routine repairs.

During the winter period the out of hour's service for emergency repairs will include heating and hot water repairs. During the summer period these repairs will be undertaken as a routine repair.

8.0 Planned and Cyclical Maintenance

8.1 Planned Maintenance

Planned maintenance includes all planned improvement works and planned repairs to the housing stock.

The Council gathers and uses information relating to each property to plan and develop its planned maintenance programmes. Typically, this will include:

- information from a periodic stock condition survey
- condition of property elements & components
- expected component and material lifecycles
- information about asbestos present in the property
- information about the energy performance of properties
- Information from the Housing Health and Safety Rating System (HHSRS)
- Repair history

In developing its annual planned maintenance programme, the Council will consider the current condition of the property and assess this against the component lifecycle and the decency standards as defined by the Department for Levelling Up, Housing & Communities. Consideration will also be given to the impact on other maintenance work streams.

Expenditure on planned maintenance will be limited by the constraints of the Business Plan. A realistic programme of works will be produced which balances the requirements of the stock database and its affordability.

The Council will publish information about its planned maintenance programme each year in its annual report to tenants. This will include details of how much money has been spent on planned maintenance and what type of works have been carried out.

The Council will achieve value for money in delivering planned maintenance programmes by tendering contracts on a regular basis and entering into partnering arrangements with contractors. Information about contracts awarded and partnering arrangements will be published on the public contract's website.

The Council will actively engage with tenants and leaseholders when considering major contracts, such as the gas service and maintenance contract.

8.2 Cyclical Maintenance

These are maintenance works that are undertaken at defined time intervals as routine preventative maintenance. The works are undertaken on regular planned cycles for servicing, inspection and testing of equipment, often as required by statute or regulations or to maintain the generation condition of the stock, and particularly the electrical and mechanical installations within the stock.

The Council will undertake the following programmes on a cyclical basis:

Work Programme	Frequency
Gas Appliance Servicing	Annual
Solid Fuel System Service & Sweep	Annual
Air Source Heat Pump / Electric Heating	Annual

Smoke & CO Detector check	Annual
Fire Detection Systems to blocks and schemes	Weekly/quarterly/half yearly/annually (as applicable for installed equipment)
Emergency Lighting in blocks and schemes	Monthly/half yearly/annually (as applicable for installed equipment)
Fire Fighting Equipment	Annually
Fire Door Assemblies	Monthly/half yearly/Annually (Based on setting & risk)
Periodic electrical installation condition inspection - Dwellings	5 yearly
Periodic electrical installation condition inspection - Communal Areas	5 yearly
Internal & External Decoration	7 yearly
Water hygiene/Legionella testing monthly on sheltered schemes and relevant flat-block schemes	weekly/Monthly/quarterly/half yearly/annually (based upon task & setting)
Passenger Lifts	Annual service & independent safety inspection

Communal areas to flats, sheltered accommodation common rooms, etc. may require painting at different intervals. Communal areas that are subject to reduced traffic or wear and tear will not require decorating at the same frequency as other parts subject to heavier traffic. Inspections will be undertaken and assessment made before any work is undertaken. Where work is not required in the area it shall be re-scheduled for a future inspection within a suitable timescale.

Gas servicing and the landlord gas safety checks are carried out annually and at the checks on smoke and carbon monoxide detectors should be tested at the same time in individual dwellings. The combination of these programmes reduces tenant disturbance, improves access rates for smoke detector checking, and increases value for money by using one contractor.

The Council will publish details of works undertaken and its adherence to regulatory compliance in its annual report to tenants.

8.3 Enabling Tenant Choice

Where the Council undertakes major repairs or works of improvement it will offer the tenant of the property choice of selected finishes. This will apply to the:

- colour of finish of internal decoration from an agreed range of colours
- the door and worktop finish of kitchen units
- colour of tiles or wall finish in the bathroom and kitchen
- colour of floor covering
- style of external door

9.0 Appointments and Access

9.1 Responsive Repairs

Appointments are generally made at the time of reporting a repair. Tenants will be advised of an appointment date during the phone call and a follow up reminder text will be sent. Where the online reporting system is used, you will be contacted with an appointment by the Council by letter, email or in person. Occasionally we use subcontractors and are not able to give an appointment. You will be advised where this is the case and should the tenant wish to arrange an appointment, they are able to contact the contractor on the telephone number provided and arrange a convenient appointment for the work to be completed.

9.2 Planned and cyclical maintenance repairs

The Council will write to inform tenants if they are due to have major planned works to their properties. They will arrange for asbestos surveys to be undertaken and the asbestos contractors will contact you directly to arrange a suitable time to survey the property.

Planned and cyclical works appointment are managed and co-ordinated by our appointed contractors and they will call or write to you directly to manage and arrange appointments. There will usually more than one visit to scope the work, discuss colour options and agree final designs for the work.

The appointment process for cyclical works, including gas and electrical safety checks are vitally important for tenant safety and the Council takes a robust approach to ensuring access is maintained.

Our contractors will write offering an appointment, where this is missed, they will send a further appointment. If this is missed the Council will make contact and start

preparing for legal action. This can take the form of a warrant of entry, injunction or possession proceedings which can result in the loss of a tenant's home.

9.3 Missed Appointments

The Council are experiencing an increase in the number of properties where we cannot get access.

In many instances, multiple attempts to carry out essential safety checks have been made.

Missed appointments is a breach of the Tenancy Agreement and effectively represents financial loss to the Council whilst at the same time affecting service levels to other tenants.

The process for appointments issued by contractors is to make two fixed appointments, which can be rearranged to suit the tenant. A minimum of 7 days notice is given for all appointments other than emergency or urgent appointments. A call card is left at the tenant's property and photographic evidence of the visit obtained.

Further efforts to contact tenants and or their family is made directly by phone or as visits to the tenants' home.

The Council as a Landlord has a right to access to repair and carry out safety inspections and to mitigate the risks associated with missed appointments the Council may take one or more of the following actions to ensure that risks are mitigated in a timely manner:

- Obtaining a Warrant to enter the premises under Schedule 3 2(3) Environmental Protection Act 1990
- Obtaining an injunction to enter the premises. We will apply for a lifetime injunction where a tenant is repeatedly refusing access.
- Serve a Notice to Quit. These may be issued in addition to other enforcement action to gain entry.
- Serve notice of possession proceedings for breach of tenancy.
- Serve an abandonment notice where it appears that no one is living at the property.

Legal action can be costly, and the Council will minimise the cost by recharging tenants for missed appointment and any legal costs it incurs in trying to gain reasonable access.

10.0 Quality Control

The Council believes that the quality of its maintenance service is extremely important, not only to ensure the health, safety, comfort and satisfaction of its tenants, but also to protect the fabric and value of its property.

The Council requires all staff and contractors working in tenants' homes to comply with its published code of conduct.

The Council's Repairs Officers, in partnership with tenants, are responsible for monitoring the standard of work completed.

All tenants who receive maintenance works will be encouraged to complete a tenant satisfaction questionnaire after the works have been completed. These will generally be through a text service.

The Council will ensure that a proportion of responsive repairs are inspected once they have been completed. Any performance issues arising from these post-inspections will be referred to the contractor for investigation.

Where a tenant has recorded dissatisfaction with any service work carried out to their home, this will be investigated by Council Officers, who will ensure that any necessary remedial works are carried out.

Tenants may make a formal complaint about the standard of work or service and the Customer Feedback Policy is also available to any tenant who is dissatisfied with the maintenance works provided.

11.0 Recharging tenants for repairs

The Council aims to maximise its financial resources to enable improvements to be conducted to homes and services. The Council will ensure that tenants meet the costs of repairs they have responsibility for.

The Tenancy Agreement sets out tenants' responsibilities for repairs, these are set out in the table of responsibilities and form part of the Tenant Handbook.

The Council will charge tenants for repair works undertaken on their behalf, where this expenditure has been caused either by damage which is not the result of fair wear and tear, or by unauthorised alterations to the property.

Payment will be required in full before any re-chargeable repairs work is carried out, with the following exceptions where:

- an emergency response is required.
- the property must be made secure at the direction of the police where they have forced entry (costs will be recharged as appropriate to either the tenant or the police)
- the repair is prejudicial to the health and safety of the household.
- (For example, a blocked WC)
- the disrepair could cause or is causing damage to other parts of the property or to other properties.
- the Council considers that the disrepair could lead to deterioration in the appearance of the area.

Where tenants are in hardship and may not be able to afford the cost of the repair, this will be discussed with the tenant and a plan will be agreed in writing with the tenant and the Council.

In exceptional circumstances, the Council may consider waiving the cost of the re-chargeable repair. All cases will be considered on an individual basis.

11.1 Rechargeable Repairs undertaken during a tenancy

Each year the Council spends a considerable sum of money on cleaning, clearing, and repairing its properties due to neglect and damage caused by its tenants, their families, and their friends. This is money that could be better spent on enhancing properties and the environment and the Council will ensure that all aspects of the tenancy are enforced. This means we can make sure that we are spending money where it is most needed.

All requests for repairs reported by tenants will be assessed against the Council's repairing obligations, as outlined in the tenancy agreement and the Repairs Policy. Where a reported repair is deemed to be the responsibility of the tenant, the tenant will be informed that they are responsible for that repair under the terms of their tenancy agreement. This includes damage that may have been caused accidentally, for instance a window broken by children in the property.

Where a repair is needed as a result of criminal activity that has not been caused by the tenant, a member of their family or a visitor to their home, the tenant will not be charged for the cost of any works providing written confirmation with a crime reference number is obtained from the Police (an Incident Number is not sufficient).

Where a repair is needed as a result of criminal activity that has been caused by the tenant, a member of their family or a visitor to their home, the tenant will be charged for the cost of any works. Where appropriate, the Police will also be informed of any criminal activity that has taken place.

Where damage is caused by the Police whilst executing a warrant and a conviction is secured against the tenant or a member of their household or a visitor to their home, the tenant will be held liable for the cost of the repair. Where no conviction is secured, the Council will seek to recover the cost of the repair from the Police.

11.2 Rechargeable Repairs at the end of a tenancy

On receipt of a valid notice to end a tenancy, arrangements will be made with the tenant for the property to be inspected. Following this inspection, the tenant will be informed in writing of any work for which they are responsible prior to vacating the property.

Any re-chargeable works not carried out by the tenant before they vacate the property will be undertaken by the Council and the cost of the works will be re-charged to the former tenant.

A situation may arise where an end of tenancy inspection is not able to be conducted in the presence of the tenant, for instance where the property has been abandoned. Further, some repairs for which the tenant is responsible may occur after the end of tenancy inspection has taken place. In these circumstances an empty property inspection will take place and a photographic record taken of any damage caused or

work required to the property which is deemed to be the former tenant's responsibility.

Where the Council is aware of a forwarding address, the former tenant will be advised in writing that they will be re-charged any costs incurred by the Council and the debt will be pursued in a manner which accords with the Council's Rent and Other Income Collection and Recovery Policy.

Where no forwarding address is known, a record will be kept of any outstanding rechargeable repairs. The Council will pursue the debt from the former tenant should their new address later become known.

12.0 The Right to Repair Scheme

Under 'The Secure Tenants of Local Housing Authorities (Right to Repair) Regulations 1994' secure and introductory tenants are entitled to have certain repairs carried out within a prescribed period of time. Such tenants may be entitled to compensation if their repair is not completed within the prescribed time limits.

Damage to internal decorations as a result of a general responsive repair will not generally be compensated.

The Secure Tenants of Local Authorities (Right to Repair) Regulations SI. 1994 No 133, sets qualifying times for certain qualifying repairs and requires all local authorities to advise tenants who are reporting any of the qualifying repairs of:

- their rights under the Right to Repair Scheme
- the timescales set out in the Right to Repair Scheme to complete the repair (either 1, 3 or 7 days)
- the details of a second contractor should the Council's main contractor fail to undertake the work within the required timescale

The Right to Repair provides tenants with a right to receive a prescribed amount of compensation, should the Council's contractor fail to undertake the repair within the qualifying time.

12.1 Implementing the Right to Repair Scheme

The Council will implement the Right to Repair Scheme by:

- ensuring that information about the Right to Repair Scheme is available on the Council's website
- advising tenants who are reporting qualifying repairs of their rights under the Right to Repair Scheme

- providing compensation to tenants where they have enacted their rights and we have failed to undertake repairs within the qualifying time, at the levels prescribed

The Council will ensure that it:

- Ensures that information about the Right to Repair is available on the Council's website
- Provide details about the scheme in the Tenant Handbook

12.2 Qualifying repairs under the right to repair scheme for local authority tenants

Repair type	Response time (working days)
Total loss of electric power	1
Partial loss of electric power	3
Unsafe power or lighting socket or electrical fitting	1
Total loss of water supply	1
Partial loss of water supply	3
Total or partial loss of gas supply	1
Blocked flue to open fire or boiler	1
Heating or hot water not working between 31 October and 1 May	1
Heating or hot water not working between 1 May and 31 October	3
Blocked/leaking foul drain, soil stack or toilet	1
Toilet not flushing (if there is only one toilet in the property)	1
Blocked sink, bath or basin	3
Tap cannot be turned	3
Leak from a water pipe, tank or cistern	1
Leaking roof	7
Insecure external window, door or lock	1
Loose or detached banister or handrail	3
Rotten timber flooring or stair tread	3
Door entry phone not working	7
Mechanical extractor fan not working	7

13.0 The Right to Undertake and Receive Compensation for Improvements

13.1 Introduction

Part IV of the Housing Act 1985 established that all local authority tenants are secure tenants¹ and that all secure tenants have the right to undertake improvements to their home, subject to receiving the landlord's consent.

The Leasehold Reform, Housing and Urban Development Act 1993 gives secure tenants the right to compensation for certain tenant financed improvements that have had the written permission of the Council.

The right to compensation for improvements is subject to certain qualifying criteria and regulations contained in the Secure Tenants of Local Authorities (Compensation for Improvements) Regulations 1994 Statutory Instrument 1994 No. 613.

13.2 The Right to Undertake Improvements

All secure tenants have the right to undertake improvements to their homes, on condition that they have been given prior written consent from the Council.

Introductory tenants do not have the same rights and must not carry out any alterations or improvements to your home or property.

On receipt of a written application, the Council will assess the proposed alteration to ensure that the property asset and value is not adversely affected.

Permission to carry out an improvement will not be unreasonably withheld, but permission may be withheld if the requested improvement will:

- make the dwelling more difficult to let in the future
- create long term maintenance issues
- be unsuitable to future occupants
- adversely affect the energy performance rating

Tenants who undertake improvements to their home will be responsible for the maintenance of the improvement, throughout the lifetime of their tenancy.

Consent for alterations will not be provided retrospectively and tenants who undertake alterations without consent may be required to reinstate the property to its former state or may be recharged for rectification and reinstatement works.

Tenant improvements which are considered major, conservatories, driveways, porches, and structural alterations including new walls, can only be left in-situ when a tenancy ends with the written permission of the council. Permission will be granted if the council considers that the maintenance works meets the criteria set for permission. In all other instances the works should be removed by the tenant and the property returned to the original state.

13.3 Compensation for Improvements

Compensation payments for improvements are not payable until the tenancy comes to an end.

The Secure Tenants of Local Authorities (Compensation for Improvements) Regulations 1994 Statutory Instrument 1994 No. 613 sets out:

details of tenants who will qualify for compensation for improvements, a list of qualifying improvements together with the notional life of the improvement, and the formula used in the calculation of compensation to qualifying tenants.

The Council will provide tenants with information about their right to undertake improvements and receive compensation for undertaking improvements by ensuring that information about the Right to Compensation for Improvements is available on the Council's website.

14.0 Adaptations to Homes of Tenants with Disabilities

The Council will ensure that its housing stock meets the needs of tenants of the district who have disabilities by:

- maintaining a register of homes which have either been purpose built or substantially adapted to meet the needs of a disabled person/persons.
- Ensuring that purpose built and substantially adapted property is retained in stock and not sold under the Right to Buy Scheme.
- establishing an annual budget which it will use to fund works of adaptation to the homes of existing tenants.
- Maintain a policy framework setting out the strategy and framework for delivery. This policy is available on the Council's website.

14.1 Works of Adaptation to the Homes of Existing Tenants

The Council will set aside a specified sum of resources each year, to enable adaptations to be undertaken to the homes of tenants who have disabilities.

Tenants requiring adaptations will need to engage with the Occupational Therapy Service, who will assess the tenant's requirements.

The Council may conduct an options appraisal and further investigations to look in more detail at the proposals and how the need is best met, in some cases this may be through rehousing.

Any applications for adaptations are processed in line with the Council's Aids and Adaptations Policy

15.0 Commitment to Equality

15.1 Introduction

The Council is committed to providing an equal opportunity to the service for all its tenants and leaseholders. Any action taken under this policy will comply with current equalities legislation.

15.2 Council Staff and Contractors

The Council's staff and contractors will operate in such a way to ensure that they meet the needs of individual tenants and to ensure that they do not discriminate on the grounds of:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

All contractors will be asked to provide copies of their Equality and Diversity Policies to the Council, prior to the award of any contract.

15.3 Procedures and Practices

The Council's staff and contractors will operate in such a way to ensure that their procedures and practices are sensitive to the needs of individual tenants and to ensure that they do not discriminate on the grounds of:

- race and ethnicity
- age
- disability
- religion or belief
- gender
- sexual orientation
- gender identity

Repair work and Maintenance programmes may from time to time need to be tailored to meet the needs of individuals, for example the priority of a repair may be increased for vulnerable tenants. All cases will be considered on an individual basis.

15.4 Information

The Council will in all reasonable circumstances make information available in a variety of information formats, including for example:

- large print
- audio tape
- community languages

Where specialist services are required to ensure that information is accessible to the tenant or leaseholder, we will ensure that these are made available.

16. Performance Monitoring

16.1 Introduction

The Council will monitor its performance in delivering its repairs and maintenance service to ensure that the programmes are delivered effectively and to assist in the delivery of continuous improvement.

16.2 Performance Monitoring

To help achieve the Council's aim of ensuring continuous improvement in the services it provides and to ensure that it meets all statutory obligations, the Council will put in place systems and processes in place which allow it to monitor and evaluate performance.

The Council will constantly monitor service standards and the performance of its contractors. Appropriate action will be taken if the service works are not performed to the required standard.

The Council will continually review its standards by measurement against the performance of other social housing providers, with the aim of achieving continuous improvement and to ensure compliance with best practice.

The Cabinet Member for Housing and the Corporate Management Team will receive quarterly updates detailing the following information:

- % of jobs completed within the target timescales for emergency and urgent repairs
- Percentage of Properties meeting the Decent Homes Standard
- % of tenants satisfied with their repair
- Average Void Relet Time (Calendar Days)
- Spend reports detailing expenditure on capital works

To ensure a quality service, additional responsive repairs key performance indicators and management reports will be monitored on a regular basis to help ensure

that cost, quality and performance targets are met.

Other key performance indicators we will record, and monitor include:

- % of responsive repairs completed by appointment
- Number of missed appointments
- Average number of repairs per property
- Average cost of repairs per property.
- % of tenants satisfied with the responsive repair service overall
- Average time to complete routine repairs (working days)
- % of tenants satisfied with their planned or cyclical work% of repairs completed “right first time.”

17. Review of Housing Repairs and Maintenance Policy

The policy will be reviewed periodically to ensure it is consistent with changes in legislation and regulation.

This policy will be reviewed on a three yearly basis, or sooner if there are any changes in the relevant legislation.

HOUSING REPAIRS AND MAINTENANCE POLICY

Damp & Mould Protocol

DRAFT

Service Area	Housing
Policy Owner	Director for Housing and Property
Introduced	
Version	1.0
Review date	

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1. Introduction

Damp and Mould are conditions caused by too much moisture in your home. The Repairs and Maintenance Policy generally cover the repairs needed to the property but do not address how damp and mould specifically, will be managed by the council.

The age and construction type of the Council's property stock are contributing factors alongside poor thermal performance, which can create difficulties for tenants to provide sufficient heating and ventilation, creating ideal conditions for mould

The ability for a tenant to effectively heat and ventilate their home is a key consideration and recent increases in fuel costs are adding to the overall impact and increase in reports of damp and mould.

The aim of this protocol is to detail the Council's response to the management of damp and mould, and to set a framework to proactively manage potential risks and promptly diagnose and prevent issues which may arise from damp and mould in our properties, including communal areas through the following:

Undertake effective investigations and implement reasonable remedial repair solutions and improvements to manage damp, mould and condensation.

Offer advice and assistance to customers living in our properties, including information on how to prevent damp, mould and condensation.

To signpost residents who are experiencing difficulties managing their heating costs to charities and other support agencies for assistance.

Ensure staff and contractors are trained on how to recognise, manage, and identify solutions to damp, mould and condensation

2. Relevant legislation and regulatory compliance

This protocol is written in the context of the current legal and regulatory requirements as set out in the Repairs and Maintenance Policy with particular focus on the

Landlord and Tenant Act, 1985, the Housing Health and Safety Rating System within the Housing Act 2004, Home (Fitness for habitation) Act 2018 and Decent Homes Guidance

In order to respond to best practice, the Policy also seeks to have strong reference to the Regulatory Framework for Social Housing in England by specifically addressing the emerging requirements and expectations set by the Social Housing Regulator and amendments to the Social Housing Bill.

3. Responsibilities

3.1 Tenant Responsibilities

Damp and mould caused by condensation can often be controlled by simple measures which can be adopted by the tenant. These responsibilities include:

- Following all advice and guidance issued by us, on managing and controlling damp, mould and condensation.
- Regularly checking for and reporting any leaks, or faulty heating, windows, or extractor fans.
- Ensuring of the general upkeep and cleaning of extractor fans and vents (i.e., that they are not blocked).
- allowing access for inspections and for the carrying out of all remedial works.
- Not allowing the property to become overcrowded or using the property as a business or for purpose it was not originally intended.

3.2 Landlord Responsibilities

The Council is responsible for the maintenance, repair and replacement of the structure and common parts of its properties, as set out in the Tenancy Agreement and Tenants' Handbook.

The repairing obligations in relation to damp and mould are set out generally in the Housing Act 2004. The Housing Health & Safety System is a mechanism to inspect and assess hazards in property and grade these according to risk.

Damp and Mould are specifically addressed under section 9 of the Housing Act 2004,

4. Identifying Damp and Mould

Damp is a general term used to describe conditions where there is high moisture level in a building.

Rising damp is due to a defective, breached or non-existent damp course. This will leave a 'tide mark' about 1m above the floor. Fixing rising damp is a job for a qualified builder.

Penetrating damp is moisture entering the house through leaking pipes, a damaged roof, blocked gutters, gaps around window frames and cracked rendering and brickwork etc. All these problems can be remedied.

Condensation occurs when moist air meets a colder surface like a wall, window, mirror etc. The air can't hold the moisture and tiny drops of water appear. It also occurs in places the air is still, like the corners of rooms, behind furniture or inside wardrobes.

Mould is a general term used term to describe a type of spore-producing hyphomycetes fungi and there are many different types.

Mould is an ever-present part of our ecosystem, and their spores and fragments are always present to a greater or lesser extent in our homes, workplaces and public buildings. It is virtually impossible to completely get rid of them.

As mould spores land on places where there is excessive moisture, such as properties suffering from condensation, rising damp, penetrating dampness or leaks, these spores will grow. Many building materials provide nutrients that encourage growth.

Mould grows on organic materials, for example wood, paint and fabric, all it then needs to thrive is oxygen and moisture. Moisture is likely to be the key element because organic materials and oxygen are also present in homes which do not have problems with mould.

It is important to recognise that not all damp and mould presents the same risk to our tenants. The most immediate risk relates to severe mould growth which may cause airborne toxicity and is therefore especially dangerous to some of our vulnerable tenants.

We will not generally undertake any tests to identify specific mould types but deal with all mould types in the same manner.

5. The Impact of Damp & Mould

Exposure to mould spores can cause a wide range of symptoms including rashes, itchy eyes, sneezing, coughs, dizziness and nausea.

The long-term effects of mould exposure can be more severe for those with a weakened immune system. As the body goes into overdrive trying to fight the foreign pathogens, it is left weakened, exposed and vulnerable to other diseases.

The elderly, children and those with existing allergies are all considered to be more susceptible to mould exposure.

6. Investigation and Repair Process

6.1 Investigative Process

It is essential to correctly identify root causes of damp. Condensation is the main cause of mould, however there may be defects causing or contributing to high humidity levels.

The need to act quickly to identify and manage damp and mould as a hazard may entail several visits to assess the severity of the damp and to carry out follow up surveys.

Visual observations both externally and internally are of vital importance and should be detailed within the report. The inspection should adopt a holistic whole house approach that considers the implications of:

- Location
- Building structure
- Construction materials
- Maintenance / Condition / Defects
- Thermal performance
- Ventilation
- Number of occupants
- Pattern of occupancy
- Heating pattern
- Family economics –heating costs
- Domestic appliances – e.g., condenser dryers
- Arrangements for drying washing and wet clothing
- Existing ventilation – especially bathrooms and kitchens

6.2 Initial Report Actions¹

1. We will log an inspection on the Repairs recording system.

¹ Properties within the Disrepair Process will not be managed in the same way and any inspections, works and communications will be through the tenant's solicitor.

2. We will carry out an Inspection to assess the severity of the mould and to establish whether there are any property issues causing or contributing to the problem. This will be carried out within 14 days of the first report of mould.
3. Information on managing condensation and advice will be given to tenants.
4. We will arrange any initial works which will usually involve a clean of the mould to remove the immediate hazard. The target timescale for these works is within 28 working days.
5. Further surveys will be arranged following recommendations for additional technical surveys, monitoring and or follow up repairs. Timescales for repairs will be allocated in accordance with prioritisation based on the severity of the problem.
6. Signposting to other agencies and referrals for support with energy bills will be provided where appropriate.
7. Where damp and mould is severe and the risk posed to tenants is significant, we will arrange to temporarily decant tenants whilst investigations and works are carried out.
8. A communication will be sent to tenants to advise them that we have completed our investigations and works and reaffirm any guidance they need to follow. This will formally close the case.

6.3 Case Management

There may be occasions where there are factors which make the standard process of inspecting and carrying out repairs more difficult, for example tenants in fuel poverty or where there is overcrowding.

A complex case panel has been established to record cases, actions required and decision making to support successful outcomes.

Case management decisions include the following:

- Initiating a temporary Decant property
- Approval for funding to support
- Agreement to apply management discretion for a direct let.
- Seeking support from other agencies

Each case is discussed on its own merit and may involve referral or case conference with other agencies.

7. Monitoring the effectiveness of the Protocol

7.1 Performance

The formal closing of a case will allow us to track the effectiveness of the investigation and repair process.

Where further reports of damp and mould are recorded, an inspection will be raised, these will be flagged as a 2nd visit and the previous repair number will be recorded in the text to ensure that staff are aware that the property has had previous inspections and work.

Second visits will take place and a review of information collected from the visit together with previous information and property history, will be held with the management team to identify issues not resolved at first contact.

The outcome of the review will be an action plan for the property and tenants will be prepared and discussed with the tenant.

The total numbers of damp and mould cases, status and how long they have been open, will be recorded and reported to the Corporate Management Team as part of the overall compliance reporting on a monthly basis.

The percentage of visits within the 14 day target will also be monitored to ensure that sufficient resources are maintained to support the robust approach to the management of damp and mould in our properties.

7.2 Review

The protocol will be reviewed annually but should there be any changes or recommendations the Social Housing Regulator it will be carried out earlier.



Equality Impact Assessment

Question	Response
1. Name of policy/funding activity/event being assessed	Repairs and Maintenance Policy
2. Summary of aims and objectives of the policy/funding activity/event	The policy sets a framework to enable the delivery of an effective maintenance service which fulfils our statutory obligations, protects council assets and offers value for money.
3. Who is affected by the policy/funding activity/event?	South Kesteven District Council tenants and leaseholders
4. Has there been any consultation with, or input from, customers/service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please complete the consultation table below.	Consultation will take place with the stakeholders affected (SKDC tenants and leaseholders). This will be for a 6 week period via the policy being placed on the SKDC website consultation page. Consultation with tenants who have special needs will be undertaken separately.
5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	A new housing IT system and processes are being put into place, which will monitor and evaluate the impact of the policy.

Protected Characteristic	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact e.g. adjustment to the policy <small>(The Action Log below should be completed to provide further detail)</small>
Age	Positive	<p>Tenants will be able to choose from a number of specific appointment slots eg. mornings, afternoons, and specific requests - for example, avoiding the school run.</p> <p>Should the tenant wish to arrange a responsive repair appointment, they are able to contact the contractor on the telephone number provided and arrange a convenient appointment for the work to be completed.</p> <p>All contractors will be asked to provide copies of their Equality and Diversity Policies to the Council, prior to the award of any contract.</p> <p>Repair work and maintenance programmes may from time to time be tailored to meet the needs of individuals, for example the priority of a repair may be increased for vulnerable residents. All cases will be considered on an individual basis.</p>	n/a



		<p>The repairs which are the tenants' responsibility eg. changing a light bulb can be undertaken by a repairs operative for elderly and disabled tenants but this would have to be recharged to the tenant; alternatively they can choose for a relative/carer to do this for them.</p> <p>The Council will in all circumstances make information available in a variety of information formats, including for example:</p> <ul style="list-style-type: none">• large print• audio tape• community languages <p>Where specialist services are required to ensure that information is accessible to the tenant or leaseholder, we will ensure that these are made available.</p>	
Disability	Positive	<p>Tenants will be able to choose from a number of specific appointment slots eg. mornings, afternoons, and specific requests - for example, avoiding the school run.</p> <p>Should the tenant wish to arrange a responsive repair appointment, they are able to contact the contractor on the telephone number provided and arrange a convenient appointment for the work to be completed.</p> <p>All contractors will be asked to provide copies of their Equality and Diversity Policies to the Council, prior to the award of any contract.</p> <p>Repair work and maintenance programmes may from time to time be tailored to meet the needs of individuals, for example the priority of a repair may be increased for vulnerable residents. All cases will be considered on an individual basis.</p> <p>The repairs which are the tenants' responsibility eg. changing a light bulb can be undertaken by a repairs operative for elderly and disabled tenants but this would have to be recharged to the tenant; alternatively they can choose for a relative/carer to do this for them.</p>	n/a



		<p>The Council will in all circumstances make information available in a variety of information formats, including for example:</p> <ul style="list-style-type: none">• large print• audio tape• community languages <p>Where specialist services are required to ensure that information is accessible to the tenant or leaseholder, we will ensure that these are made available.</p>	
Gender Reassignment	Neutral	The Council will not treat the resident less favourably due to gender reassignment.	n/a
Marriage and Civil Partnership	Neutral	n/a (applicable only to employment legislation)	n/a
Pregnancy and Maternity	Positive	Tenants will be able to choose from a number of specific appointment slots eg. mornings, afternoons, and specific requests - for example, avoiding the school run.	n/a
Race	Positive	<p>The Council will in all circumstances make information available in a variety of information formats, including for example:</p> <ul style="list-style-type: none">• large print• audio tape• community languages <p>Where specialist services are required to ensure that information is accessible to the tenant or leaseholder, we will ensure that these are made available.</p>	n/a
Religion or Belief	Positive	<p>The Council will in all circumstances make information available in a variety of information formats, including for example:</p> <ul style="list-style-type: none">• large print• audio tape• community languages <p>Where specialist services are required to ensure that information is accessible to the tenant or leaseholder, we will ensure that these are made available.</p>	n/a
Sex	Neutral	The Council will not treat the resident less favourably due to their sex.	n/a
Sexual Orientation	Neutral	The Council will not treat the resident less favourably due to their sexual orientation.	n/a



Other Factors requiring consideration			
Socio-Economic Impacts	Positive	<p>The Council will ensure that tenants meet the costs of repairs they have responsibility for. Payment will be required in full before any re-chargeable repairs work is carried out. Where people are in hardship, we will discuss their personal circumstances. In exceptional circumstances, the Council may consider waiving the cost of the re-chargeable repair. All cases will be considered on an individual basis.</p>	n/a
Carers (those who provide unpaid care to a family member, friend or partner)	Positive	<p>Tenants will be able to choose from a number of specific appointment slots eg. mornings, afternoons, and specific requests - for example, avoiding the school run.</p>	n/a

Consultation

Negative impacts identified will require the responsible officer to consult with the affected group/s to determine all practicable and proportionate mitigations. Add more rows as required.			
Group/Organisation	Date	Response	
SKDC tenants and leaseholders		<p>Consultation will take place with the stakeholders affected (SKDC tenants and leaseholders). This will be for a 6 week period via the policy being placed on the SKDC website consultation page. Consultation with tenants who have special needs will be undertaken separately.</p> <p>Any responses including any equality, diversity and inclusion issues highlighted from this consultation will be considered and changes will be made to the policy if deemed necessary.</p>	

Proposed Mitigation: Action Log

To be completed when barriers, negative impact or discrimination are found as part of this process – to show actions taken to remove or mitigate. Any mitigations identified throughout the EIA process should be meaningful and timely. Add more rows as required.				
Negative Impact	Action	Timeline	Outcome	Status

Evaluation Decision



Once consultation and practicable and proportionate mitigation has been put in place, the responsible officer should evaluate whether any negative impact remains and, if so, provide justification for any decision to proceed.

Question	Explanation / justification	
Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?		
Final Decision	Tick	Include any explanation/justification required
1. No barriers identified, therefore activity will proceed		
2. Stop the policy or practice because the data shows bias towards one or more groups		
3. Adapt or change the policy in a way that will eliminate the bias		
4. Barriers and impact identified , however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision		

Did you consult with an Equality Ally prior to carrying out this assessment? Yes

Sign off

Name and job title of person completing this EIA	Celia Bown – Senior Housing Policy and Strategy Officer and Julie Martin – Head of Housing Technical Services
Officer Responsible for implementing the policy/function etc	Julie Martin – Head of Housing Technical Services
Date Completed	19 th April 2023
Line Manager	Craig Spence – Acting Director of Housing
Date Agreed (by line manager)	20 th April 2023
Date of Review (if required)	

Completed EIAs should be included as an appendix to the relevant report going to a Cabinet, Committee or Council meeting and a copy sent to equalities@southkesteven.gov.uk.



SOUTH KESTEVEN
DISTRICT COUNCIL

Completed EIAs will be published along with the relevant report through Modern.Gov before any decision is made and also on the Council's website.



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Cabinet

7 November 2023

Report of Councillor Rayside, Cabinet Member for People and Communities

Health Cash Plan

Report Author

Fran Beckitt (Head of Service – Human Resources and Organisational Development)

 Fran.beckitt@southkesteven.gov.uk

Purpose of Report

To report a recommendation from the Council's Employment Committee that Cabinet does not support the introduction of a Health Cash Plan as a benefit for South Kesteven District Council's employees.

Recommendations

That Cabinet notes that Employment Committee has recommended against introducing the proposed employee Health Cash Plan which it was asked to approve.

Decision Information

Is this a Key Decision?	No
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	High performing Council
Which wards are impacted?	All

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The estimated cost of providing a health cash plan would have been £31,800 per annum. This amounts to £60 per individual per year, or £1.15 per week. This would have been slightly offset against the current budget for eye testing and flu vouchers (currently approximately £2500).

Completed by: Alison Hall-Wright (Assistant Director of Finance and Deputy S151 Officer)

Legal and Governance

- 1.2 There are no legal implications arising from this report.

Completed by: Graham Watts (Assistant Director of Governance and Monitoring Officer)

2. Background to the Report

- 2.1 On 29 June 2023 and 6 September 2023, a proposal for a Health Cash Plan was considered by the Council's Employment Committee.
- 2.2 The Health Cash Plan was presented, as requested, as an option to improve the Council's benefits offering for its employees. Six plans/quotes were compared before putting forward Medicash, which included unlimited digital GP consultations, cashback for treatments, flu jabs, skinvision (to check spots and moles), wellbeing tools and advice, discounted gym memberships, child cover, discounts and an App to access these benefits remotely.

3. Key Considerations and Reasons for Recommendation

- 3.1 At the meeting of the Employment Committee on 6 September 2023, the following points were highlighted by Members in consideration of the Medicash proposal:
 - Questions raised as to whether employees would have to fund private medical healthcare initially without confirmation that they would be reimbursed at a later date.
 - Complex cases were not necessarily straightforward according to feedback from similar plans.

- There appeared to be a capped limit on the amount of financial assistance available. Employees on lower incomes would not necessarily benefit in comparison to those on higher incomes.
- Questions raised as to whether Medicash presented the best Health Cash Plan available.
- 24/7 access to a virtual GP service was considered beneficial. Complex health issues were questioned as potentially costly.
- The proposal had the potential to reduce absenteeism and enhance the quality of remuneration to retain staff.
- The proposal provided an opportunity to invest in the workforce, both in their physical and mental health, as a priority.
- Early intervention with routine health issues could reduce longer-term problems alongside access to mental health services.
- Employee's children are included in the plan and receive 50% of the entitlement of the employee.
- The current opt-in scheme is not highly utilised.

3.2 Upon voting on the proposal, four members of the Committee voted in favour and five voted against. The Employment Committee therefore recommended that the Council does not implement the proposed Health Cash Plan for its employees.

3.3 Full details of the proposed Medicash scheme can be accessed via the links in paragraphs 4.1 and 4.2 of this report.

4. Background Papers

4.1 Employment Committee – 29 June 2023 – Agenda Reports Pack and Minutes
[south kesteven district council - Agenda for Employment Committee on Thursday, 29th June, 2023, 10.00 am](#)

4.2 Employment Committee – 06 September 2023 – Agenda Reports Pack and Minutes
[south kesteven district council - Agenda for Employment Committee on Wednesday, 6th September, 2023, 10.00 am](#)

5. Other Options Considered

5.1 This report is for noting – therefore there were no other options to consider.

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Cabinet

7th November 2023

Councillors Rhys Baker and Patsy Ellis,
Cabinet Members for Waste and
Climate Change

Updated Climate Action Strategy for South Kesteven

Report Author

Serena Brown, Sustainability and Climate Change Officer

 Serena.brown@southkesteven.gov.uk

Purpose of Report

Following a public consultation conducted, a revised Climate Action Strategy has been developed setting out South Kesteven District Council's aspirations to reduce carbon emissions and adapt to the impacts of climate change within the district.

Recommendations

That Cabinet:

1. Approve the adoption of the revised South Kesteven Climate Action Strategy

Decision Information	
Is this a Key Decision?	No
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Growth and our economy Housing that meets the needs of all residents Healthy and strong communities Clean and sustainable environment High performing Council
Which wards are impacted?	All wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The revised South Kesteven Climate Action Strategy sets a framework for the Council to respond to the issue of climate change within the district. While there are no direct implications from publishing the Strategy, it sets the framework for further investment in a variety of projects against each of the Themes included within the Strategy.
- 1.2 The development of the Climate Action Plan, following publication of this Climate Action Strategy, will need to carefully review financial implications of all proposed projects including any sources of grant funding support or cost implications to the Council.

Completed by: Alison Hall-Wright, Deputy Director (Finance and ICT) and Deputy S151 Officer

Legal and Governance

- 1.3 It is good practice for a local authority to present a strategy on the issues and impacts of climate change within the district. South Kesteven District Council is one of the local authorities to have formally declared a climate emergency, which set carbon reduction targets for Council operations. The climate emergency declaration also noted the wider leadership potential of the Council to help fulfil the

UK government's target to reach net zero by 2050, and this strategy helps to clarify that role.

Completed by: Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

Climate Change

- 1.4 The South Kesteven Climate Action Strategy sets out the Council's role in facilitating the transition to net zero carbon for the whole district of South Kesteven. The Climate Action Strategy is crucial for formally setting ambition to both reduce carbon emissions from within the district, and to adapt to the expected impacts of a changing climate.

Completed by: Serena Brown, Sustainability and Climate Change Officer

2. Background to the Report

- 2.1 There is a clear role for local government to shape, drive, and deliver local action on climate change. South Kesteven District Council made a formal declaration of climate emergency on 26 September 2019 with cross party support. Alongside this, the Council confirmed the political ambition to reduce the organisation's carbon footprint by at least 30% by 2030, and to endeavour to become net-zero as soon as viable before 2050. Over three-quarters of local authorities in the UK have now taken the step of declaring a climate emergency.
- 2.2 On 14th March 2023, the first Climate Action Strategy document was presented to Environment Overview and Scrutiny Committee. The Committee recommended that the Strategy be put out for consultation to gauge public opinion, and for a revised Strategy to be brought back to the relevant Overview and Scrutiny Committee.
- 2.3 The consultation exercise was designed to determine the level of support from various stakeholders for the newly developed Climate Action Strategy, as well as understanding which areas of activity are priorities for respondents and the commitments from SKDC they want to see to help this happen. A full analysis of the consultation exercise is attached at Appendix A.
- 2.4 The consultation was open for just over 4 weeks from 10th July. In total, 175 individual responses were received through the consultation process.
- 2.5 The feedback from the consultation exercise has been extremely constructive. The main outcomes from the consultation exercise include:
 - 73% of respondents supported the commitments to act on climate change set out in the Climate Action Strategy, with 22% not in support and 5% unsure

- Most respondents reported they believed that the responsibility for tackling climate change lay equally with national and local government, businesses and individuals
- Strong support for the proposed Themes of the strategy, with particular emphasis on the themes of Natural Environment, Transport and Power
- While 46% of respondents agreed that the Climate Action Strategy provides enough information about challenges posed to residents and the district by a changing climate, 35% disagreed, with the remainder choosing to answer don't know/not sure

2.6 There were also clear themes where respondents believed the Council could go further or improve the Strategy. This included feedback on:

- The length and/or technical content of the Climate Action Strategy, with several respondents noting that the document was overly long
- Further help and guidance for residents of South Kesteven, with a request for the Council to provide more comprehensive information on what individual households can do to contribute towards targets
- The ambition of targets for carbon reduction and whether this reflected a fair level of ambition for the district
- Concerns around the cost of the transition to net zero and how this would be fairly managed for all residents
- Ensuring that adaptation to climate change is considered as important, if not more important, than reducing carbon emissions
- Concerns that the Strategy lacked specific projects and actions to deliver on ambition

2.7 As a result of the feedback received through the consultation exercise, a revised version of the Climate Action Strategy has now been prepared, attached at Appendix B. This has amended the document in a number of areas, including amendments to the vision for the district for 2030, inclusion of a new ambition under the Resources Theme for water management, and various clarifications around the role of climate adaptation.

2.8 In response to feedback on the length and format of the Strategy, a separate Climate Action Strategy Executive Summary document has also been prepared, attached at Appendix C. This three page summary notes the key focuses of the Strategy document, includes an overview of the eight Themes identified in order to effectively embed action on climate change, and notes the co-benefits of pursuing action.

2.9 The responses received through the consultation exercise also will provide invaluable feedback regarding the formation of plans for specific projects under each of the eight Themes of the Strategy, to be presented as the Council's Climate Action Plan following the approval of the Climate Action Strategy.

3. Key Considerations

3.1 The South Kesteven Climate Action Strategy is a new strategy to set the direction for how South Kesteven District Council can address and influence carbon emissions and adaptation to climate change. This goes beyond work to address carbon emissions from Council operations (principally from the operation of buildings and vehicles), which have been identified as being less than 1% of the total carbon emissions arising from the district of South Kesteven.

4. Other Options Considered

4.1 There is no statutory obligation to monitor or report on carbon emissions which arise from Council operations or from the wider district. Nevertheless, by doing so and setting out how the Council proposes to address these, it is acting in alignment with its climate emergency declaration of 2019.

4.2 Cabinet could amend the South Kesteven Climate Action Strategy and propose an alternative approach for addressing climate change within the district.

4.3 Cabinet could reject the South Kesteven Climate Action Strategy and choose not to progress work on climate change within the district.

5. Reasons for the Recommendations

5.1 It is recommended to the Committee to endorse the contents of the South Kesteven Climate Action Strategy, and to recommend to Cabinet to approve a final version. The Strategy sets out a robust framework for action and how the Council is able to respond across different areas to the problems presented by climate change and the net to reach net zero emissions by 2050.

6. Consultation

6.1 South Kesteven's Climate Action Group of twelve councillors and relevant Council officers received a draft Climate Action Strategy and discussed the document on 24th February 2023. The document was well received. It was noted it is fundamental the Council considers climate adaptation in regard to its own services, to avoid unintended consequences of increasing carbon emissions and waste in response to weather events. This will be taken forward as part of our Climate Action Plan.

6.2 The draft Climate Action Strategy was considered by Environment Overview and Scrutiny Committee on 14th March 2023. The Committee recommended the Strategy be put out for public consultation. The consultation was conducted during July and August 2023 and received a good response rate.

- 6.3 Public consultation was conducted in July and August 2023 and the revised Climate Action Strategy was presented to Environment Overview and Scrutiny Committee on 3rd October 2023.
- 6.4 The revised Climate Action Strategy was then presented to Environment Overview and Scrutiny Committee on 3rd October 2023. The Committee recommended to Cabinet to approve the adoption of the revised South Kesteven Climate Action Strategy while undertaking to engage with the wider community to further inform the development of the Climate Action Plan.

7. **Background Papers**

- 7.1 Environment Overview and Scrutiny Committee, 14th March 2023 - [Climate Action Strategy for South Kesteven.pdf](#)
- 7.2 Environment Overview and Scrutiny Committee, 3rd October 2023 - [Climate Action Strategy Update - Post Consultation.pdf \(southkesteven.gov.uk\)](#)

8. **Appendices**

- 8.1 Appendix A: *Climate Action Strategy Consultation Report*
- 8.2 Appendix B: *Revised Climate Action Strategy for South Kesteven*
- 8.3 Appendix C: *Climate Action Strategy Executive Summary*



Climate Action Strategy Consultation Report



Deborah Wyles

September 2023

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Purpose

1. To consult with a variety of stakeholders on the draft Climate Action Strategy. The purpose being to:
 - Measure the level of public support there is for South Kesteven District Council to tackle climate change
 - Determine the level of support from various stakeholders for the newly developed Climate Action Strategy
 - Understand which areas of activity are priorities for residents and the commitments they want to see from SKDC to help these happen

Scope

2. The scope of this consultation was to:
 - Focus on the Climate Action Strategy. It needed to determine if the CAS is a document which
 - Has the support of stakeholders
 - Communicates the ambitions of the Council with respect to climate change to those stakeholders
 - Will help the Council deliver its priorities in respect of climate change
 - Enable and allow stakeholders to articulate what they would like SKDC to focus on
 - Inform the Council's approach going forward

Objectives

3. The objectives of the consultation were identified as follows:
 - Measure the level of public support to address climate change within South Kesteven
 - Gauge the level of support for the strategy
 - Understand which areas of activity are the most important to stakeholders
 - Communicate the types of activity the Council has done/ will be able to do
 - Identify the actions they would like the Council to undertake – thereby informing the Climate Action Strategy Action Plan

Timelines

4. A briefing session was held with the portfolio holders for Environment and Waste – Cllrs Patsy Ellis and Rhys Baker, on the scope, approach and proposed questions on 9 June 2023. The survey was launched on 10th July and open for just over 4 weeks, closing on 7th August.

Stakeholders

5. The stakeholders were identified as follows:
 - Portfolio holders for the Environment (including Climate Change) – Cllrs Rhys Baker and Cllr Patsy Ellis

- Chair and Vice Chair of SKDC'S Environment Committee
- Residents of South Kesteven
- District Councillors for South Kesteven
- Town and Parish Councils
- Voluntary and Community Groups with an environmental focus
- Other organisations with an environmental focus. These include:
 - The Woodland Trust
 - The Greater Lincolnshire Nature Partnership
 - Lincolnshire Rivers Trust
 - Lincolnshire Wildlife Trust
 - Grantham Rivercare
 - South Lincolnshire Green Party
- Other statutory organisations with a responsibility for climate change
 - Lincolnshire County Council
 - The Environment Agency

Methodology

6. The table below identifies the method(s) that were used to contact the stakeholders:

Stakeholders	Method(s)	Details
Portfolio holders for Environment and Waste	Discussion took place with portfolio holders. Approval sought for approach and content of consultation.	Cllr Rhys Baker Rhys.Baker@southkesteven.gov.uk Cllr Patsy Ellis Patsy.Ellis@southkesteven.gov.uk
Residents of South Kesteven	Members of the public were made aware of the consultation through the following channels: Press release to the local press SKDC Social Media Channels SKDC website	Potential respondents referred to survey monkey to participate in the consultation. Alternatively, if absolutely necessary, they were able to email the Climate Change officer who would have sent them a printed copy of the survey. No requests were received. Press release prepared promoting the consultation to district. Release included the link to survey. Survey contained link to the draft strategy. Consultation promoted on social media channels - Facebook and Twitter. Posts included a link to the survey. Webpage of consultations updated to include information about the consultation.
District Councillors	District Councillors informed of the consultation via the weekly members email	Weekly members email prepared by CP.

Voluntary and Community Groups (with an environmental focus)	Contacted by email and asked to comment	CD and VH contacted voluntary and community groups
Organisations with an environmental focus	<p>The Woodland Trust The Greater Lincolnshire Nature Partnership Lincolnshire Rivers Trust Lincolnshire Wildlife Trust</p> <p>Grantham Rivercare</p> <p>Lincolnshire County Council</p> <p>The Environment Agency</p>	<p>Organisations contacted by SKDC's Climate Change Officer:</p> <p>enquiries@woodlandtrust.org.uk</p> <p>https://glnp.org.uk/contact-us lincsrivers@gmail.com</p> <p>info@lincstrust.co.uk</p> <p>Rivercare Grantham David Martin sustransranger@hotmail.com</p> <p>Ian Simmons iansimmons@icloud.com</p> <p>https://www.lincolnshire.gov.uk/comments-feedback/contact-us</p> <p>and then chose environment and planning</p> <p>enquiries@environment-agency.gov.uk</p>
Town/Parish Councils in South Kesteven	Town/parish clerks contacted and asked to participate	Climate Change Officer contacted town and parish councils with link to consultation.

Details

7. To help collect feedback about the draft Climate Action Strategy, the consultation officer was asked to support the consultation process during the spring of 2023. Actions undertaken by the consultation officer and the Sustainability and Climate Change Officer included:

- Preparation of a press release to promote the consultation in the local press
- Drafting of Facebook posts and Tweets to promote the consultation on the Council's social media channels Facebook and Twitter
- Setting up a webpage to host the document
- Emailing all parish councils, voluntary and community groups and organisations with an environmental focus
- Preparing, designing and setting up the on-line survey
- Analysing feedback from 175 respondents
- Preparing a report

8. The survey¹ included the following sections:

- An introduction to the consultation. This included some context and background on the actions already undertaken by SKDC, including its declaration of a Climate Emergency
- Section 1: The purpose of this section was to measure the degree of public support for South Kesteven District Council acting on climate change
- Section 2: The purpose of this section was to determine the extent of public and other support for the Climate Action Strategy – both in principle but also content i.e. themes and the proposed approach
- Section 3: The purpose of this section was to establish what stakeholders thought the council should be doing in the future to address climate change. It also asked them what they thought the council should focus on
- Demographic information: This asked participants for their age, gender and first line of postcode

9. The opportunity to participate in the consultation was promoted both in the local media and on the Council's social media channels and website during the consultation period. Articles promoting the consultation were on the websites of both the Grantham Journal² and the Stamford Mercury³ on 12 July 2023. The Facebook posts reached 3,559 people and 37 clicked on the link. There were 994 views on Twitter and 8 clicks on the link.

10. Various stakeholders including parish councils and organisations with an environmental focus, were contacted at the start of the consultation.

11. The consultation opened on 10th July 2023. It closed a few days later than scheduled (7 August) to allow several Parish Councils a further opportunity to respond. 175 responses were received.

The results

12. The introduction to the survey set the scene. It informed respondents that the purpose of the strategy was to communicate the Council's approach to tackling climate change. It included various targets and commitments – and set out how SKDC plans to achieve its goals. For ease of reference, a link to the draft strategy was also available.

13. The first section of the survey focused on climate change, and asked respondents if they supported the commitments made by the Council in 2019, when it declared a climate emergency. The commitments were:

¹ Copy of survey attached at appendix one

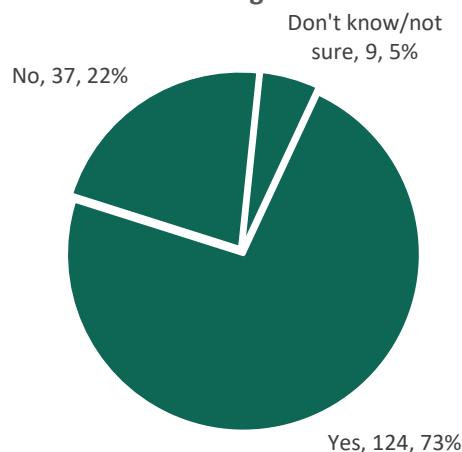
² [Have your say on South Kesteven District Council's strategy to tackle climate change \(granthamjournal.co.uk\)](http://www.granthamjournal.co.uk)

³ [Have your say on South Kesteven District Council's strategy to tackle climate change \(stamfordmercury.co.uk\)](http://www.stamfordmercury.co.uk)

- To reduce the carbon footprint of the Council by at least 30% by 2030 and
- To achieve net zero carbon as soon as is viable before 2050

14. When asked if they supported these commitments, most respondents (124 or 72.9%) said that they did, as illustrated in the chart below:

Q1. Do you support these commitments to act on climate change?

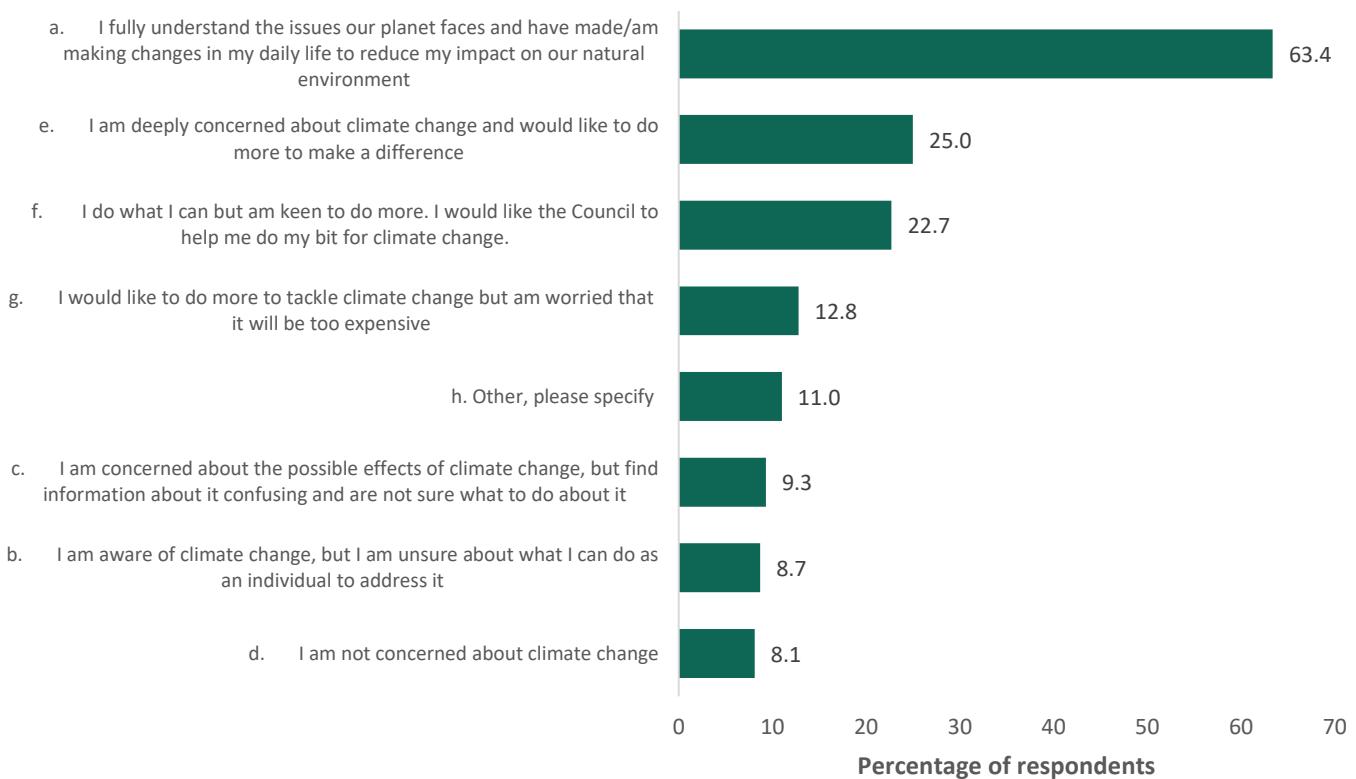


15. If respondents answered no or don't know/not sure, they were given the opportunity to explain why. An analysis of their comments revealed the following broad themes:

- Those who do not think climate change is happening
“It’s all nonsense. Don’t believe the climate change narrative.”
- Those who believe in climate change but don’t think the targets are ambitious enough
“They are not ambitious enough in terms of goals and dates”
- Those who object to the Council committing to tackling climate change on the grounds of cost
“because it costs too much money”

16. Respondents were then asked to pick the statement(s) which most closely resembled their stance or position on climate change. The choices ranged from “I am not concerned about climate change” through to “I fully understand the issues our planet faces and have made/am making changes in my daily life to reduce my impact on our natural environment”. The percentage of respondents choosing each of the seven statements is illustrated in the graph below:

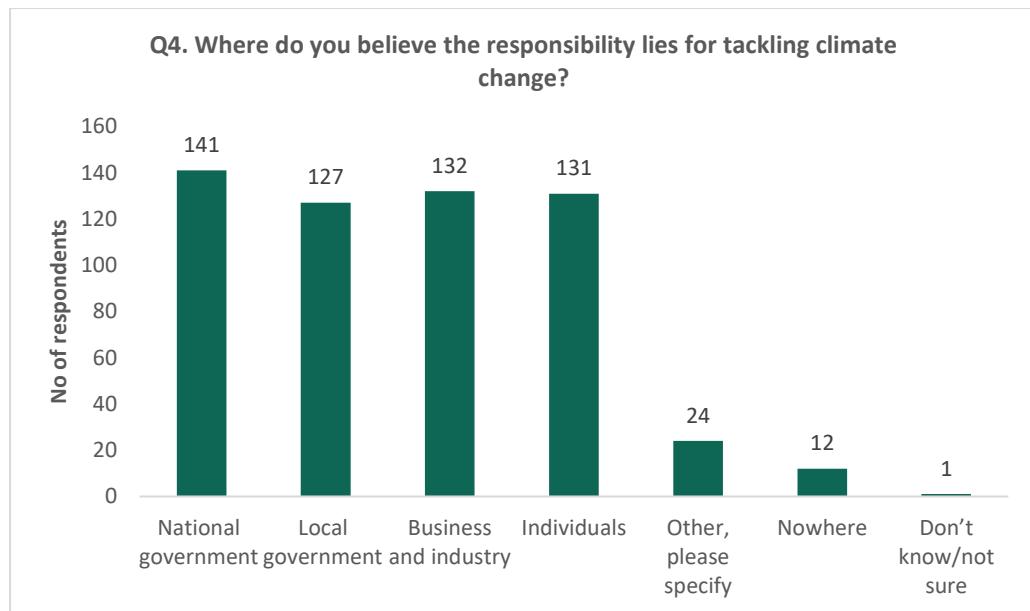
Q3. Which of the following statements most closely describe your position on climate change?



17. The most popular choice was the statement which included a commitment to changing behaviour to protect the environment. Two thirds of respondents (109 or 63.4%) chose this option. The next most popular choice illustrated a commitment to want to do more. (43 or 25%) There was also support for the Council to do more to help (39 or 22.7%). Perhaps not surprisingly, given the current cost of living crisis, costs were also a factor – chosen by one in ten responding (22 or 12.8%).

18. Nineteen respondents (11%) chose other. Some were frustrated and deeply concerned that not enough is being done, others were worried but thought there was little point unless there is global commitment.

19. When asked to say where they believe the responsibility lies for tackling climate change, the responses were interesting. Most respondents thought that the responsibility lay equally with both local and national government, businesses, and individuals. This is illustrated in the bar chart overleaf:



20. The second section of the survey asked respondents to comment on the content of SKDC's Climate Action Strategy. Respondents were informed that the strategy includes a three-part framework for action to reduce carbon emissions which have been categorised into:

- short term targets (2023 to 2025)
- medium term targets (2025 to 2030)
- Longer term targets (2030 and beyond)

21. They were also told that there are three main areas of focus:

- To continue to reduce carbon emissions from council activities
- To work in partnership with district wide stakeholders to achieve net zero carbon
- To adapt to the impacts of climate change at a local level

22. When asked if they agreed with these areas of focus, just over three quarters of respondents said that they did. (128 or 76.2%). 40 respondents (23.8%) answered no or don't know/not sure and were given the opportunity to say why. An analysis of their comments revealed the following broad themes:

- Those requesting that the targets included in the strategy are SMART⁴

"The plan must include specific and measurable targets with a specified time."

- Those wanting to see more of an emphasis on adaptation as well as mitigation

"But report doesn't deal much with adaptation."

⁴ Specific, Measurable, Achievable, Realistic and Timely

- Those requesting more of a focus on actions which can be undertaken by individuals and households too

“Maybe individual households”

23. When asked if they thought South Kesteven District Council’s draft Climate Action Strategy provides enough information about the challenges posed to residents and the district by a changing climate, just under half (66 or 45.8%) thought that it did. Over a third of respondents (51 or 35.4%) didn’t think that it did, with the remainder choosing to answer don’t know/not sure. This is perhaps not surprising given the number of comments received in relation to the targets that have been set and how they need to be more challenging.
24. When asked what else they would like to see, there was a lot of support for providing a smaller and more concise document -summarising the Council’s approach. Participants also wanted to see more detail on how targets will be achieved and more emphasis on the challenges and dangers posed by climate change.

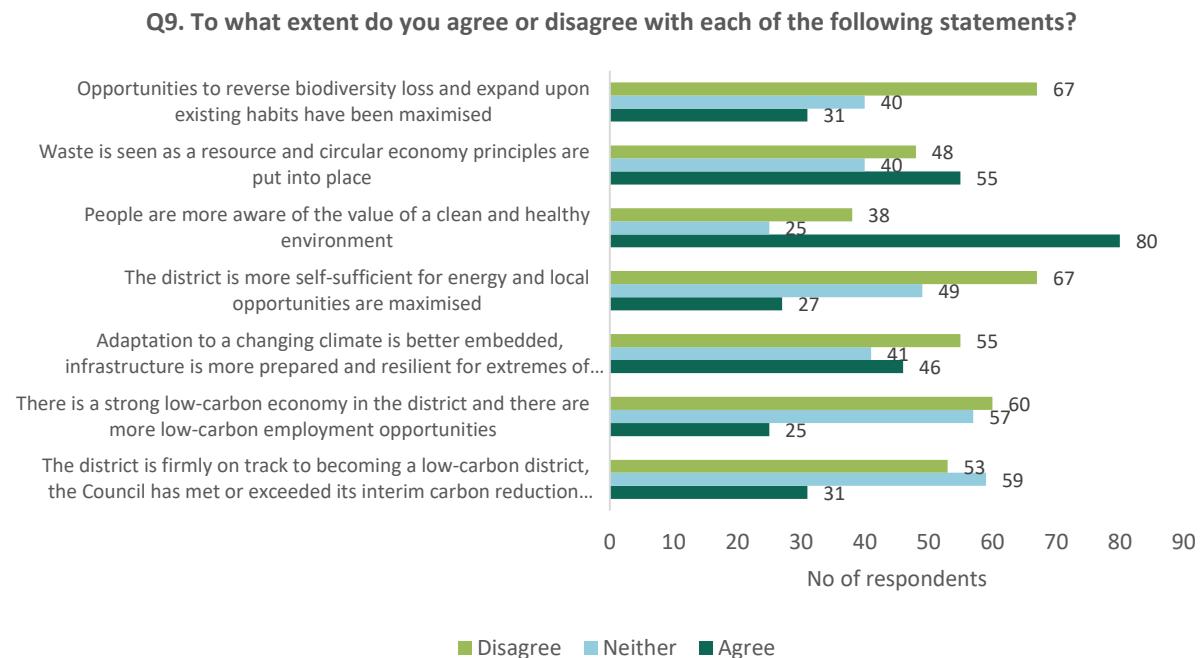
“The strategy is not targeted enough. It is far too long and muddled”

“More info on carbon reduction targets”

“there are only a few lines that talk about the challenges and dangers we face through climate change”

25. Seven statements were included in the strategy. These set out SKDC’s vision for 2030 with respect to climate action. Respondents were asked the extent to which they agreed or disagreed with each.
 - The district is firmly on track to becoming a low-carbon district, the Council has met or exceeded its interim carbon reduction target
 - There is a strong low-carbon economy in the district and there are more low-carbon employment opportunities
 - Adaptation to a changing climate is better embedded, infrastructure is more prepared and resilient for extremes of weather
 - The district is more self-sufficient for energy and local opportunities are maximised
 - People are more aware of the value of a clean and healthy environment
 - Waste is seen as a resource and circular economy principles are put into place
 - Opportunities to reverse biodiversity loss and expand upon existing habits have been maximised

26. The responses to this question were interesting. There were more respondents who disagreed with the statements reflecting specific actions and outcomes than agreed with them. This might be because they weren't convinced that the statements could be achieved. The two exceptions were waste being seen as a resource and people being aware of the value of a clean and healthy environment. This is illustrated in the graph below:



27. When asked if there was anything else they thought the strategy should include, several very constructive comments were received. They included comments on water security, targets, actions and deliverables, requests for more of an emphasis on mitigation and adaptation, and more information for individuals and households on how they can contribute. The importance of ensuring that the strategy is closely linked to SKDC's Local Plan – particularly in respect of any new development taking place – was also mentioned. These are illustrated in the quotes below:

“Water security and watercourses”

“I think there needs to be much clearer and specific targets with a clear route to achieving them”.

“SKDC needs to be making specific plans for climate change adaptation and resilience to protect its inhabitants from the serious challenges ahead (i.e., heat, drought, flooding and other predicted climate change emergencies).”

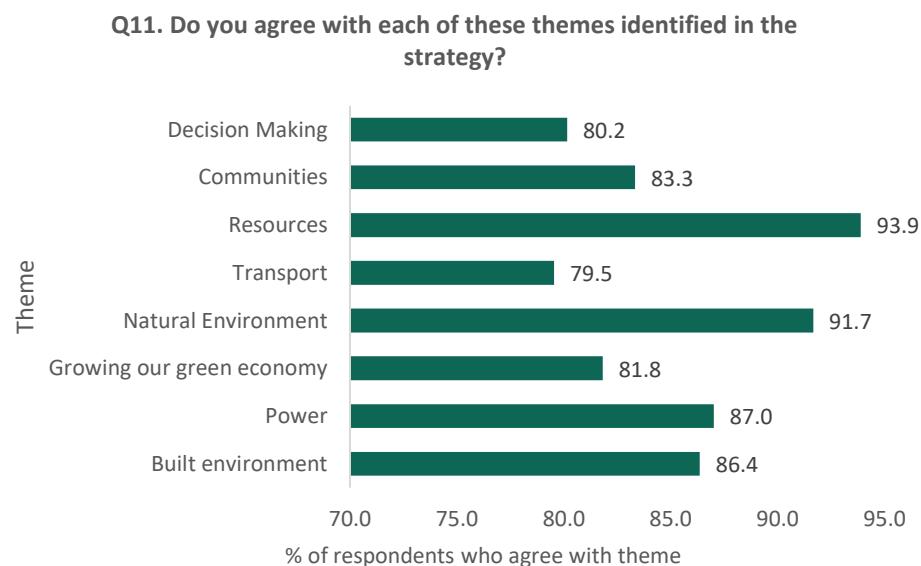
“Support individual efforts to reduce carbon use & generation, e.g., solar hot water and electricity generation on houses.”

“Use their planning powers to force changes in the construction industry with both new build and renovation planning.”

28. SKDC's draft Climate Action Strategy identified eight priority areas or themes to help address climate change and adapt to the impacts of a changing climate. These are:

- **Built Environment** - To lead local action on improving home energy efficiency, embed low carbon principles into new developments and to make public buildings more efficient
- **Power** - To deploy renewable energy for Council properties, facilitate wider renewable energy opportunities for the district and to support energy efficiency opportunities
- **Growing our green economy** - To boost the number of low carbon businesses in South Kesteven, provide support for skills for a low carbon economy and ensure the Council uses its purchasing power to help deliver the benefits of net zero
- **Natural Environment** - To manage Council owned green spaces to benefit wildlife, support tree planting and biodiversity projects, and help to deliver improvements in wild habitats for new developments
- **Transport** - To work to embed public transport and active travel for everyday journeys and ensure South Kesteven has a high-quality network of electric vehicle charging points
- **Resources** - To support a reduction in waste produced in South Kesteven and boost waste reused, recycled or composted
- **Communities** - To communicate and engage with the South Kesteven community on climate change and adaptation to a changing climate, and develop policies and projects which provide a fair transition, ensuring that no resident is left behind
- **Decision making** - To ensure the Council responds to climate change in all areas of service delivery, and reviews where finance can be raised to deliver key projects within the district

29. There was strong support for each of these themes. The graph below shows the percentage of respondents who agree with each of them:



30. When given the opportunity to mention any other priority areas they thought the strategy should include, the following additions were suggested:

More emphasis on walking and cycle routes, and better public transport – particularly in rural areas

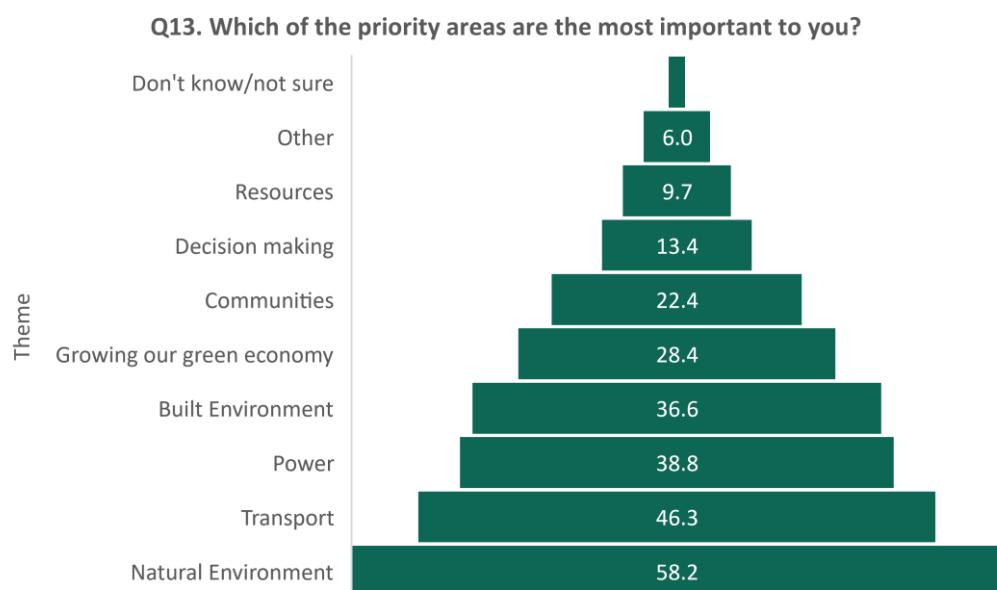
“Encourage cycling as a form of local transport.”

“Making public transport more accessible to rural villages”

Taking steps to reduce reliance on animal agriculture

“a shift away from meat and dairy should be a big area of focus”

31. Keen to establish if there was any difference in how respondents viewed each of the priorities, they were then asked to choose which they thought were the most important. Given instructions to choose at least one but no more than three, the percentage of respondents choosing each of the themes is illustrated in the chart below:



32. This provides a clear view of what respondents think is important.

33. When asked what they thought the Council should focus on going forward, the themes were similar to those that have been expressed previously. These include ensuring new developments are carbon neutral, educating individual households on how they can contribute, and protecting green spaces. Examples of the comments made are listed below:

“I would like to see more done in terms of making sure yay approved new developments are carbon neutral”

“...also help educate local residents on how to use less processed foods, so that there is less packaging, healthier lifestyles, more into compost bins than waste bins....”

“Not building on green fields”

34. When asked if they thought that as well as helping district residents adapt to the impacts of a changing climate, South Kesteven District Council should also develop local solutions to reduce carbon emissions, three quarters of respondents (96 or 74.4%) agreed with this approach. Suggestions included a community plan which sets out the lifestyle changes people should expect and a focus on local energy initiatives.

35. Respondents were given one last opportunity to raise any additional observations they might have about the Climate Action Strategy. The word cloud below shows the key concepts they raised.



WordItOut

Demographics

36. To see how representative those who responded to this consultation were of the stakeholders asked to participate in this consultation, respondents were asked to supply some demographic information. Of those who chose to answer this question, most were residents (116 or 90.6%). There were also responses from those representing various organisations and community groups with an environmental focus (16 or 12.5%), as well as parish, district and county councillors (18 or 14.1%).⁵

37. A slightly higher proportion of males responded to this survey than females (64 or 50.4% compared to 55 or 43.3%). Comparing these results to those of the district's population⁶ revealed that the sample is broadly representative in terms of gender as illustrated in the table below:

Gender	% (sample)	% (Popln)	Weight
Male	53.8	48.0	1.1
Female	46.2	52.0	0.9
Total	100.0		

38. The majority of responses were received from people aged between 35 and 74 (110 or 85.9%). Only a handful of responses were received from those under 35 (4 or 3.2%). This should be kept in mind when looking at the results. An effort should be made to engage with younger people.

39. The table below shows where responses to this consultation were received from. Most responses were from the urban areas of NG31, PE9 and PE10. There were no responses from the rural area of the district NG23.

Postcode	Number	%
NG23	0	0
NG31	30	23.4
NG32	5	3.9
NG33	5	3.9
NG34	5	3.9
PE6	6	4.7
PE9	51	39.8
PE10	17	13.3
Prefer not to say	6	4.7
Other, please specify	3	2.3
Total	128	100.0

⁵ Please note respondents could tick more than one option. % has been calculated on total number of responses

⁶ Based on ONS population estimates 2023 - total =145,558. M 69901 F 75657

Conclusion

40. The feedback from this consultation has been extremely constructive. Whilst broadly supportive of the themes, areas of focus and priorities, some respondents thought there were some areas which were far too important to have not been included. These included a focus on what individual households can do to contribute towards targets, and much more of an emphasis on adaptation and mitigation. Quite a few thought that the strategy needed to be shorter, with more of a focus on outcomes and targets which are specific and measurable.
41. This is reflected in the answers to the question which asked respondents if they thought the Climate Action Strategy provided enough information on the challenges posed by climate change. Whilst just under half (66 or 45.8%) thought that it did, over a third of respondents (51 or 35.4%) didn't, with the remainder choosing to answer don't know/not sure.
42. Members are asked to note the results of this consultation and approve changes to the Climate Action Strategy which address the comments and concerns of respondents.

Prepared by Deb Wyles
Communications and Consultation
18 September 2023

South Kesteven Climate Action Strategy

Our vision, aims and high level ambition to mitigate and adapt to climate change for our District

Updated October
2023



Appendix B



SOUTH
KESTEVEN
DISTRICT
COUNCIL

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Executive summary

The Climate Action Strategy lays out how we can respond as a Council to the global issue of climate change at a local level, and provides a clear place-based vision for South Kesteven's approach to climate change. The strategy covers climate change mitigation as well as considering adaptation to living in a warmer world.

The aspiration is to ensure opportunities to reduce carbon emissions are pursued at every stage, securing the wider benefits to society, economy and the environment.

Climate change is a challenging and cross-cutting issue, and the Climate Action Strategy does not propose an exhaustive list of all the actions required to respond. The document sets out our role as a Council in leading, shaping and enabling local responses to a global issue.

Purpose of the Strategy

- The Climate Action Strategy sets out ambitions for the wider district regarding climate change. The purpose of this Strategy is to provide a framework for action for South Kesteven to reduce carbon emissions and safely adapt to the unavoidable impacts of climate change.

Building on current strategy, including South Kesteven District Council's Corporate Plan and ongoing work to reduce Council carbon emissions, the Climate Action Strategy will provide a significant step forward in helping to address a range of systemic challenges that are seen in South Kesteven.

Format of the Strategy

The Climate Action Strategy is broken down into two stages: firstly, this document establishes the context for climate action within South Kesteven, including local opportunities and barriers, and proposed a framework of eight areas to focus upon. With this framework in place, a subsequent detailed action plan will be taken forward and act as a live project list with ownership at all levels across South Kesteven District Council.

Timescales

The Climate Action Strategy proposes a three part framework for action: short term (2023-2025), medium term (2025-2030) and longer term (2030 and beyond). This timeframe reflects the Council's own aspiration to reduce carbon emissions from Council operations by at least 30% by 2030.

Scope

The Climate Action Strategy proposes a framework of eight key themes to target, each with a consideration of key aspects in terms of climate change, carbon reduction and adaptation to living in a warmer world. The implications for carbon removal and offsets are also considered.



South Kesteven at a glance





Climate change context

Climate change is driven by the impact of human activity on the earth's atmosphere. Global changes in the earth's average temperature have been rapidly increasing, linked to the accumulation of carbon dioxide (CO₂, also referred to interchangeably in this document as carbon) and other greenhouse gases. The world is now about 1 C warmer than it was in the 19th century, and the amount of CO₂ in the atmosphere has risen by 50% as of 2022¹.

The UK is set to experience a further 0.5°C increase in average annual temperature by 2050, even under ambitious global scenarios for cutting carbon emissions. Failure to significantly reduce carbon emissions would mean average temperatures increase even further. The general impact this will have on the UK is expected to be warmer and wetter winters, hotter and drier summers, and the increased likelihood of disruptive extreme weather-driven events.

114 The issue for South Kesteven

South Kesteven both contributes to the effects of climate change through carbon emissions and is impacted at a local level by a changing climate. At a local level, the main impacts projected for the East Midlands area include flooding, droughts and water shortages, and periods of prolonged overheating.

It is clear we are already feeling the effects of a changing climate, both at home and further afield. The UK record for the highest ever temperature recorded was broken on 19th July 2022 at Coningsby, Lincolnshire, with a temperature of 40.3°C.

Further impacts of climate change are likely to include:

- Heatwaves which become more frequent, more prolonged and more extreme
- Periods of drought from low seasonal rainfall
- Surface water flooding from more severe rainfall events and flooding from watercourses
- Disruptive weather including storms and hail
- Increased risk of cold snaps

Being able to adapt to these expected impacts of climate change is fundamental. The risks and opportunities presented by climate change in England are explored further detail at Appendix A.

Global, national and local agreements on climate change

The world faces a huge challenge to address climate change, but there are solutions to rapidly slow carbon emissions. The Paris Agreement, adopted at COP21 in Paris in 2015, represented the first successful global effort to curb greenhouse gas emissions. The main aim of the agreement is to pursue efforts to limit warming to 1.5 C and work to ensure the overall increase in global temperature does not exceed 2 C, recognising that the disruptive impacts resulting from a changing climate are expected to get progressively worse as temperature passes that threshold.

In 2019, the UK Government set out a target to achieve net zero greenhouse gas emissions across the whole UK by 2050. This commitment, legally enshrined by the Climate Change Act (2008)² means the UK now has less than 30 years to completely decarbonise its economy. Further detail on targets set by the UK government to meet net zero by 2050 are included at Appendix A.

While significant progress has been made since the agreement in 2015, alarmingly these efforts remain insufficient to limit global temperature rise by 1.5 C. UNFCCC published an analysis of global commitments to emission reduction in October 2022 and found combined climate pledges could put the world on track for 2.5 C of warming by the end of this century³.

To the end of 2022, over 75% of UK local authorities have declared a climate emergency. Across the country, councils are taking urgent action in their local areas to combat the negative impacts of climate change and to reduce carbon emissions towards the UK government's carbon targets.

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What changes do we need to see?

The Committee on Climate Change produced a report ahead of the UK's formal adoption of the 2050 net zero target. Within this, they suggest scenarios which would unlock society wide carbon emissions reductions⁴.

These include:

- Resource and energy efficiency – comprehensively reducing waste and reducing demand for energy across the economy
- Electrification – particularly of transport and heating, supported by a major expansion of renewable and low carbon energy generation
- Hydrogen development – where there are energy intensive demands in industrial processes or long distance HGVs and shipping, hydrogen could service some of that demand
- Carbon capture and storage – for industry and for residual emissions
- Land use changes – altering the emphasis towards carbon storage and biomass production for fuel, accelerating the creation, restoration and enhancement of natural habitats, particularly through tree planting and peatland restoration
- Behaviour changes across society – especially those that lead to a lower demand for carbon-intensive activities, for example a greater shift towards healthier diets and a reduction in consumption of beef, lamb and dairy products

1 Carbon dioxide now more than 50% higher than pre-industrial levels | National Oceanic and Atmospheric Administration (noaa.gov)

2 The Climate Change Act 2008 (2050 Target Amendment) Order 2019 (legislation.gov.uk)

3 Climate Plans Remain Insufficient: More Ambitious Action Needed Now | UNFCCC

4 Net-Zero-The-UKs-contribution-to-stopping-global-warming (2).pdf



Climate Action Strategy outline

South Kesteven District Council climate emergency declaration

On 26 September 2019, South Kesteven District Council formally declared a climate emergency, recognising the urgent need to accelerate carbon emissions reductions, and the fundamental role that local authorities can have in leading, shaping and enabling local action.

South Kesteven District Council also set the target to reduce the organisation's carbon footprint by at least 30% by 2030 and to endeavour to become net-zero carbon as soon as viable before 2050. The response also recognised the much more far-reaching impact of the Council's community leadership role to reduce South Kesteven's carbon footprint, through engagement with residents, businesses, and other public sector organisations.

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The vision

By 2030, our vision for South Kesteven is that:

- Buildings across South Kesteven have high energy efficiency, reduced dependence on fossil fuel heating systems and are better adapted to the impacts of climate change

- South Kesteven has increased renewable energy generation and is more self-sufficient for energy
- South Kesteven has a strong low-carbon economy and there are more low carbon employment opportunities
- Wildlife habitats are valued, maintained, enhanced and created in South Kesteven and biodiversity is restored
- Emissions from transport are reduced throughout South Kesteven and there are more flexible and low carbon travel options
- Waste is valued as a resource and circular economy principles in practice, water efficiency and management is improved
- People are more aware of the value of a clean and healthy environment and we are better adapted to a changing climate and extremes of weather
- Climate and net zero considerations are fully embedded within South Kesteven District Council's decision making at every level



The ambition

In order to play our part in meeting national net zero targets, it is recommended to follow a science based target and aim for a net zero carbon position for the district by 2041. The target is based upon modelling produced by the Tyndall Centre for Climate Change, widely adopted by many local authorities. This is explored further in the Carbon budgets section.

Purpose of document

The Climate Action Strategy aims to formally set out ambitions for the wider district regarding climate change. The purpose of this Strategy is to provide a framework for action for South Kesteven to reduce carbon emissions and safely adapt to the unavoidable impacts of climate change.

Whilst taking account of South Kesteven District Council's Corporate Plan and existing work to reduce Council carbon emissions, the strategy will provide a significant step forward in helping to address a range of systemic challenges that are posed to South Kesteven.

The Climate Action Strategy supports South Kesteven District Council's declaration of climate emergency and reflects the authority's leadership role to reduce carbon emissions through work with residents, businesses, and other public sector organisations. The Climate Action Strategy will outline the main sources of carbon emissions within the district of South Kesteven, and outlines what role South Kesteven District Council can have to reduce them.

Achieving carbon reductions beyond our own operations will require close collaboration and action from residents, businesses, community groups and many other organisations. This Strategy will set out our approach for engaging with these groups to support, influence and facilitate change.

Focus of the Climate Action Strategy

1. Continue to reduce the carbon emissions from our own council activities
2. Support and facilitate partnership working of stakeholders throughout South Kesteven and Lincolnshire to achieve net zero carbon in the district
3. Adapt to the impacts of climate change at a local level



Framework for Action

South Kesteven District Council policy

The Climate Action Strategy is aligned with and supports the Council's existing policies and strategies.

Corporate Plan themes

-  Growth and our Economy
-  Housing that Meets the Needs of all Residents
-  Healthy and Strong Communities
-  Clean and Sustainable Environment
-  High Performing Council

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FIGURE 1: CURRENT AND DRAFT RELEVANT POLICY AND STRATEGY FOR SOUTH KESTEVEN

Corporate Plan 2020-2023

The Corporate Plan 2020 – 2023 provides the context for the Council's decision making. It sets out our vision for the district, as the 'best in which to live, work, and visit' and our priorities for achieving this. Delivering a Clean and Sustainable Environment is a key strategic priority of the Council. The plan commits the Council to reduce its carbon footprint by at least 30% by 2030 and endeavour to become net-zero carbon as soon as viable before 2050.

State of the District 2023

State of the District is an annual report on the society and economic performance of the district of South Kesteven, including an assessment of the district's carbon emissions by sector and intensity. The report provides part of the evidence base that informs the Corporate Plan and the other policies, strategies and initiatives actioned by the Council.

61 The Local Plan 2011-2036

The Local Plan provides the spatial framework for guiding development and change across district. The plan is underpinned by a commitment to the principles of sustainable development. All developments shall consider how they can proactively minimise the impacts of climate change in their design, construction and use.



Draft South Kesteven Economic Development Strategy 2023–2028

The draft Economic Development Strategy provides the framework for the promotion and delivery of investment, job creation and growth in the district. The strategy will explore the development of a low carbon circular economy and commit to promoting the green economy within South Kesteven and utilising economic development to increase the adaptive capacity of communities in preparation for climate change hazards.

Draft Housing Strategy for South Kesteven

The Housing Strategy is overarching for all of the Council's housing policies and works alongside the Council's Local Plan. It will provide the vision for how housing across the district will be developed and maintained and how households will be supported.

Draft Lincolnshire Health and Wellbeing Strategy

This county-wide strategy sets out five main areas where councils are able to influence in order to maximise positive health and wellbeing outcomes for residents, with clear links to a healthy environment.

Air Quality Management Area and Action Plan for Grantham

South Kesteven District Council declared an Air Quality Management Area in 2013, covering the main roads in the town centre of Grantham. The main source of air pollution derives from the volume of vehicle traffic travelling through the area. An Air Quality Action Plan sets out a number of areas to influence a reduction in air pollution in the area.

Corporate Asset Management Strategy 2022-2027

The Corporate Asset Management Strategy provides the framework for the management of the Council's estate and property portfolio (excluding the housing assets). The strategy contains a commitment to reduce the Council's carbon footprint by making investments in our assets that match commitment to meeting net zero, and identifying whether every investment can achieve net zero in its operation by 2030.

Carbon Footprint & Reduction Opportunities

This report was produced by the Carbon Trust on the carbon emissions of the Council. The document acts as the de-facto Carbon Management Plan for the decarbonisation of the Council's operations with the target of a 30% reduction in the organisations footprint by 2030 and achieving net zero as soon as viable before 2050.

Draft Housing Revenue Account Business Plan

The Housing Revenue Account (HRA) is a ring-fenced account separate from the Council's General Fund that contains the income and expenditure relating to the management and maintenance of its housing stock. The draft HRA Business Plan, currently under development, will make links to current work to retrofit and improve the energy performance of Council owned properties and set out priorities, plans and actions for council housing over the next 30 years.

Tree guidelines for the management of trees within South Kesteven District

Sets out the Council's approach around management of trees within the district. This includes consideration of how to manage trees on Council owned open spaces, and duties around privately owned trees including safety and Tree Protection Orders.



Timescales for action

In order to ensure sustained action, this plan proposes to cover the period to 2030, aligning with South Kesteven District Council's declared target for carbon reduction. Ambitions and projects which deliver on those (to be detailed in the subsequent Climate Action Plan) are split into immediate short term goals, medium term aims and longer term projects. It is expected the Climate Action Strategy will be periodically refreshed to match action set out in the Climate Action Plan.

Raising finance

In order to fund and sustain necessary action on climate change, a thorough consideration of the role of finance is critical.

Local government has a key role to play in resourcing the low carbon economy. Projects could be delivered through direct funding awarded by central government, as is the case for the current Home Energy Upgrade Scheme. Sources of funding are also available for activities such as decarbonisation of public buildings and social housing. It is essential that the Council continues to attract grant funding in order to deliver on key climate change schemes.

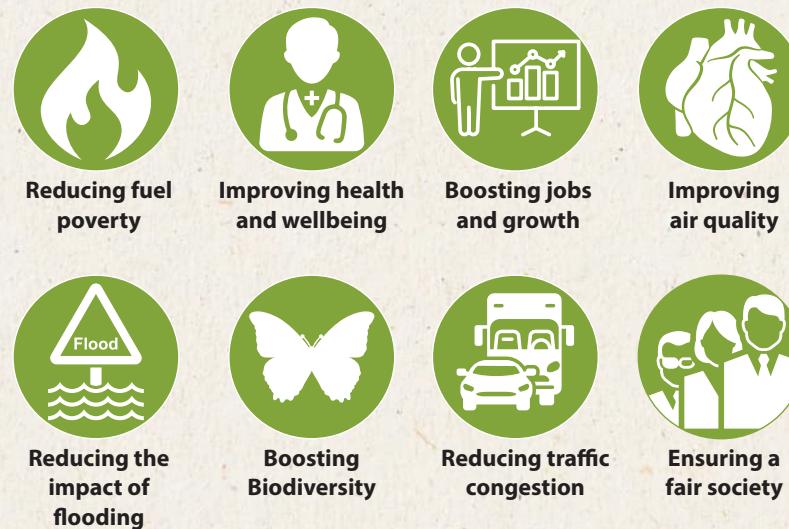
The role of raising wider funding also needs to be considered, yet councils are dependent on new powers being granted in order to raise money for key projects which deliver a community benefit. The current ability and capacity

of the council to raise finance for projects will be reviewed as part of the development of the Climate Action Plan.

Co-benefits of tackling climate change

Through our eight identified themes, we outline the multiple co-benefits of pursuing action in each area. We recognise that, beyond carbon emissions and adaptation to climate change, many of the actions needed will also provide wider benefits for people, growth and the environment. By tackling congestion in our urban areas we can improve air quality, and by delivering high quality retrofitted properties we can address fuel poverty and the poor health outcomes of living in cold and damp homes.

We have mapped out eight key co-benefits of action:



Themes

Eight key themes have been identified, reflecting the broad scope of work needed to effectively address climate change for South Kesteven.

BUILT ENVIRONMENT



POWER



GROWING OUR GREEN ECONOMY



NATURAL ENVIRONMENT



TRANSPORT



RESOURCES



COMMUNITIES



DECISION MAKING





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Built Environment

Co-benefits



Reducing fuel poverty



Improving health and wellbeing



Boosting jobs and growth

Our vision

Buildings across South Kesteven have high energy efficiency, reduced dependence on fossil fuel heating systems and are better adapted to the impacts of climate change

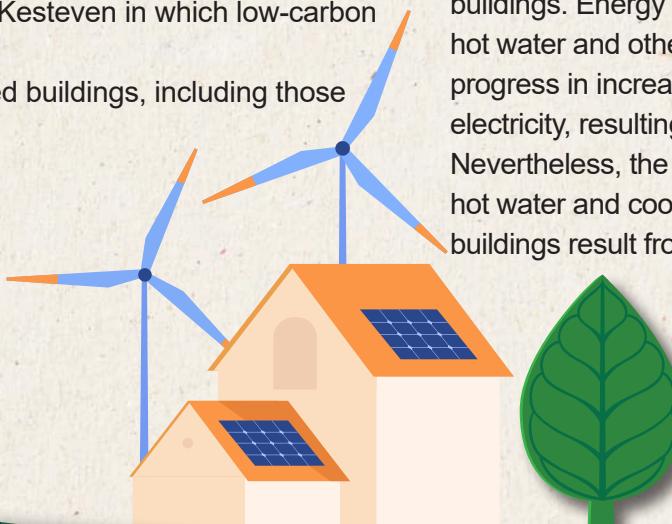
The Built Environment is a central tenet of climate action. Buildings are currently responsible for more than 40% of global energy use, and one third of global greenhouse gas emissions. South Kesteven is in line with this global pattern: in 2020, Domestic, Industrial, Commercial and Public Sector buildings accounted for 40.5% of overall reported greenhouse gas emissions.

As one of our defined themes, Built Environment interacts with other themes, principally under Power for considerations of energy supply and use to buildings, as well as Transport for links for existing and new developments and Resources regarding considerations of build materials and embedded carbon.

Ambitions

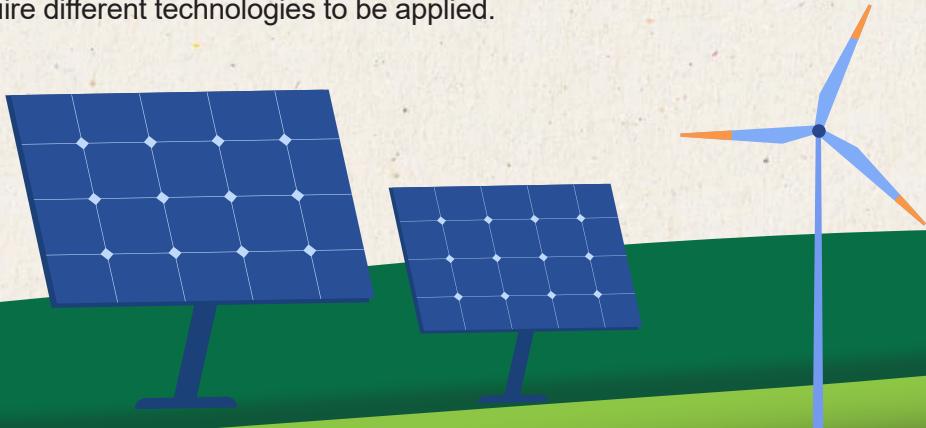
- Lead local action to deliver high quality retrofit of domestic properties, across tenure types
- Help to deliver new developments in South Kesteven in which low-carbon principles are embedded
- Continue to decarbonise public sector owned buildings, including those owned by South Kesteven District Council

Decarbonising buildings is a fundamental challenge. In order to meet the national net zero goal, carbon emissions produced in heating and powering our homes urgently need to be addressed for our homes, workplaces and public buildings. Energy use in buildings is used for heating and cooling, cooking, hot water and other energy-using applications. The UK has made significant progress in increasing the proportion of renewable sources of energy to produce electricity, resulting in rapid decarbonisation of the national supply of electricity. Nevertheless, the majority of buildings still rely on fossil fuel energy for heating, hot water and cooking. As a result, the vast majority of carbon emissions from buildings result from heating: 79% of overall building emissions⁵.



The UK has a number of challenges to decarbonise the building stock of the country. Britain has the oldest housing stock in Europe, a fifth of dwellings were constructed prior to 1919 and still form the backbone of our urban areas today⁶. Despite the immense cultural and historic value of our building stock, this presents a serious challenge in reducing heat loss and more broadly making them healthy, safe and suitable for the future. Of the UK's 28 million households, there are approximately 17 million properties below EPC band C. In order to cost effectively decarbonise heating, most or all of these buildings will need to be addressed before 2050.

The UK's housing stock is also changing very slowly over time, and it is clear that the current challenges we face cannot be addressed alone by substantial replacement by newbuild. Retrofitting existing dwellings will be the backbone of decarbonisation and of climate adaptation actions in the next decades. It must also be recognised there is no one-fits-all solution for retrofitting buildings effectively. In order to deliver on decarbonisation and also address issues of damp in buildings, health of inhabitants and reducing overall energy demand, every property upgraded must be considered on a case-by-case basis. In order to meet the needs of our diverse housing stock, the path to net zero therefore will require different technologies to be applied.



5 Final UK greenhouse gas emissions national statistics: 1990 to 2020 - GOV.UK (www.gov.uk)

6 The-Housing-Stock-of-the-United-Kingdom_Report_BRE-Trust.pdf (bregroup.com)

New developments will also need to adapt to meet the challenge of decarbonisation. The UK government has affirmed commitment to building around 300,000 new homes a year by the mid 2020s in England⁷. It is expected that the government's Future Homes Standard⁸, to be affirmed into law in 2025, will require new build homes to be future proofed with low carbon heating and improved energy efficiency. Particularly, it is expected that there will be a ban or rapid phase out of gas boilers installed in new developments from 2025 onwards, and alternative technologies such as heat pumps and heat networks will need to play a key role in heating new buildings, which have a lower heating demand through design. Building low carbon heat into new builds from the outset will ensure these buildings do not need to be retrofitted later to meet national net zero targets.

Buildings off the gas grid are of particular consideration for decarbonisation. There are over 4 million homes in Great Britain⁹ and over 278,000 non-domestic buildings¹⁰ that are in areas off the gas grid. South Kesteven is a predominantly rural area which is reflected in building heating fuel source. The district is estimated to have in 2020 around 22% of properties with no connection to gas for heating, compared to a national average of 14%¹¹. These buildings employ other methods for primary heating: and can be homes with oil, LPG and coal or solid fuel boilers or electrically heated through storage heaters or direct electric heating. The former group have high carbon emissions from heating systems and often contribute to poor air quality in the form of

particulate matter from combustion. The latter group of electrically heated properties often have ageing, inefficient systems, leading to great expense for the inhabitant to heat satisfactorily and contribute to accelerated energy demand. The government's national Heat and Buildings Strategy outlines off-gas homes as a clear opportunity for decarbonisation in the form of heat pumps, and greater application of communal heating via a heat network¹².

The potential for buildings to overheat in summer months also must be a more prominent consideration for the built environment. Energy efficiency measures, when installed incorrectly or without the appropriate adaptation measures, can exacerbate summer overheating. New developments need also to take account of the increased likelihood of extreme heat in summers. Overheating in new and refurbished homes can be addressed through passive cooling measures including better shading, reflective surfaces and green cover. Addressing building overheating through passive measures is of particular importance as it is anticipated in a warmer future for the demand for cooling to increase. Improving energy performance, both by sensitive retrofit of existing buildings and by integration of appropriate features into new developments, is key to future proofing the built environment and minimising carbon emissions.



There will be a greater role for energy planning and mapping for decarbonisation. The Heat and Buildings Strategy recognises the value of local authorities leading the process of energy planning at the local level, maximising existing knowledge of the built environment and partnerships with key local stakeholders including utilities, highways, other public sector bodies, the social housing sector, businesses, industry and developers.

In light of the current cost of living crisis and focus on the escalating cost of energy across all sectors, there is a renewed call for action to reduce energy used in buildings and simultaneously decarbonise. The UK Government recently confirmed its target to reduce buildings and industry energy demand by 15% by 2030 (relative to 2021)¹³. To make this ambition a reality, £6 billion of new government funding to back this target will be made available from 2025 to 2028. This is in addition to the £6.6 billion of existing funding through Help to Heat Schemes including the Social Housing Decarbonisation Fund, Home Upgrade Grant and Local Authority Delivery Scheme.

South Kesteven District Council secured £1.2m of funding to deliver energy efficiency upgrades to homes within the district.



Current activities from South Kesteven

■ Home Energy Upgrade Scheme (LAD/HUG)

- o South Kesteven District Council secured £1.2m of funding to deliver energy efficiency upgrades to targeted homes within the district. The core aims of the scheme are to alleviate fuel poverty alongside reducing carbon emissions associated with energy used in domestic properties.

■ Energy efficiency upgrades completed to 152 Council owned properties

- o A programme funded via the Green Homes Grant allocation to local authorities has delivered upgrades to heating systems. To date, 152 properties have received upgrades to low-carbon heating systems, which will make homes warmer and reduce energy costs for tenants. These properties, with no connection to the gas supply grid, were heated with inefficient storage heaters or solid fuel systems, and as a result are typically more expensive to run and have a higher than average carbon footprint. Upgrades will see an improvement in the property's Energy Performance Certificate.

■ Embedding climate change and carbon reduction through the Local Plan review

- o The current Local Plan Review (2041) will enable necessary updates of evidence and relevant national Planning guidance, including local implications of climate change for South Kesteven. The outcomes of the work will enable SKDC to make evidence-based decisions on Local Plan policy.

7 Building_the_homes_the_country_needs.pdf (publishing.service.gov.uk)

8 Heat in Buildings - GOV.UK (www.gov.uk)

9 Sub-national estimates of properties not connected to the gas network - GOV.UK (www.gov.uk)

10 Non-domestic National Energy Efficiency Data-Framework (ND-NEED), 2020 - GOV.UK (www.gov.uk)

11 Sub-national estimates of properties not connected to the gas network - GOV.UK (www.gov.uk)

12 HM Government – Heat and Buildings Strategy (publishing.service.gov.uk)

13 Government joins with households to help millions reduce their energy bills - GOV.UK (www.gov.uk)

To date, 152 properties have received upgrades to low-carbon heating systems, which will make homes warmer and reduce energy costs for tenants.



Power

Our vision

South Kesteven has increased renewable energy generation and is more self-sufficient for energy

Co-benefits



Reducing fuel poverty



Boosting jobs and growth

This policy area considers how we generate, store and consume power. Power interacts with many other areas, including Transport for considerations of provision of infrastructure for electric vehicles, and Built Environment for considerations of energy supply and use to buildings.



The carbon intensity of the national supply of electricity has reduced by over 40% in the last 5 years¹⁴, due to the large-scale integration of renewable energy, displacing generation from fossil fuels. Renewable energy generation capacity is now six times greater in 2020 than it was in 2010¹⁵, thanks to the contribution of off and onshore wind, solar, bioenergy and hydropower.

Ambitions

- Identify and deploy renewable energy solutions where viable for SKDC properties
- Drive partnership opportunities to support and encourage renewable energy generation in the district and unlock green growth
- Support energy efficiency opportunities across the board to reduce overall energy demand



The global drive to reach net zero by 2050 will also mean we are likely to be using more electricity than ever before in the coming years, as energy use switches away from fossil fuels. Additional demand will come as more homes rely on electrically driven heat pumps, and as electric vehicles become more predominant. It will be important to pursue opportunities at every turn to combat energy wastage and ensure energy efficiency is embedded.

Transmission and distribution of electricity from where it is generated to where it is used is a fundamental consideration in supporting the move towards decarbonised energy. Our electricity grid will need to be capable of transmitting more energy in the future, which requires significant upgrades across the network.



SKDC has previously installed solar PV on leisure centres in Grantham, Bourne and Stamford which provide energy used on site, reduce carbon emissions and generate income.

Reducing the amount of energy consumed to the lowest possible amount and addressing energy wastage is an obvious means of reducing carbon emissions. Across the Council's operations, the current Carbon Footprint and reduction opportunities report outlines several actions to reduce energy use from Council buildings¹⁶. The Council has delivered or is currently delivering projects to domestic properties to improve energy efficiency and switch heat to electric sources (as detailed in the Built Environment section). It is recognised that, alongside furthering these existing projects, the Council can have an important role in encouraging wider energy efficiency action, including through development that incorporates energy efficiency at the design stage and through co-ordinated engagement and communication with residents.

The development of renewable energy at every level will be important to drive local energy generation and provide a tangible contribution to national net



14 Final UK greenhouse gas emissions national statistics: 1990 to 2020 - GOV.UK (www.gov.uk)

15 Energy Trends: UK renewables - GOV.UK (www.gov.uk)

16 Carbon Reduction Action Plan Design v0.1 (southkesteven.gov.uk)

zero targets. SKDC has previously installed solar PV on leisure centres in Grantham, Bourne and Stamford which provide energy used on site, reduce carbon emissions and generate income. When future capital developments are considered by the Council, incorporating renewable energy and low carbon heating will be fundamental to meet our carbon reductions target. Maximising the potential for renewable opportunities for all other SKDC properties is an important next step towards our net zero targets.

In order to expand renewable energy potential at scale, unlocking small and large scale renewable projects throughout the district is necessary. The Council is currently undertaking an early review of its Local Plan, with the Local Plan review setting out the planning framework for the district over the next 20 years up to 2041. As part of this broader work, development of a policy for renewable energy is due to take place to set out expectations for new renewable developments.

Current activities from South Kesteven

■ Renewable energy generation for South Kesteven leisure centres

- Solar PV panels have been installed on leisure centres in Grantham, Stamford and Bourne since 2012. In total 600 panels across the centres generate an average of 150,000kWh of electricity which are used directly in the centres. The on-site generation helps to lower the overall electricity used by each centre.



Growing our green economy

Our vision

South Kesteven has a strong low-carbon economy and there are more low-carbon employment opportunities

Co-benefits



Reducing fuel poverty



Boosting jobs and growth



Ensuring a fair society

Ambitions

- Provide a supportive structure for skills and training for low carbon and net zero businesses
- Boost the number of low carbon businesses operating within South Kesteven and work towards becoming a regional hub for low carbon business
- Ensure Council procurement activity delivers local benefits for net zero



This theme considers the interactions between the economy and reaching net zero for South Kesteven. Growing our green economy interacts with many other areas, including Built Environment, Power and Transport for considerations around infrastructure, as well as Resources and Communities.

The net zero economy is the economic opportunity of the twenty-first century. Analysis by McKinsey has found that the supply of goods and services to enable the global net zero transition could be worth £1 trillion to UK businesses by 2030¹⁷. In the UK alone, in order to reach net zero carbon across the country by 2050, nearly 28 million homes and the premises of 6 million businesses will need to improve their energy performance including changes to lighting, heating systems, cooking and microgeneration. This needs to be underpinned by wider changes to our power system, development of alternative fuels, rollout of low-emission vehicles within the next 30 years.

Whilst taking steps towards the UK's target to reach net zero by 2050, the ongoing transition towards a zero carbon economy can bring benefits to the economy as a whole. Companies leading the way on net zero are now contributing more than £70 billion to the UK economy, which represents more than twice that of the energy sector¹⁸.

Boosting the net zero economy also represents a clear path to levelling up regions across the country. Research conducted by CBI Economics to measure the scale of the UK's net zero economy and geographic patterns found that economic activity associated with net zero is clustered outside of London, with hotspots found from Derbyshire to Leicestershire to Yorkshire and the Humber¹⁹.

Sub-sector	Definition
AgriTech	Companies developing technologies and services transforming traditional agricultural practices.
Building and building technologies	Companies providing technology and services for increased energy efficiency in buildings.
Carbon capture	Companies dedicated to carbon capture, storage and utilisation.
Low emission vehicles	Companies focusing on the development of technology and infrastructure for electric vehicles.
Energy co-operatives	Energy producers where citizens have ownership over the energy source.
Energy storage	Companies providing services and technology to capture energy for use at a later time.
Grid, demand side response and efficiency	Organisations dedicated to energy management and energy infrastructure development.
Heating	Companies supporting low carbon heating.
Diversion of biodegradable waste from landfill	Companies focusing on landfill management.
Low carbon	Companies providing energy from low carbon sources.
Pollution control and mitigation	Companies providing services and technology for the mitigation of pollution.
Renewables	Companies providing energy from renewable sources.
Waste management and recycling	Companies dedicated to solid waste removal, management and processing.
Low carbon consultancy, advisory and offsetting services	Companies providing environmental consultancy for the low carbon economy.
Green finance	Structured financial activity aimed to create a better environmental outcome.
Renewable Energy Planning Database	A list of companies generated by the Renewable Energy Planning Database – a database of renewable energy projects over 150KW to capture additional renewable energy businesses.

TABLE 1: NET ZERO ECONOMY TAXONOMY OF BUSINESS ACTIVITY, DEVELOPED BY CBI ECONOMICS FOR ENERGY AND CLIMATE CHANGE INTELLIGENCE UNIT.

17 Opportunities for UK businesses in the net-zero transition | McKinsey

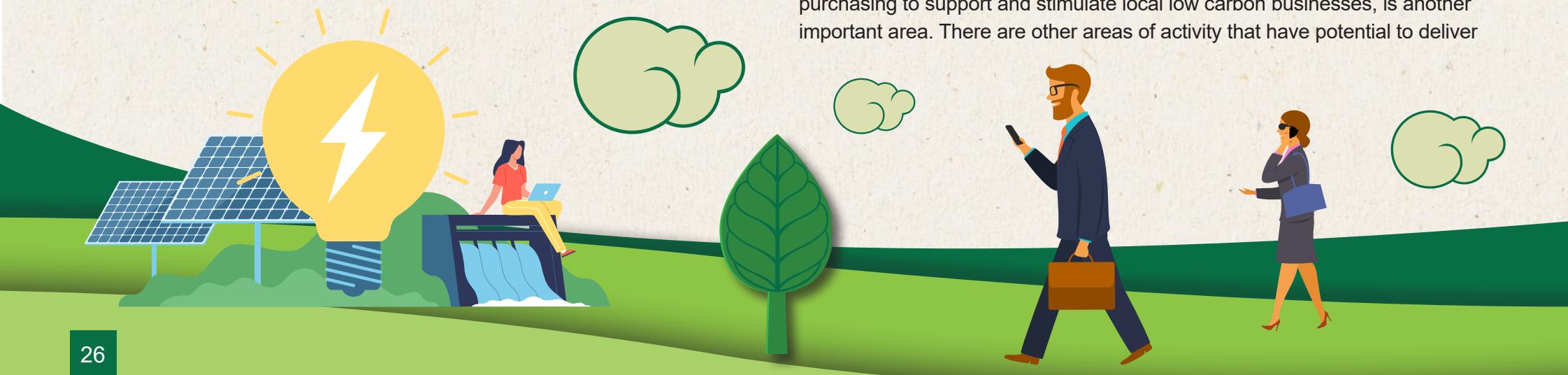
18 Mapping-net-zero-economy-ECIU-CBI-DataCity-Jan2023.pdf (edcdn.com)

19 *ibid*

For our region, the East Midlands demonstrates a strong net zero economy. Over 4% of Gross Value Added or GVA (an indicator of the value generated from production of goods and services) derives from businesses engaged in the net zero economy and is associated with 3.3% of jobs in the region. This is driven by a strong contribution from the energy sector as well as manufacturing and water and waste management.

Net zero business is also addressing the challenge of struggling productivity rates. Labour productivity is lagging: South Kesteven's productivity was 22.9%, lower than the UK average in 2020. The net zero economy generates an average £135,100 per employee, and 2.5 times higher than the East Midlands average. A large proportion of this is driven by the strong presence of the energy sector, which is highly capital intensive.

Despite these green shoots, the pace of change of the UK economy will need to accelerate in order to meet net zero by 2050. Research conducted for the Local Government Association (LGA) in 2021 found that over 96,000 direct jobs employed in the low carbon economy will be required in England by 2050, including a projected 2,268 employment opportunities within South Kesteven.



Almost half of these are expected to be delivering low carbon electricity or low carbon heating, a further quarter in energy efficiency and the remainder in low emission vehicles, alternative fuels and low carbon services.

Supporting the skills base for this transition towards a low carbon economy in South Kesteven is vital. The average skills requirement for a job in a carbon-intensive industry is 46% lower than the average net zero related job. The district is well placed to capitalise on developing and attracting net zero employment opportunities. The skills profile for South Kesteven residents is superior to local, regional and national trends: in 2021, 81.8% of the district's population aged 16-64 possessed at least a level 2 qualification (equivalent to 5 good GCSEs). Mapping out how best the Council can support upskilling for the low carbon economy in South Kesteven and implementing a programme of support for business will be crucial.

There is also a role for South Kesteven District Council to play in the local economy. The council procures a significant value of supporting services and products from within the district as well as further afield. Better understanding the carbon implications of the Council's supply chain, as well as how to improve purchasing to support and stimulate local low carbon businesses, is another important area. There are other areas of activity that have potential to deliver



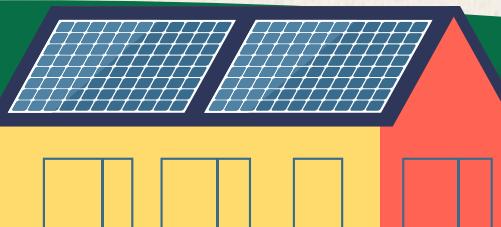
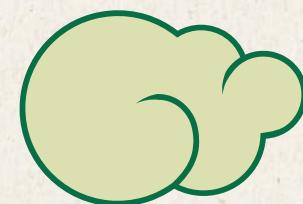
on several ambitions outlined within this Strategy: for example, driving forward a significant programme of domestic retrofit within South Kesteven will not only deliver carbon reduction through improved efficiency, it also offers significant potential to grow South Kesteven businesses operating in the low carbon heat and energy efficiency sectors.

For businesses, there are opportunities to capitalise on the move to net zero with investment in low carbon goods and services that cater to consumers rapidly shifting spending patterns. Local authorities clearly have an important role to play in driving climate action and enabling business to take advantage of these opportunities.

Current activities from South Kesteven

- **South Kesteven Economic Development Strategy 2023–2028**
 - o The draft Economic Development strategy to 2038 includes the vision for the district to develop a low carbon circular economy, supporting businesses already operating in the low carbon sector and helping existing businesses lower their carbon emissions.

Driving forward a significant programme of domestic retrofit within South Kesteven will not only deliver carbon reduction through improved efficiency, it also offers significant potential to grow South Kesteven businesses operating in the low carbon heat and energy efficiency sectors.



20 Subregional productivity: labour productivity indices by local authority district
- Office for National Statistics (ons.gov.uk)

21 Mapping-net-zero-economy-ECIU-CBI-DataCity-Jan2023.pdf (edcdn.com)

22 Local green jobs - accelerating a sustainable economic recovery in South Kesteven | LG Inform

23 Microsoft Word - SKILLS DRAFT.docx (ukonward.com)

Natural Environment

Co-benefits



Boosting Biodiversity



Reducing the impact of flooding



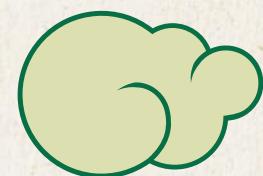
Improving health and wellbeing



Ambitions

- Engage with partners to support projects boosting biodiversity and tree planting in South Kesteven
- Manage Council owned green spaces to boost biodiversity
- Embed Biodiversity Net Gain principles into new developments

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Our vision

Wildlife habitats are valued, maintained, enhanced and created in South Kesteven and biodiversity is restored

This area considers the interaction of the natural environment with carbon reduction efforts and impacts of a changing climate on the natural world. Natural Environment overlaps in some way with all other themes explored in this document.

The natural environment is the fundamental underpinning of life on earth, and a healthy natural environment affects all those who live in it. Nevertheless, the natural environment is facing a triple planetary crisis of climate change, pollution and biodiversity loss that have led to the ongoing degradation of our environment.

Key to the effective functions of our natural environment is biodiversity, a healthy network of interconnected species. However, the UK has seen prolonged damage to habitats and ecosystems, resulting in the loss of nearly half of the UK's biodiversity since the Industrial Revolution and the lowest 10% of nations globally for biodiversity loss.

Land is a critical natural asset, but the UK's net-zero target will not be met without changes in how we use land. In 2020, the agricultural sector was attributed to 15.97% of reported greenhouse gas emissions: higher than the UK national average, reflecting South Kesteven's rural geography. Yet, it is possible



to reduce land-based emissions of greenhouse gases while delivering on other strategic priorities including biodiversity, food production, climate change adaptation, and renewable energy generation.

The wider benefits of a healthy, functioning set of ecosystems are also becoming better understood. Integrating and improving blue and green infrastructure into urban environment brings a host of benefits beyond contributions to biodiversity, and the links between health and wellbeing and access to well managed green spaces are increasingly recognised.

Biodiversity loss is also a critical issue to be tackled at the local level. One way this is being approached is via new duties for planning authorities to ensure new developments or significant changes to land management see an improvement of measured biodiversity. This approach, known as Biodiversity Net Gain, aims to deliver measurable improvements for biodiversity by creating or enhancing habitats in association with development. These improvements can be achieved directly on-site, off-site or a combination of the two to ensure measurable progress. The expectation for sites, under the Environment Act 2021, is that all planning permissions granted in England (with a few exemptions) will have to deliver at least 10% biodiversity net gain, and will need

to be secured for at least 30 years. Biodiversity Net Gain will apply from November 2023, and South Kesteven District Council will continue to review the necessary preparations for the planned start date of biodiversity net gain requirements, including understanding where these duties overlap with other areas of the Council beyond planning.

Afforestation, including tree and hedge planting, is one way to deliver on biodiversity improvements whilst providing opportunities to store carbon from the atmosphere in the longer term. Opportunities to take forward projects to boost biodiversity on Council owned spaces will be further explored. Tree planting alone is not suitable for all habitats, and the priorities of carbon reduction and improvements in biodiversity need to be carefully managed.

Whilst recognising the wider benefits of well-managed tree planting schemes for South Kesteven, it is important to also consider carbon offsetting practices. Given the number of opportunities outlined in this document for direct carbon emissions reductions, carbon offsetting via tree planting schemes or other methodologies will not be actively promoted above direct emissions reductions to achieve the Council's carbon reductions target. Nevertheless, there is an important role for appropriately designed and sited schemes, in order to see local benefits for biodiversity.



24 What is the Triple Planetary Crisis? | UNFCCC
25 V2 BNG Brochure final edits to make (blog.gov.uk)
26 Environment Act 2021 (legislation.gov.uk)

Consideration also needs to be given to existing areas of peat bog and peat soils within South Kesteven. Tracts of fenland peat soil are found within the district, predominantly bordering South Holland. As an agricultural resource, fenland soils are highly valued due to their high fertility and easily draining nature. Nevertheless, these landscapes are particular sources of carbon emissions if not well managed. Dry peat soils release their carbon to the atmosphere and are exposed to the elements, leading to soil erosion. This effect is exacerbated by the impact of droughts and heatwaves, which Lincolnshire is set to see more of as a consequence of climate change. The government's 25 year Environment Plan has set a target for all peat soils to be sustainably managed by 2030, helping to meet district level carbon emissions reduction.

It is expected in coming years there will be a more formal set of expectations around carbon offsetting. Currently, these schemes can offer an interested buyer a set amount of carbon offset credits, which are typically through tree planting schemes or peatland restoration. Nevertheless, the Committee on Climate Change has recommended to government that stronger guidance, regulation and standards should be developed and put in place to ensure purchase of carbon credits is not used as a substitute for direct emissions reduction, following the carbon management hierarchy, in order to improve the integrity and transparency of carbon credits.

With stronger guidance in place, credit based systems for carbon offsetting and biodiversity net gain offer the double benefit of also supporting adaptation to a warmer climate. Sensitive siting of new trees can deliver benefits including cooling street temperatures, or stabilising river banks during periods of heavy rainfall.

In order to maximise opportunities to boost local biodiversity, support ecosystems into the future and seek to naturally store carbon, it will be necessary to work closely with partners, including public sector organisations, to develop jointly led projects and provide a supportive role to wider opportunities for the district.

The government's 25 year Environment Plan has set a target for all peat soils to be sustainably managed by 2030, helping to meet district level carbon emissions reduction.

Current activities from South Kesteven

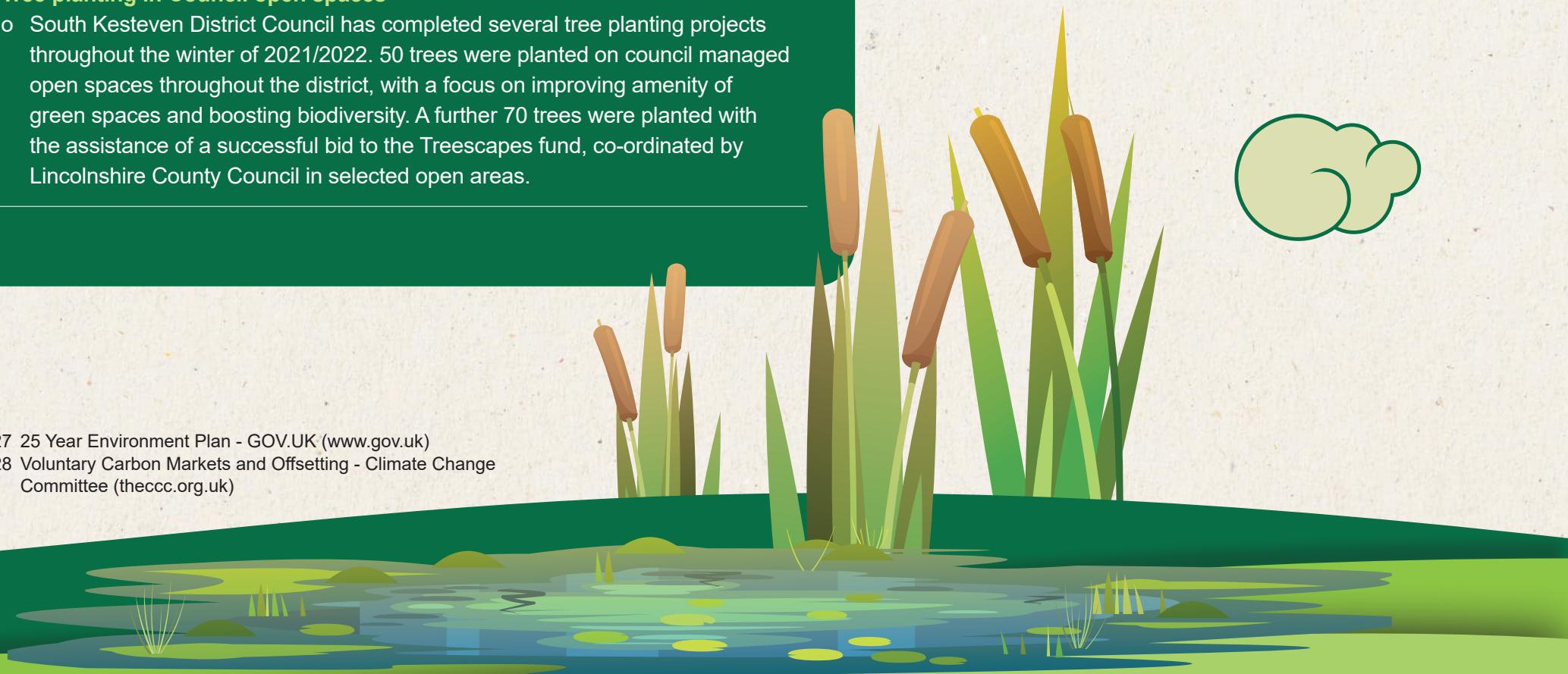
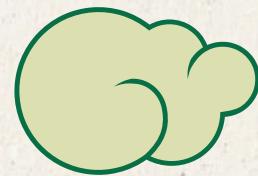
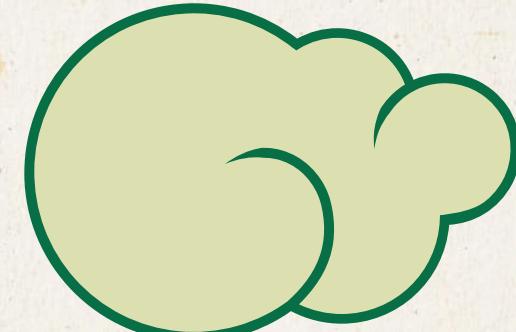
■ Witham/Slea blue-green corridor project

- o Major ecological improvements are being implemented for 14 areas of North and South Kesteven in a major partnership project including the Environment Agency. As well as delivering and improving habitats in or near the river, the aim is to help connect communities and provide health benefits for residents.

■ Tree planting in Council open spaces

- o South Kesteven District Council has completed several tree planting projects throughout the winter of 2021/2022. 50 trees were planted on council managed open spaces throughout the district, with a focus on improving amenity of green spaces and boosting biodiversity. A further 70 trees were planted with the assistance of a successful bid to the Treescapes fund, co-ordinated by Lincolnshire County Council in selected open areas.

27 25 Year Environment Plan - GOV.UK (www.gov.uk)
28 Voluntary Carbon Markets and Offsetting - Climate Change Committee (theccc.org.uk)



Transport

Co-benefits



Improving air quality



Improving health and wellbeing



Boosting jobs and growth



Reducing traffic congestion

Ambitions

- Support opportunities to reduce need to travel and unlock near term carbon reductions
- Ensure South Kesteven has a high-quality network of electric vehicle charging points that meets the needs of residents, businesses and visitors
- Work to embed public transport and active travel options for urban journeys

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Our vision

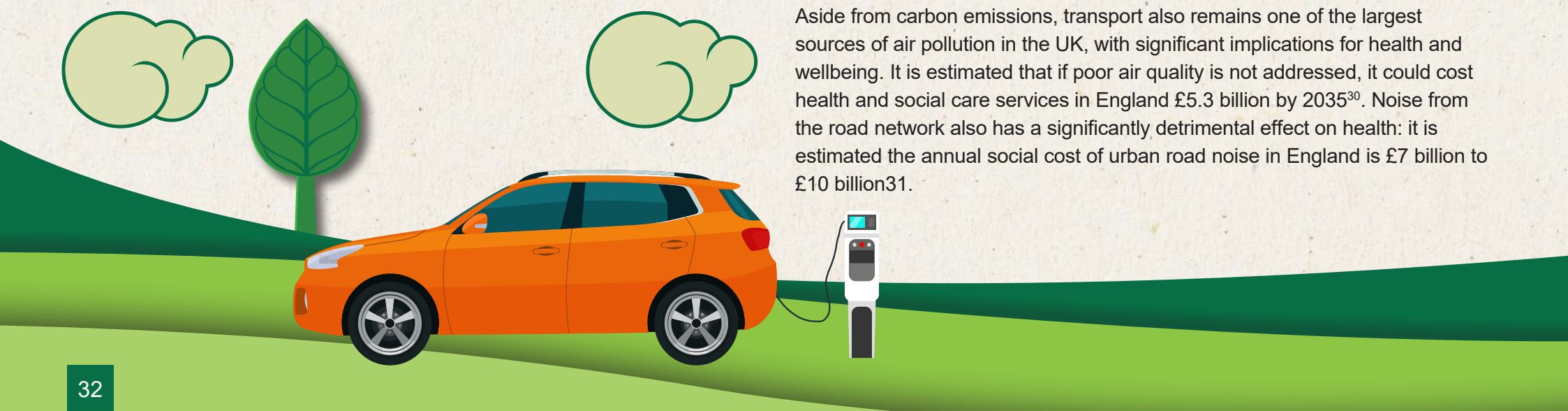
Emissions from transport are reduced throughout South Kesteven and there are more flexible and low carbon travel options

As one of our themes, Transport interacts with other areas, including Power for considerations of provision of infrastructure for electric vehicles, and Built Environment for transport links to existing and new developments.

Transport fundamentally shapes our towns, cities, countryside as well as our living standards and health. Transport is also the largest single contributor to domestic GHG emissions: responsible for 24% in 2020, and 27% in 2019 pre-pandemic²⁹. 90% of these emissions derived from travel on minor or major roads or motorways. Government data for local authorities does not include international aviation or shipping, but a commitment has been made to include these aspects in national carbon reporting in future.

South Kesteven is a district of 364 square miles, spanned by the A1 and traversed by the A52 in the north of the district. This geography and predominantly rural aspect of the district by its nature causes many to be reliant on cars. In 2020, current transport networks contributed 30.4% to South Kesteven's overall greenhouse gas emissions, principally through the road transport network.

Aside from carbon emissions, transport also remains one of the largest sources of air pollution in the UK, with significant implications for health and wellbeing. It is estimated that if poor air quality is not addressed, it could cost health and social care services in England £5.3 billion by 2035³⁰. Noise from the road network also has a significantly detrimental effect on health: it is estimated the annual social cost of urban road noise in England is £7 billion to £10 billion³¹.



Within South Kesteven, there is one declared Air Quality Management Area covering a section of Grantham town centre, deflecting the poor air quality principally deriving from vehicle emissions from the established road networks of the A1, A52 and A1175³².

There is strong public support for action to remove transport's emissions. Decarbonisation of transport has the potential to shape better places for us to live and work and represents a prime opportunity to increase economic growth and future prosperity through uptake of electrification and sustainable low-carbon fuels³³. In 2020 the UK government has made the headline commitment to phase out the sale of new petrol and diesel cars from 2030, with all new cars and vans being fully zero emission from 2035 .

In order to facilitate this transition, the provision of an effective network of electric vehicle charging options will be fundamental. As of 1 October 2022, there were almost 35,000 public electric vehicle chargers in the UK, of which 6395 were rapid chargers, defined as a device where the fastest connector is rated at 25kW or above. To date South Kesteven possesses forty-seven public charging devices. Of those thirty-one are rapid chargers. This equates to 32 chargers per 100,000 residents and places South Kesteven in the top twenty percentile of districts UK wide for public charging devices installed . We believe the Council has a part to play in ensuring that the transition to electric vehicles is not inhibited by a lack of appropriate infrastructure in our area. South Kesteven District Council have installed 12 charge points within our managed car parks in the four towns of the district and continue to monitor uptake and future opportunities to expand on this, alongside work with Lincolnshire County Council for on-street charging opportunities and incorporation of charge points into new development plans.

Nevertheless, a decarbonised transport network cannot rely on the switch of private vehicles to electric alone. The provision of more mobility options is fundamental to decarbonisation efforts, reflecting that the majority of trips are



short distance. The UK government's Transport Decarbonisation Plan of 2021 sets out the ambition for urban areas to see a reduction in motor traffic, and trips to be replaced with greater uptake of public transport, cycling and walking. Simultaneously, providing options beyond private motor transport in rural areas can be transformative for allowing the elderly, less mobile and younger people to travel further afield.

Changes in commuting, business travel and shopping habits embedded during the pandemic in 2020 and 2021 have the potential to lead to a reduction in traffic more widely. Reducing the need to travel through hybrid working and remote meetings is also an opportunity for the Council to reduce our operational carbon footprint and those of the district, whilst enhancing work-life balance for many staff and improving productivity. Reviewing travel related policies to maximise these benefits will be important. A significant increase was also recorded in people walking and cycling for leisure and for everyday journeys, and the government confirmed the target that active travel (including walking, cycling and scooting) should make up at least half of all journeys in towns and cities by 2030. Achieving this will require a commitment at all levels of decision making to ensure active travel becomes the natural choice for short, urban journeys.

The vast majority of all transport journeys are local and thus the role of local governance is fundamental. South Kesteven District Council has a number of roles regarding shaping transport decisions, in our role as planning authority and in our oversight of the declared Air Quality Management Area in Grantham town centre. In order to develop on the ambition set out in this document, we must continue to work closely with Lincolnshire County Council in their role as highways authority for the county and in shaping key decisions for our district. Greater consideration of providing public transport and active travel infrastructure for new developments will also be critical. Embedding transport decarbonisation principles and a clear hierarchy of travel for developments is essential for effective spatial planning.

South Kesteven District Council can also have a role regarding our own fleet of vehicles. Currently over 150 vehicles are operated by the Council, to fulfil functions including repairs to Council properties, service dependent travel throughout the district and for waste collection. A review of the Council's vehicle fleet was completed in 2022, with assistance from the Energy Saving Trust, with recommendations for short and longer term savings to be made in order to reduce carbon emissions arising from the Council's fleet of vehicles.



Current activities from South Kesteven

■ Electric vehicle charge points in Council car parks

- o SKDC have installed 12 electric vehicle charge points in Council managed car parks across the district, part funded through the On-Street Residential Charging Point Scheme. The uptake of each installed charger is monitored to understand demand and inform future installations.

■ Provision of electric vehicle charge points for new developments

- o Local Plan policy SB1: Sustainable Building states that All new developments should demonstrate how they can support low carbon travel. In order to achieve this, residential development will be expected to provide electric car charging points and new commercial development should make provision for electric car charging points.

29 Final UK greenhouse gas emissions national statistics: 1990 to 2020 - GOV.UK (www.gov.uk)

30 Nitrogen dioxide: effects on mortality - GOV.UK (www.gov.uk)

31 Noise pollution: economic analysis - GOV.UK (www.gov.uk)

32 Air quality (southkesteven.gov.uk)

33 Decarbonising Transport – A Better, Greener Britain (publishing.service.gov.uk)

34 The ten point plan for a green industrial revolution - GOV.UK (www.gov.uk)

35 Electric vehicle charging device statistics: October 2022 - GOV.UK (www.gov.uk)

36 SKDC Electric Vehicle Charging Points (southkesteven.gov.uk)

37 Decarbonising Transport – A Better, Greener Britain (publishing.service.gov.uk)

38 Gear change: a bold vision for cycling and walking (publishing.service.gov.uk)

It is estimated that if poor air quality is not addressed, it could cost health and social care services in England £5.3 billion by 2035.



Resources

Co-benefits



Boosting jobs and growth



Boosting Biodiversity



Our vision

Waste is valued as a resource and circular economy principles are in practice, water efficiency and management is improved

Resources relate to waste, water, as well as the wider use of materials throughout the economy. It relates all themes outlined in this document.

The way that we use materials and resources is a fundamental consideration for climate change. The Consumption emissions section sets out the breakdown of an average UK household's carbon emissions in 2019. On average, each person in the UK emits 5 tonnes of carbon each year from consumption of every items, principally food but also including clothing and footwear, household goods and appliances, use of restaurants and hotels and consumption of wider services.

Moving towards a circular economy in the way we all use resources is vital. It is estimated that the whole global economy is only 7.2% circular today: of the 100 billion tonnes of virgin materials extracted from the earth, only 7.2% make it back into the economy in the form of recycled or reused materials . Better management of waste is one way to support the transition to greater circularity of materials. Within South Kesteven to 2020, 40% of waste collected from households was recycled, composted or reused, compared to a UK rate

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of 44.4%. This missed the government target to recycle 50% of waste from households by 2050.

Building on the value of certain waste materials will not only boost recycling efforts but support in the move towards a more circular economy. Improved segregation of materials improves their ability to be reused or recycled into new products, as opposed to becoming contaminated and being diverted to incineration.

South Kesteven District Council is one of the member authorities of the cross-county Lincolnshire Waste Partnership, which focuses partnership efforts to improve waste management. Introduction of new schemes in Lincolnshire to separate mixed recycling further will provide a direct boost to the value of materials and ability to reuse. The volume of waste produced from households is also a key area of action, and waste minimisation efforts including sustained communication to residents about opportunities to reduce waste will also deliver a carbon reduction.

Commercial waste represents another opportunity. There are distinct opportunities for businesses to make use of waste streams and make the most of reuse opportunities. Upcoming changes from government including Extended Producer Responsibility will provide an incentive for use of packaging materials that are easier to recycle. The recent announcement of a Deposit

Return Scheme (DRS) has also set an initial target for collecting over 85% of returnable drinks containers once the scheme is up and running.

New restrictions banning the sale of certain damaging single-use plastics, including plastic plates, trays, bowls and cutlery from October 2023 aim to dent the massive volume of throwaway items used in the UK every year. It is important that opportunities to phase out the need for single use items, rather than replacing plastic with another material, are fully exploited in order to maximise carbon reduction.

Each of these schemes will also go on to have an impact on consumer behaviour around product choice and recycling, and the Council can have an important role in boosting understanding through our communications on waste and recycling.

Management of natural resources within our district is also vital, particularly



for management of water. Water provides valuable services which underpin our natural environment, economy, and agricultural productivity. As one of the driest regions of the country, the judicious management of water becomes even more important. One of the expected impacts of climate change in coming years is extended periods of drought from low seasonal rainfall, further exacerbating the need to preserve the use of water. The existing Local Plan sets expectations that new development should seek to achieve a 'water neutral' position, and

include features to minimise water use. Across Council operations, there is the opportunity to review hotspot areas of use and ensure new developments meet best practice standards for water use.

Finally, the Council procures a range of products in order to deliver some of our key services. Reviewing opportunities to phase out some products in favour of more reusable alternatives will help to reduce production carbon emissions and boost the local circular economy.

Current activities from South Kesteven

■ Lincolnshire Waste Partnership

- The Lincolnshire Waste Partnership (LWP) is a co-ordination of efforts of the seven district councils within Lincolnshire, Lincolnshire County Council and the Environment Agency. Around 350,000 tonnes of waste is dealt with by LWP annually, the majority of which is household waste. The Joint Municipal Waste Strategy has set 10 objectives for partners, including improving the quality of the recycling stream, contributing to the UK wide recycling targets and reducing the carbon emissions associated with waste collection and disposal.



One of the expected impacts of climate change in coming years is extended periods of drought from low seasonal rainfall, further exacerbating the need to preserve the use of water.

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- 39 1. Report: CGR Global 2022.pdf - Google Drive
- 40 Packaging waste: prepare for extended producer responsibility - GOV.UK (www.gov.uk)
- 41 Deposit Return Scheme for drinks containers moves a step closer - GOV.UK (www.gov.uk)
- 42 Far-reaching ban on single-use plastics in England - GOV.UK (www.gov.uk)
- 43 Worries about climate change, Great Britain - Office for National Statistics (ons.gov.uk)

Communities

Co-benefits



Ensuring a fair society



Boosting jobs and growth



Ambitions

- Lead on communications and engagement within the district on climate change, adaptation and carbon reduction
- Engage with the South Kesteven community on the Climate Action Strategy and carbon reduction aspirations
- Ensure that projects and policy from the Council addressing net zero provides a fair transition, ensuring that no resident is left behind

Our vision

People are more aware of the value of a clean and healthy environment and we are better adapted to a changing climate and extremes of weather

This area considers the twin considerations of ensuring the communities of South Kesteven are enabled to take action against climate change, and that vulnerable communities can adapt to the impacts of a changing climate at a local level. As one of our themes, Communities underpins all other identified areas of this Strategy.

Climate change is already affecting people in South Kesteven. The impacts of a changing climate are being observed within Lincolnshire: record breaking heat, prolonged droughts, and more damaging flooding. The impacts of disruptive weather affect our ability to travel, the crops we are able to grow, and crucially the health and wellbeing of South Kesteven residents.

The general pattern of climate change in the UK is towards warmer and wetter winters, hotter and drier summers, and an increased likelihood of extreme weather events. This presents a risk to our communities, particularly those who are more vulnerable and at risk of the adverse impacts of climate change. Within South Kesteven, some of those vulnerabilities are likely to include: homes, businesses and other infrastructure that are susceptible to flooding, transport disruption, residents experiencing fuel poverty, and overheating in homes during summer months.

By understanding the impacts on residents, businesses, and other partners within South Kesteven of extreme weather events will allow for an improved response and better preparation. Four types of severe weather can be



considered most disruptive in the UK: storms and gales; sub-zero temperatures with the risk of snow; heatwaves with high temperatures lasting several weeks; and drought through a lack of rainfall for a prolonged period.

These impacts brought about by extreme and disruptive weather will also have an impact on the ability of the Council to deliver services. Spells of very hot weather may mean that conducting work outdoors becomes difficult or even dangerous. Disruption to the road network from extreme weather could affect services including waste collection. By conducting a thorough analysis of these impacts across Council services, we will be both more aware of specific risks and better prepared for the impacts of different kinds of disruptive weather.

The Council can have an important role in shaping and communicating what action on climate change looks like within South Kesteven in order to play our part in reaching net zero. Communicating the specific risks brought about by a changing climate, as well as a local vision of what changes are needed to bring about reductions in carbon emissions will form the basis of our messaging with residents, businesses and wider partners. There is a distinct potential to amplify the range of breadth of our engagement and communication by working at a cross Lincolnshire level, reflecting the joint ambitions of all councils in the county.



Ensuring that all individuals and groups have the opportunity to input and to be involved is critical for success. Concern about climate change among the public is at a historic high; in late 2020, 90% of respondents reported awareness of the UK government's targets to reach net zero by 2050. It is also crucial that climate action does not exacerbate existing socio-economic issues or worsen inequalities. Maximising the co-benefits of tackling climate change is fundamental to this, and actions and workstreams proposed through the Climate Action Plan will embed this approach. In order to ensure that our work on climate action is effective, appropriate and fair, we will engage with the community of South Kesteven following publication of this Climate Action Strategy.

Current activities from South Kesteven

■ Cost of living support for residents

- South Kesteven District Council has established a Cost of Living task force to co-ordinate efforts to support those most affected by increases in energy and household prices. An online hub has been developed, signposting to resources and sources of support, and up to date information has been included in the Council's SKToday resident magazine.

Decision Making

Co-benefits



Ensuring a fair society

Ambitions

- Embed response to climate change and carbon reduction across all areas of the Council
- Review capacity to raise finance to deliver key projects for the Council and district
- Provide comprehensive training to Council staff and Councillors on climate change, carbon reduction and sustainability

Our vision

Climate and net zero considerations are fully embedded within South Kesteven District Council's decision making at every level

The ability of South Kesteven District Council to make informed and effective decisions regarding the wide impacts brought about by climate change is fundamental. Decision making cuts across all themes outlined in this document.

The Council's Corporate Plan 2020-23 provides the context for the Council's wider decision making. One of the five key themes is Clean and Sustainable Environment which sets out the Council's commitment to tackle climate change by reducing the Council's carbon footprint. The next iteration of the Corporate Plan will ensure the commitment to tackle climate change is taken a step further by going beyond carbon reduction from Council operations to wider action within the district of South Kesteven.

From 2020, reports to each of the Council's committees have included a section stating any climate or carbon impact the proposal would have, in order to aid effective decision making. The author of each report must state if the proposal is expected to have a positive, neutral or negative impact on carbon emissions and note any other sustainability issues that should be considered. This has allowed for greater transparency when considering major projects with a carbon implication.

The Monitoring Progress section sets out how and using what data progress on

reducing carbon emissions can be effectively monitored. Since South Kesteven District Council's declaration of climate emergency in September 2019, regular reporting into the Council's Environment Overview and Scrutiny Committee has taken place on the Council's climate change work. This includes an annual report on carbon emissions arising from Council operations, a high level overview of district-wide carbon emissions, and the Climate Matters report detailing key climate projects.

This Climate Action Strategy aims to formally set out ambitions for the wider district regarding climate change. Clearly, detailed on-going monitoring of all available datasets of carbon emissions for South Kesteven will be imperative. This duty will continue to sit at a formal level within the remit of the Environment Overview and Scrutiny Committee.

Nevertheless, given the extensive nature of climate action, different aspects of the Council's approach will be discussed across the committees of the Council. Where major decisions are being discussed, there is a need for a detailed assessment of climate and carbon impact, and for this understanding to be balanced on an equal footing against other considerations. A decision should clearly set out the climate related issues, benefits, opportunities, risks and associated costs. Policy making should also carefully consider sustainability related aspects to avoid locking in high carbon emissions: for example, a policy which encourages greater vehicle travel within the district or does not adequately assess the strategic value of energy infrastructure to contribute towards local and national net zero targets.

There is also a greater need to understand the risks presented by a changing



climate across the Council. The impact of heatwaves and drought, as well as the increased likelihood of extreme and destructive weather can and will affect the ability to effectively deliver key services. By reviewing and mapping out each of these expected impacts brought about by weather, it will be possible to put in place mitigations and plan for worst case scenarios effectively.

Climate change and carbon reduction issues can be complex and technical. In order to ensure decision makers and representatives of the Council are adequately equipped, additional training for Councillors and officers will be required to ensure the principles of the Climate Action Strategy are embedded across all spheres of action. Linking to the Triple Planetary Crisis, it is necessary to understand the links between the enormous challenges of pollution, biodiversity loss and climate change.

It is also fundamental to consider how the Council will be able to raise capital to fund a number of projects identified through the next stage Climate Action Plan. Over recent years, the Council has been affected by a reduction in

government grants and a loss of specialist staff. The policy landscape and expectations for local authorities to deliver place-based climate action have been turbulent, which has led to intermittent delivery of projects.

Sources of external funding, including grants and loans, for decarbonisation and adaptation projects have become available, and it is essential that the Council continues to secure these. The ability to work across administrative boundaries and collaborate with both district and county councils will unlock greater efficiencies and share knowledge and resources.

The ability of the Council to raise finance for projects outside of grant funding streams will be carefully reviewed through the process of developing the Climate Action Plan for South Kesteven.

Current activities from South Kesteven

- **Climate change and carbon assessment included in committee reports**
 - From 2020, reports considered at South Kesteven District Council committees have included a section stating any climate or carbon impact the proposal would have, in order to aid effective decision making. This allows for evidence based decision making when considering major projects or policies with a climate or carbon implication.



Monitoring progress

This section considers an overview of greenhouse gas emissions arising from the district of South Kesteven. A fuller context of carbon emissions data is given at Appendix B.

South Kesteven local authority area emissions

Overall, carbon emissions arising from the district of South Kesteven are on a downward trend, principally through the contribution of renewables to the national supply of electricity.



Carbon emissions from South Kesteven reduced 38% between 2005 and 2020.

The key categories of GHG emissions are included in Figure 3 below. As of 2020, the single largest single category contributing towards the district's carbon emissions is Transport, responsible for 30% of total emissions, principally from the contribution of road transport. Domestic energy use represents the second largest sector at 22%, followed by Agriculture at 16%. Industrial and Commercial energy use account for 17% together.

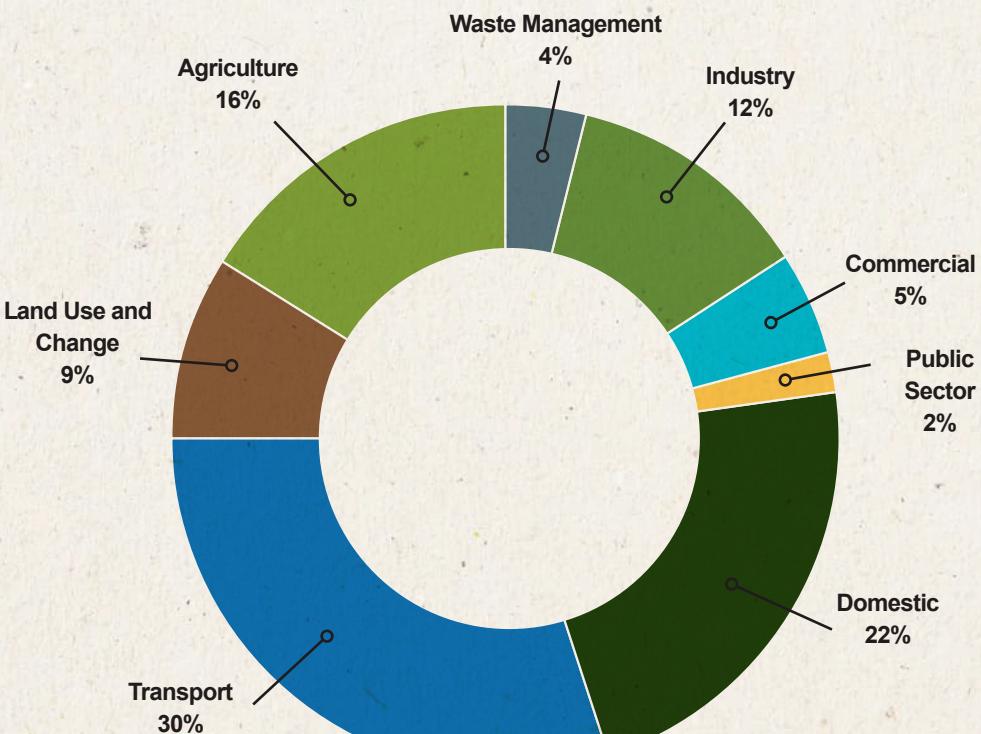
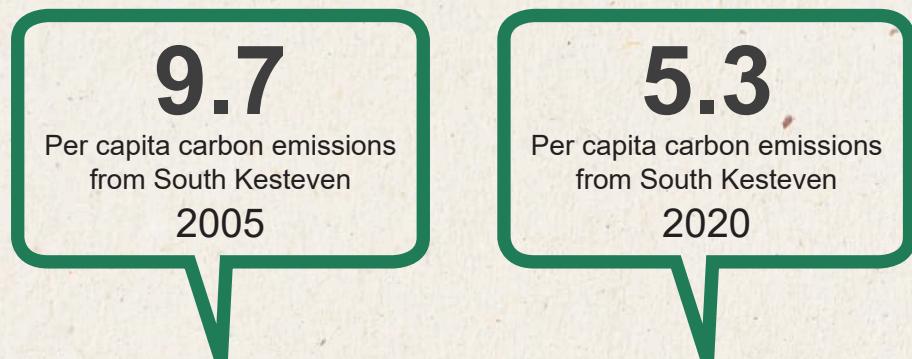


FIGURE 3: KEY CATEGORIES OF GHG EMISSIONS FOR SOUTH KESTEVEN (2020 DATASET)

Per capita carbon emissions

Insight is also available for carbon emissions within a district on a per capita basis. As of 2020, carbon emitted in South Kesteven was 739.4.1 kt CO₂e. This equates to 5.3 tonnes per capita, above the average for Lincolnshire (all districts) at 5.2 tonnes, equal to the East Midlands at 5.3 tonnes and above the average for England, which produced 4.3 tonnes per capita.



Carbon budgets

While carbon emissions continue to reduce in South Kesteven, in order to achieve the UK's target emissions reductions further and faster action is needed. Figure 4 below uses data from SCATTER, a local authority focused carbon emissions tool, to model both a Business as Usual pathway to decarbonisation, as well as a High Ambition pathway which assumes the district goes significantly beyond current national policy⁴⁴. The graph also includes a pathway based on recommendations for the district from the Tyndall Centre for Climate Change.

44 SCATTER (scattercities.com)

45 Local and Regional Implications of the United Nations Paris Agreement on Climate Change (manchester.ac.uk)

The Tyndall Centre recommendations are based on territorial carbon budgets on an international, national, regional and local scale and their projections are used by local authorities across the UK. Their research found that for South Kesteven to abide by the carbon budget periods of the Climate Change Act and to make our fair contribution towards the Paris Climate Change Agreement, the district must stay within a carbon dioxide emissions budget of 5.3 million tonnes (MtCO₂) for the period of 2020 to 2100. Without action the budget would be used up by 2026. To stay within budget South Kesteven should aim for cuts in emissions of at least 13.7% per year⁴⁵.

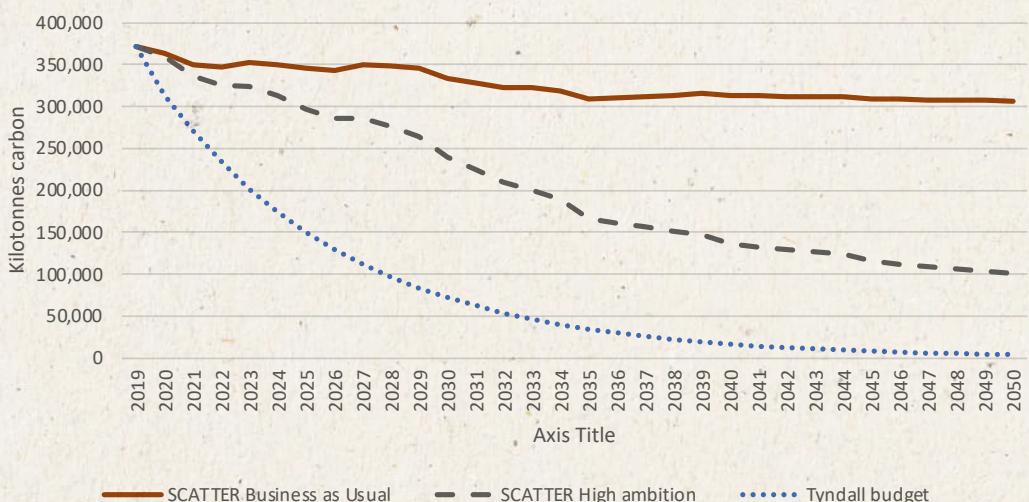


FIGURE 4: CARBON BUDGET PROJECTIONS FOR SOUTH KESTEVEN, BASED ON SCATTER AND TYNDALL BUDGET RECOMMENDATIONS.

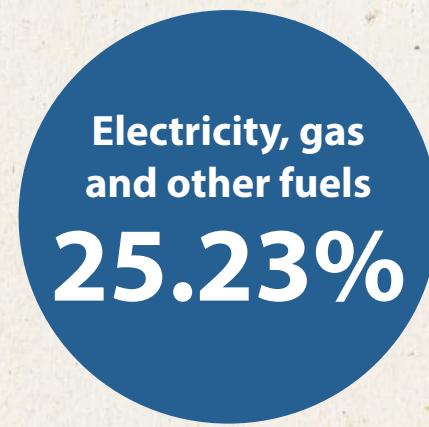


Consumption emissions

While the dataset explored above in Monitoring Progress sets out greenhouse gas emissions associated with production of a good or service within the district, it is also important to consider the role of consumption based emissions. Unlike territorial carbon emissions, which emanate exclusively from within the UK, consumption emissions reflect the UK's consumption of all manufactured goods such as food, clothing and household appliances, and services provided from outside the country. The key categories of consumption emissions are included in the diagram on page 53⁴⁶.

The consumption emissions dataset refers to emissions that are associated with the consumption spending of UK residents on goods and services, wherever in the world these emissions arise along the supply chain, and include the territorial emissions discussed above including energy use and transportation. In 2019, the consumption emissions reported for the UK were 41% higher than territorial emissions alone. Additionally, the consumption emissions dataset has a different reporting cycle to the annual data release of territorial emissions and is not available by local authority area. For our purposes, the data here is used for reference and is not intended to become part of regular reporting.

On average, these consumption emissions mean that each person in the UK emits around 5 tonnes of greenhouse gas emissions each year. It is important to consider ways in which consumption can be influenced, as so to reduce the emissions of production, alongside work to reduce greenhouse gas emissions arising from within the district, in order to reach a state of carbon neutrality.



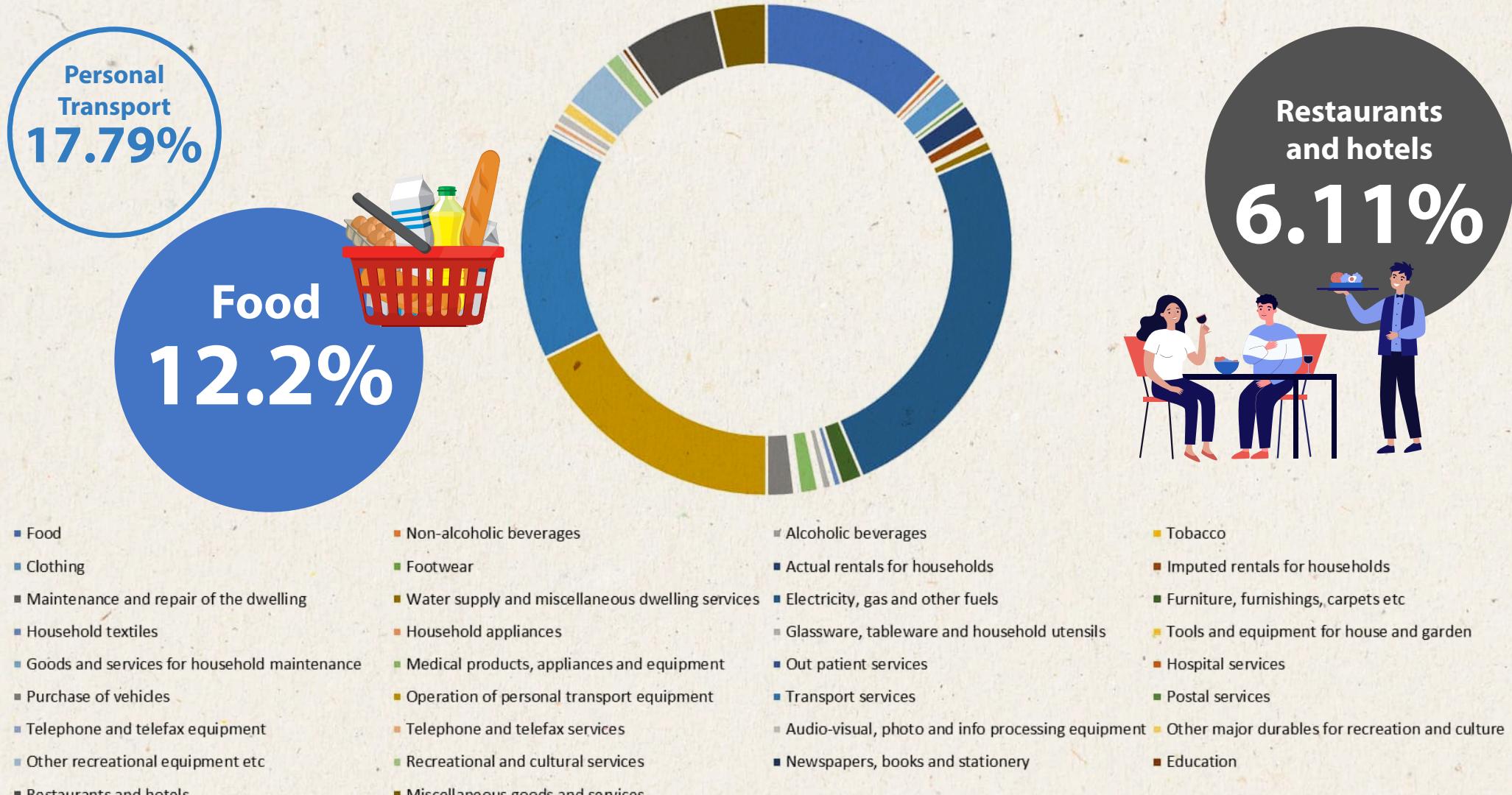


FIGURE 5: CONSUMPTION BASED CARBON FOOTPRINT FOR THE UK (2019)

46 UK and England's carbon footprint to 2019 - GOV.UK (www.gov.uk)47 Carbon footprint for the UK and England to 2019 - GOV.UK (www.gov.uk)

Carbon management plan for the council

Following the Council's declaration of climate emergency in 2019, work was undertaken with the Carbon Trust to re-establish the Council's operational carbon emissions. The Carbon Footprint and Reduction Opportunities report was published in 2020, establishing the new baseline for monitoring future years' emissions against of the 2018/19 financial year⁴⁸. The boundary of these operational elements can be seen in Figure 2.

This found that the total annual GHG emissions from the Council were 7,600 tonnes of carbon equivalent.

The four main sources of carbon emissions derive from:

- Energy used in South Kesteven leisure centres
- Fuel used in the Council's fleet of 155 vehicles
- Gas used for heating and hot water in Council buildings
- Electricity used to power Council buildings

The report also plots a path of recommended carbon reduction actions, principally addressing these four main areas, in order to meet or exceed the Council's interim carbon emissions target of at least 30% by 2030. Our definition of net zero is set out at Appendix B for clarity.

South Kesteven District Council is making good progress towards that goal. In the last reporting year of 2021/22, an overall emissions of 6,518 were reported, equivalent to a 14.23% reduction on the baseline year. Further projects will need to be developed, for buildings and for the Council's vehicles, up to 2030 in order to meet the reduction target.

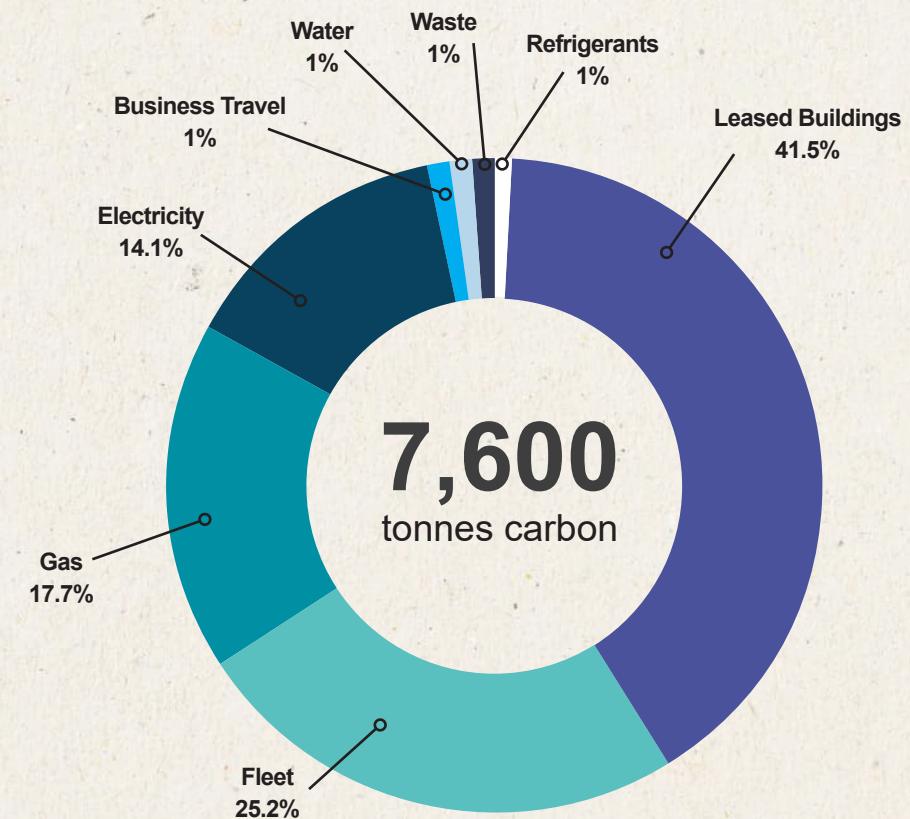


FIGURE 6: MAIN SOURCES OF CARBON EMISSIONS FROM SOUTH KESTEVEN DISTRICT COUNCIL

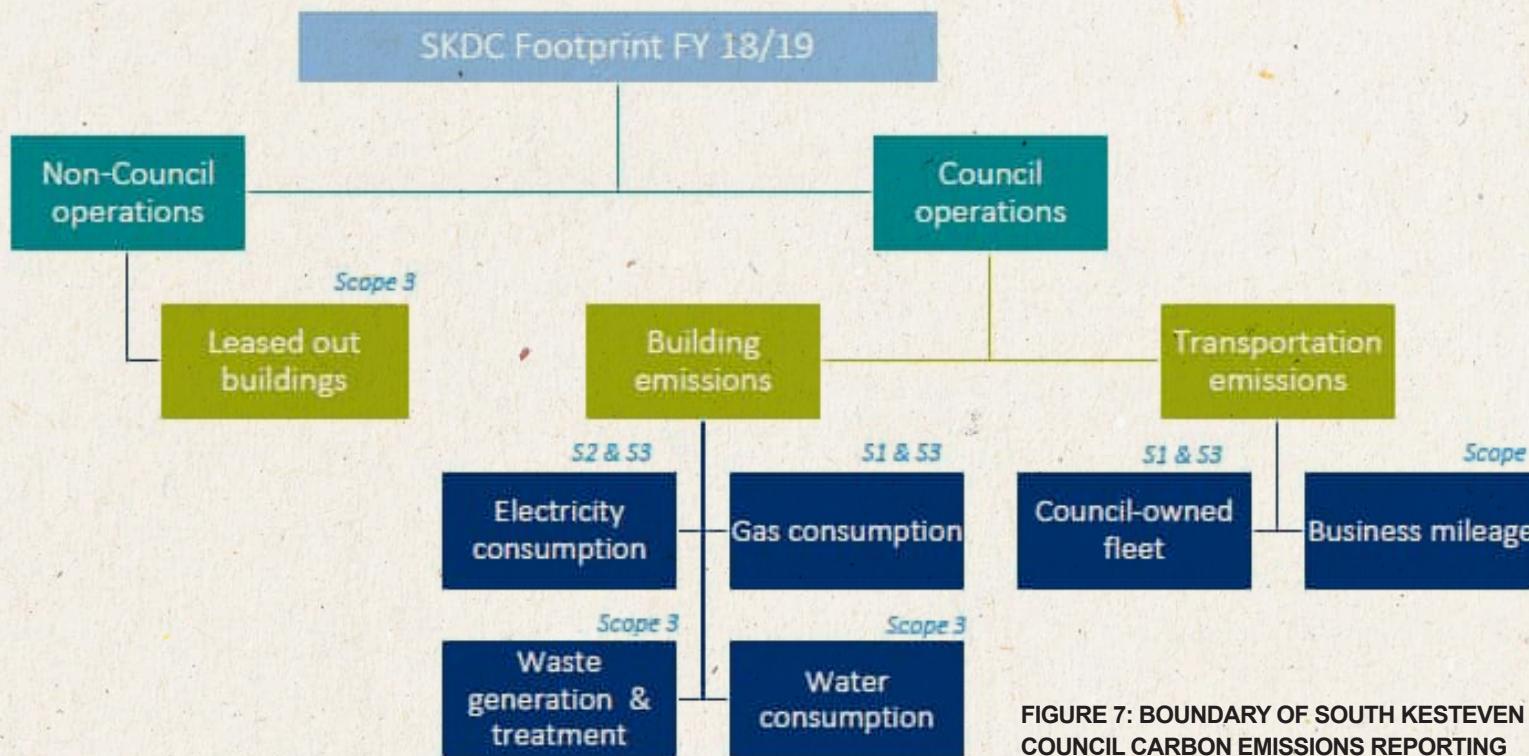
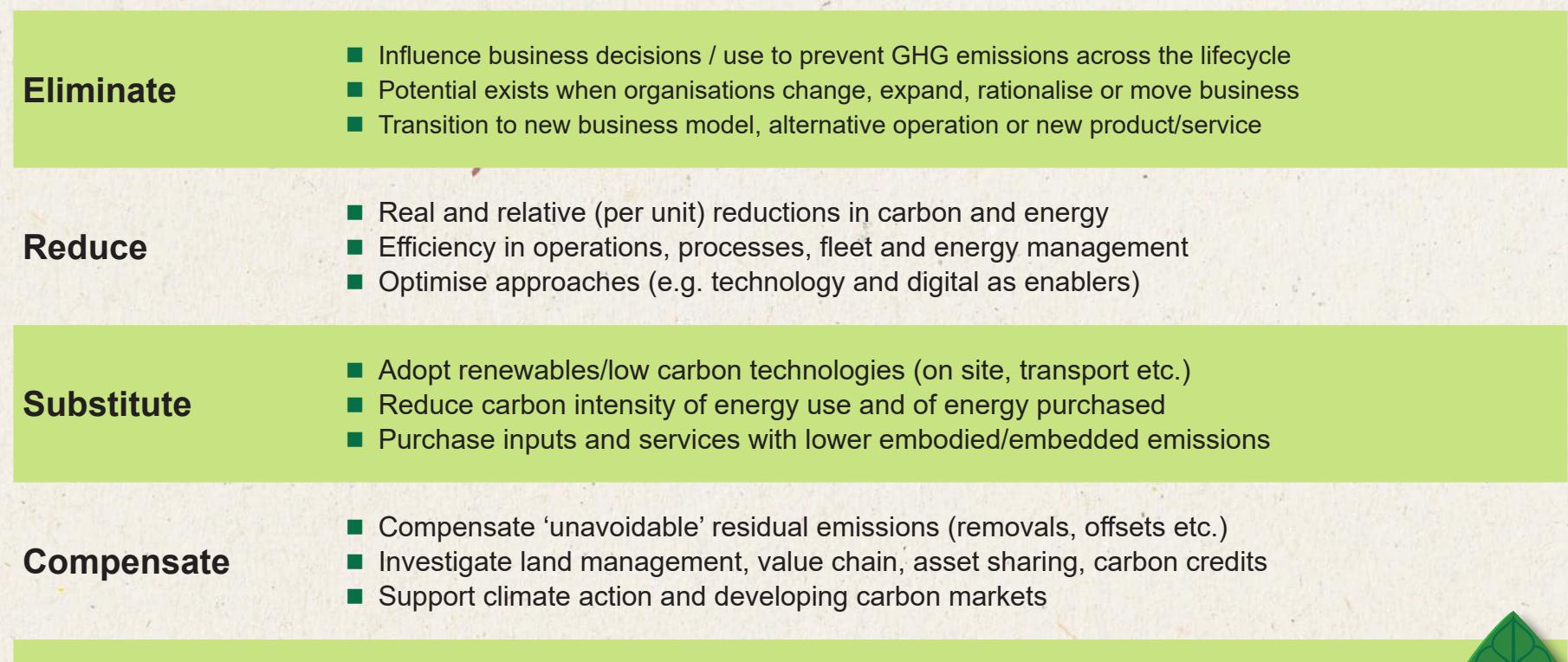


FIGURE 7: BOUNDARY OF SOUTH KESTEVEN DISTRICT COUNCIL CARBON EMISSIONS REPORTING



Carbon management hierarchy

In order to effectively reduce carbon emissions, there should be a well understood hierarchical approach to their management which looks to eliminate them as far as possible, followed by a decrease through reduction. Substituting through implementing low carbon alternatives, including renewable energy, is the next recommended step. Compensation measures including carbon offsetting are the final step once other measures have been exhausted. These principles are best outlined in the IEMA Greenhouse Gas Management Hierarchy⁴⁹.



49 GHG Management Hierarchy updated for net-zero - IEMA

Our influence

The Climate Action Strategy formally sets out ambitions for the wider district regarding climate change. It is therefore essential to consider the role that South Kesteven District Council can and will have to unlock that ambition.

Our carbon management plan covers all assets where we as a Council have direct control of assets or services and are able to swiftly implement changes to deliver a reduction in carbon emissions. This includes energy used in buildings owned and occupied by the Council, vehicles operated to conduct Council services such as waste collection, and other aspects such as staff and councillor business travel. Our carbon footprint also includes leisure centres operating within South Kesteven, reflecting our influence and ownership.

There are assets which are owned by South Kesteven District Council but not included within our carbon management plan. These principally include tenanted council properties. We are able to unlock significant carbon reductions for these properties through delivering upgrades to reduce energy use and move towards cleaner energy sources.

There are services provided by the Council within the district which are also able to deliver on our ambitions to reduce carbon emissions and help to adapt to a changing climate. Some of these services are considered statutory obligations that a Council is duty bound to deliver (for example, waste collection), and there are also areas where services are provided on

a discretionary basis (for example, delivery of energy efficiency upgrades). Our role as Local Planning Authority has a clear role to determine that developments which come forward seek to reduce carbon emissions as well as being prepared for the impacts of climate change.

The Council also has the ability to indirectly influence activity within the district. This can be through ongoing communications with residents, businesses and other partners, convening key stakeholders or lobbying for further support, funding or powers to act.

The vast majority of carbon emissions arising from South Kesteven are found outside of the Council's direct control: less than 1% of the district's total emissions can be attributed to Council operations. Nevertheless, the Council has a distinct leadership role to shape and drive change in order to collectively work towards the goal of net zero. It is important to maximise our indirect influence to support the transition towards a low carbon economy and to identify further areas, streams of work and sources of funding in order to provide a direct influence for carbon reduction.



Working together

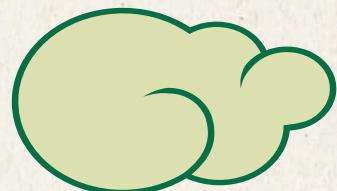
To maximise our ability to shape and deliver net zero for South Kesteven, we must work closely with partner organisations across a breadth of different areas. Our eight themes set out the extent of this challenge.

Our framework for delivery is in three key strands: Low carbon Council, Low carbon Communities and Low carbon Business. This reflects our ability to control and to influence change, as well as our need to work with others to deliver that change.

There is a clear consensus across Lincolnshire that authorities must act to address climate change. Development of our following Climate Action Plan will outline our current and expected partners across areas of activity. Work with Lincolnshire County Council and Lincolnshire district councils will allow us to combine efforts and accelerate the pace of change. A Lincolnshire Sustainability Officers Group has already been established to facilitate partnership working on net zero and will provide a forum for joint projects and greater collaboration.



Focus	Example
Low carbon council	Own activity and emissions <ul data-bbox="1257 309 1729 341" style="list-style-type: none">Carbon reduction project delivery
Low carbon communities	Council delivered services within the district Duties as Planning Authority <ul data-bbox="1257 436 1673 500" style="list-style-type: none">Statutory and discretionary services delivered in the district
Low carbon district	Leadership and lobbying <ul data-bbox="1257 579 1650 659" style="list-style-type: none">Partnership working across Lincolnshire



The case for action

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Public concern about the disruptive impacts of climate change is at a high. Around three in four adults polled in October 2022 reported feeling somewhat or very worried about climate change⁵¹.

Concern about climate change has remained largely stable over the last few years, ranking among public concerns around covid-19 and the cost of living crisis.

Rising temperatures within the UK was the biggest impact of climate change that people expect to experience, with 75% of adults polled by ONS expecting to experience the impact of higher temperatures before 2030⁵².

Awareness of climate change and the concept of net zero is also widespread. In late 2020, 90% of respondents reported awareness of the UK government's targets to reach net zero by 2050.

Public awareness of the linkages between established issues of climate change, economic growth and health and wellbeing has also been

50 Climate Emergency Action Planning Tool for local government | Centre for Sustainable Energy (cse.org.uk)

51 Worries about climate change, Great Britain - Office for National Statistics (ons.gov.uk)

52 Worries about climate change, Great Britain - Office for National Statistics (ons.gov.uk)



established. People recognise that responses to climate change issues do not necessarily require trade-offs, for example that improved green space helps to adapt towns and cities to increased summer temperatures, while providing improvements to air quality and wellbeing. These Co-benefits to tackling climate change are fundamental to successful action and embedded in our approach.

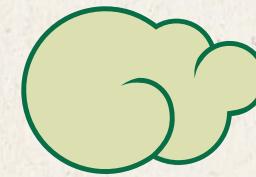
There is a clear role for local government to shape, drive, and deliver local action on climate change. Polling commissioned on behalf of UK100 found that the public believe local authorities are well placed to act on climate and sustainability: 40% agreed local authorities were best placed to take action, compared to 30% believing central government was best placed, and 19% stating a belief that individuals are preferred⁵³.

In terms of translating concern about climate change into action, many people recognise the need to take personal action on climate change. Polling by the Department for Energy Security and Net Zero on public behaviours to tackle climate change found almost all people (98%) regularly engaged in at least one behaviour to reduce carbon emissions, such as minimising waste, saving energy or changing behaviours around transport⁵⁴. Nevertheless, there is a need to ensure that the impacts of public action are directed towards those activities that are most impactful and relate to the carbon hierarchy of avoid, decrease, replace, offset.



Individual action can also help reduce the cost of delivering net zero. By making more sustainable choices around travel, consumption and energy use, the impact of individual actions across the economy will help to lower the costs of moving to a net zero carbon economy⁵⁵ – as long as these behaviours are supported by the necessary systemic changes.

The opportunities and challenges set out within our eight themes will form the basis of a consultation with the community of South Kesteven to shape and develop our following Climate Action Plan. This next stage of work will embed the priorities identified by residents, businesses and other partners within South Kesteven to shape the speed and range of projects proposed and the role the public can and will have to determine action.



53 The powers local authorities need to deliver on climate | UK100

54 BEIS PAT Autumn 2022 Net Zero and Climate Change (publishing.service.gov.uk)

55 MISSION ZERO - Independent Review of Net Zero (publishing.service.gov.uk)



Conclusion and next steps

The Climate Action Strategy maps out the main concerns and areas of focus relating to climate change mitigation and adaptation within the district.

The time to act is now. A step-change is needed to accelerate action on climate change, from council operations to work in the wider district. In order to play our part to meet the UK's national net zero target of 2050, rapid carbon reductions need to be locked-in this decade.

South Kesteven cannot act alone. It is important to understand that changes in the climate, felt locally and further afield, need to be tackled in a systemic way and the value of partnership is absolutely vital in order to work towards a net zero economy. There are several existing strong partnerships with and beyond Lincolnshire, but these relationships will need to be taken further in order to accelerate and embed our response to climate change.

We need to act across the board. Carbon emissions do not arise from one source and reducing them has no one solution. We must consider all opportunities for energy reduction, low carbon energy use and generation and valuing our resources better as part of our core approach.

Climate Action Plan

Our Climate Action Plan will be developed throughout 2023, through work with internal colleagues as well as town and parish councils, neighbouring authorities, and wider partners.

Using our structure of eight themes, projects, activity and focus for the future will be mapped out on a short, medium or longer term time frame aligning with South Kesteven District Council's declared target for carbon reduction.



Appendix A: context of climate change

National legislation and policies

In 2019, the UK Government set out a target to achieve net zero greenhouse gas emissions across the whole UK by 2050, amending a previous target to reduce carbon emissions from within the UK to 80% to 2050. This commitment is legally enshrined by the Climate Change Act 2008 (2050 Target Amendment) Order 2019⁵⁶.

To ensure sustained progress towards net zero, the government set a series of targets to reduce near and medium-term emissions through legally binding carbon budgets. The fourth, fifth and sixth carbon budgets cover the periods 2023-2027, 2028-2032 and 2033-2037 respectively. In December 2020, the UK committed to an interim target to reduce economy-wide greenhouse gas emissions by at least 68% (compared to 1990 levels) by 2030 as part of the UK's Nationally Determined Contribution towards delivering the goals of the Paris Agreement.

The UK's Net Zero Strategy recognises the essential role that local government must play if national ambitions are to be achieved⁵⁷. The sector's legal powers, assets, access to targeted funding, local knowledge and relationships with stakeholders, enables local authorities to drive action directly and to inspire action by local businesses, communities and civic

society in a way that central government cannot. Government analysis has found that 30% of the emissions reductions required across all sectors to deliver the Carbon Budget 6 target rely on local authority involvement to some degree, while 82% of emissions are within local authorities' scope of influence.

Climate risks and opportunities

As well as the direct impacts of disruptive weather, it is important to thoroughly consider the holistic impacts of climate change and the risks and any opportunities they present. The UK government is required to undertake an assessment every five years to set out these risks and published the latest UK Climate Change Risk Assessment report in 2022.

In total, 61 risks and opportunities were identified for England, including to business, infrastructure, housing, the natural environment, our health, and risks from the impacts of climate change internationally⁵⁸.

Adaptation action has failed to keep pace with the worsening reality of climate risk⁵⁹. Of the identified 61 risks, the report found over half require further action to address them and the gap between the level of risk we face and the level of adaptation underway has already widened.



Some of these main risks for England include:

- The impacts of climate change on the natural environment
- An increase in the range and voracity of pests, pathogens and invasive species
- The risk of damage to vital infrastructure, including energy, transport, water, and ICT
- A reduction in public water supplies and periods of water scarcity
- The impact of extreme weather on the transport network
- The impacts of high temperatures on people's health and wellbeing
- Increased frequency and severity of flooding of homes, communities and businesses
- International impacts that may affect the UK, including supply chain disruption and risks to food availability

Local government has a clear role to play in both mitigating the effects of and adapting to the impacts of a changing climate. Councils have an interest in each of the 61 risks highlighted in the Climate Change Risk Assessment and are directly impacted by a number of these.

The triple planetary crisis

Climate change is one of the three aspects of the Triple Planetary Crisis. Defined by the United Nations as three main interlinked issues facing humanity of pollution, biodiversity loss and climate change⁶⁰, each of these grand challenges has its own causes, effects, and methods of resolution.

Pollution of the air is now the largest cause of disease and premature death in the world. The World Health Organisation have found that 99% of the world's population breathes air that exceeds WHO guideline limits for level of pollutants⁶¹. The sources of this pollution are widespread, including traffic, industrial emissions, indoor cooking and the presence of mould in homes.

Biodiversity loss refers to the dramatic reduction in the variety and volume of natural life on our planet, including plants, animals and whole ecosystems. Causes of biodiversity loss are structural and include destruction of habitat for land use change, overfishing, and changes to a habitat driven by climate change. A healthy, functioning natural environment underpins all life on earth and impacts our ability to breathe clean air, access fresh water and produce adequate food supplies.



56 The Climate Change Act 2008 (2050 Target Amendment) Order 2019 (legislation.gov.uk)

57 net-zero-strategy-beis.pdf (publishing.service.gov.uk)

58 CCRA-Evidence-Report-England-Summary-Final.pdf (ukclimaterisk.org)

59 UK Climate Change Risk Assessment 2022 (publishing.service.gov.uk)

Appendix B: data on greenhouse gas emissions and monitoring

Detail on Greenhouse gas emissions data by local authority

Global climate change is being driven largely by emissions of carbon dioxide (CO₂), however emissions of other gases, such as methane (CH₄) and nitrous oxide (N₂O) from agriculture, also make significant contributions to warming.

The key indicator of concern is the amount of greenhouse gas (GHG) emissions. The Department for Energy Security and Net Zero (ESNZ) produces annual data showing each local authority area's territorial GHG emissions, expressed in kilotons (kt) of carbon. This dataset is available at a local authority level, allowing for an understanding of CO₂ emissions which arise from within the administrative boundary of the area. These can be considered territorial carbon emissions, as opposed to consumption carbon emissions which are explored in further detail in the section below.

Historically this dataset would only detail CO₂ emissions. From the 2022 release onwards, the dataset now presents the combined emissions of all the GHGs under the Kyoto Protocol: carbon dioxide, methane, nitrous oxide, hydro-fluorocarbons, perfluorocarbons, nitrogen trifluoride and sulphur

hexafluoride⁶². This dataset is produced two years in arrears, meaning that any CO₂ reduction achieved in 2018 will be published in the dataset in 2020.

The integration of these GHGs into the dataset is welcome and does give a more informed picture of emissions at a local level, including aspects such as agriculture and land use. Nevertheless, the change in methodology makes direct comparison of local authority area's GHG emissions with previous years more problematic. Data for total GHGs emissions is only available from 2018 onwards, whilst CO₂ only emissions date back to 2005.

Net zero defined

A number of different terms are used in reference to efforts to reduce carbon emissions sufficiently to avoid the worst impacts of a changing climate. However, it is fundamental to distinguish between the number of terms used to define decarbonisation efforts, in order to understand the differences between them.

South Kesteven District Council has set a target to reduce carbon emissions from our own operations by at least 30% by 2030 and to net zero as soon as viable before 2050, against our baseline year of 2018/19. Achieving net-zero emissions means to pursue an ambitious science-based target, aligned to keep global heating below 1.5°C, across the whole value chain. Where residual carbon emissions remain which cannot be further reduced by operational changes, certified Greenhouse Gas (GHG) removal mechanisms can be employed such as tree planting through a registered scheme or carbon capture technology.

60 What is the Triple Planetary Crisis? | UNFCCC

61 Air pollution (who.int)

Scope of carbon emissions	Emission type	Definition	Examples
Scope 1	Direct emissions	<ul style="list-style-type: none"> Emissions of carbon directly into the atmosphere, arising from sources directly owned, managed, or controlled by the reporting body 	Natural gas, vehicle fleet operation, refrigerants
Scope 2	Indirect emissions	<ul style="list-style-type: none"> Indirect emissions of carbon associated with the generation of purchased energy, used by the reporting body 	Electricity, purchased heat
Scope 3	All other emissions	<ul style="list-style-type: none"> Upstream and downstream emissions of carbon arising from the value chain of the reporting body 	Business travel, waste, water, procured goods and services, operation of leased assets



Contact Details

Alternative formats are available on request:
audio, large print and Braille

South Kesteven District Council
01476 40 60 80

✉ customerservices@southkesteven.gov.uk
↗ www.southkesteven.gov.uk



SOUTH
KESTEVEN
DISTRICT
COUNCIL



South Kesteven District Council's Climate Action Strategy

Executive Summary



South Kesteven District Council is committed to responding to the global issue of climate change at a local level through developing a framework for action to reduce the organisation's carbon footprint by at least 30% by 2030 and to reach a net zero carbon position for the district before 2050.

To achieve this, we are focusing on:

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- 1. Continuing to reduce the carbon emissions from our own Council activities**
- 2. Supporting and facilitating partnership working of stakeholders throughout South Kesteven and Lincolnshire to achieve net zero carbon in the District**
- 3. Adapting to the impacts of climate change at a local level**

Our first Climate Action Strategy maps out the main concerns and areas of focus relating to climate change mitigation and adaptation within the district. The programme of work has been structured into three phases: short term (2023 – 2025); medium term (2025-2030); longer term (2030 and beyond).

Our framework for delivery is in three key strands: Low carbon Council, Low carbon Communities and Low carbon District. This reflects our ability to control and to influence change, as well as our need to work with others to deliver that change.

A Climate Action Plan will be developed setting out projects and plans to deliver on the goals set out in the Climate Action Strategy. Eight key Themes have been identified, demonstrating the broad scope of work needed to effectively address climate change for South Kesteven:

Built Environment

- Lead local action to deliver high quality retrofit of domestic properties, across tenure types
- Help to deliver new developments in South Kesteven in which low-carbon principles are embedded
- Continue to decarbonise public sector owned buildings, including those owned by South Kesteven District Council

Power

- Identify and deploy renewable energy solutions where viable for SKDC properties
- Drive partnership opportunities to support and encourage renewable energy generation in the district and unlock green growth
- Support energy efficiency opportunities across the board to reduce overall energy demand

Transport

- Support opportunities to reduce need to travel and unlock near term carbon reductions
- Ensure South Kesteven has a high-quality network of electric vehicle charging points that meets the needs of residents, businesses and visitors
- Work to embed public transport and active travel options for urban journeys

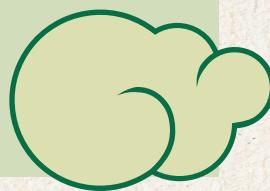


Growing our Green Economy

- Provide a supportive structure for skills and training for low carbon and net zero businesses
- Boost the number of low carbon businesses operating within South Kesteven and work towards becoming a regional hub for low carbon business
- Ensure Council procurement activity delivers local benefits for net zero

Resources

- Reduce the quantity of waste produced in the District
- Increase proportion of waste reused, recycled or composted to support the regional circular economy
- Ensure water is used in the most efficient way



Communities

- Lead on communications and engagement within the district on climate change, adaptation and carbon reduction
- Engage with the South Kesteven community on the Climate Action Strategy and carbon reduction aspirations
- Ensure that projects and policy from the Council addressing net zero provides a fair transition, ensuring that no resident is left behind

Natural Environment

- Engage with partners to support projects boosting biodiversity and tree planting in South Kesteven
- Manage Council owned green spaces to boost biodiversity
- Embed Biodiversity Net Gain principles into new developments

Decision Making

- Embed response to climate change and carbon reduction across all areas of the Council
- Review capacity to raise finance to deliver key projects for the Council and District
- Provide comprehensive training to Council staff and Councillors on climate change, carbon reduction and sustainability

Through our eight identified Themes, we also outline the multiple, wider co-benefits of pursuing action in each area:



Reducing fuel poverty



Improving health and wellbeing



Boosting jobs and growth



Improving air quality



Reducing the impact of flooding



Boosting Biodiversity



Reducing traffic congestion



Ensuring a fair society



Since the Council's declaration of climate emergency in September 2019, regular reporting into the Council's Environment Overview and Scrutiny Committee has taken place on our climate change work. This includes an annual report on carbon emissions arising from Council operations, a high level overview of district-wide carbon emissions, and the Climate Matters report detailing key climate projects. We will continue to report and monitor progress on the Climate Action Strategy in this way.

[Click here for the full version of South Kesteven District Council's Climate Action Strategy](#)
(including background, methodology, development and strategic framework).

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SOUTH
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DISTRICT
COUNCIL



Cabinet

7 November 2023

Report of the Chief Executive

Cabinet Forward Plan

Report Author

Lucy Bonshor, Democratic Officer

 l.bonshor@southkesteven.gov.uk

Purpose of Report

This report highlights matters on the Cabinet's Forward Plan.

Recommendations

That Cabinet:

1. Notes the content of this report.

Decision Information

Is this a Key Decision? No

Does the report contain any
exempt or confidential
information not for
publication?

What are the relevant
corporate priorities? High performing Council

Which wards are impacted? All

1. Cabinet's Forward Plan

- 1.1** The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 set out the minimum requirements for publicity in connection with Key Decisions. The Council meets these legislative requirements through the monthly publication of its Forward Plan.
- 1.2** Cabinet may also receive reports on which it is asked to make recommendations to Council or review the contents and take necessary action. These items are also listed on the Forward Plan.
- 1.3** To help Cabinet understand what issues will be put before it in the longer-term, items for consideration during the preceding year have been included in the Cabinet's Forward Plan. The Forward Plan also includes details of items scheduled for each of the Council meetings due to be held within the plan period.

2.0 Appendices

- 2.1** Appendix 1 – Cabinet's Forward Plan



SOUTH
KESTEVEN
DISTRICT
COUNCIL

CABINET FORWARD PLAN
Notice of decisions to be made by Cabinet
30 October 2023 to 29 October 2024

At its meetings, the Cabinet may make Key Decisions and Non-Key Decisions. It may also make recommendations to Council on matters relating to the Council's budget or its policy framework.

A Key Decision is a Cabinet decision that is likely:

1. To result in the District Council incurring expenditure which is, or the making of savings which are, significant having regard to the District Council's budget for the service or function to which the decision relates (for these purposes, South Kesteven District Council has agreed £200,000 as the threshold at which a decision will be considered significant); or
2. To be significant in terms of its effects on communities that live or work in an area comprising two or more wards.

The Forward Plan

The Cabinet Forward Plan is a rolling, 12-month plan that will be updated on a regular basis. It includes those Key Decisions and Non-Key Decisions that are scheduled to be considered by Cabinet during the plan period.

Notice of future Cabinet decisions and recommendations to Council

Summary	Date	Action	Contact
South Kesteven District Council Customer Service Point Relocation - Key Decision			
Decision to approve relocation of the existing temporary Customer Service Point from the Guildhall Art Centre to the ground floor unit 2 of the Picture House, St Catherine's Road, Grantham	7 Nov 2023	To approve the relocation.	Leader of the Council (Councillor Richard Cleaver) Gyles Teasdale, Property Services Manager E-mail: g.teasdale@southkesteven.gov.uk
Domestic Battery Recycling Service - Key Decision			
To select the most cost effective and sustainable option for introducing a domestic battery recycling service.	7 Nov 2023	To approve the desired option.	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Adrian Ash, Interim Assistant Director of Operations E-mail: adrian.ash@southkesteven.gov.uk
Acceptance of Swimming Pool Support Funding - Key Decision			
An offer of external funding in the sum of £344,000 has been received by the Council from the Swimming Pool Support Fund.w	7 Nov 2023	To accept the funding award of £344,000.	Cabinet Member for Leisure and Culture (Councillor Paul Stokes) Karen Whitfield, Assistant Director of Culture and Leisure E-mail: karen.whitfield@southkesteven.gov.uk

Summary	Date	Action	Contact
Updated Climate Action Strategy for South Kesteven - Non Key Decision			
Following a public consultation conducted, a revised Climate Action Strategy has been developed setting out South Kesteven District Council's aspirations to reduce carbon emissions and adapt to the impacts of climate change within the district.	7 Nov 2023	Cabinet is asked to approve the adoption of the Climate Action Strategy for South Kesteven.	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Serena Brown, Sustainability and Climate Change Officer E-mail: serena.brown@southkesteven.gov.uk
Housing Repairs Policy - Non Key Decision			
To review the current Housing Repairs Policy and make any required changes.	7 Nov 2023	To approve any changes required.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk
Health Cash Plan - Non Key Decision			
Proposed introduction of a Health Cash Plan for employees of the Council – a report previously considered by Employment Committee.	7 Nov 2023	To consider the recommendation from Employment Committee.	Cabinet Member for People & Communities (Councillor Rhea Rayside) Fran Beckitt, Head of HR E-mail: fran.beckitt@southkesteven.gov.uk

Summary	Date	Action	Contact
Rent and Service Charges Policy - Non Key Decision			
The policy outlines how the Council will calculate and charge rent and service charges for the housing stock that it owns and has responsibility to manage and maintain. The Council is required by law to carry out a review of council service charges from time to time and to ensure the Housing Revenue Account (HRA) does not fall into a deficit position. The rent level determines the income to the Housing Revenue Account that drives the HRA Business Plan.	5 Dec 2023	To approve the policy.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Celia Bown, Senior Housing and Policy Strategy Officer E-mail: c.bown@southkesteven.gov.uk
HRA Business Plan and Asset Management Strategy 2021-2026 - Key Decision			
To consider the strategy	5 Dec 2023	To adopt a Housing Asset management Strategy	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk
Contract Awards in relation to social landlord responsibilities - Key Decision			
To seek approval of contract	5 Dec 2023	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk

Summary	Date	Action	Contact
Budget Monitoring Quarter 2 Forecast – Non Key Decision			
Financial budget monitoring and forecasts for period 2 of 2023/2024.	5 Dec 2023	To note the report, and make any recommendations as necessary to the Finance and Economic Overview and Scrutiny Committee.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Alison Hall-Wright, Assistant Director of Finance (Deputy Section 151 Officer) E-mail: A.Hall-Wright@southkesteven.gov.uk
Local Council Tax Support Scheme - Key Decision			
To consider the Council's Local Council Tax Support Scheme for the 2024/2025 financial year.	5 Dec 2023	To recommend the Scheme to Full Council.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Richard Wyles, Chief Finance Officer and Deputy Chief Executive (Section 151 Officer) E-mail: r.wyles@southkesteven.gov.uk
Council Tax Base 2024/2025 - Key Decision			
To determine the Council Tax Base to form the basis of the 2023/2024 budget proposals to be recommended to Council.	5 Dec 2023	To recommend the Council Tax Base to Full Council.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Richard Wyles, Chief Finance Officer and Deputy Chief Executive (Section 151 Officer) E-mail: r.wyles@southkesteven.gov.uk

Summary	Date	Action	Contact
Corporate Plan - Key Decision			
To adopt a refreshed Corporate Plan and Corporate Priorities for the Council. The Corporate Priorities were recommended by the Employment Committee meeting held in June 2023.	18 Jan 2024 (Cabinet) 25 Jan 2024 (Full Council)	To adopt the Plan.	Leader of the Council (Councillor Richard Cleaver) Debbie Roberts, Head of Corporate Projects, Policy and Performance E-mail: Debbie.Roberts@southkesteven.gov.uk
Contract Awards in relation to social landlord responsibilities - Key Decision			
To seek contract approval.	18 Jan 2024	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk
Draft Budget Proposals for 2024/2025 - Key Decision			
To consider the draft budget proposals for 2024/2025	18 Jan 2024	To consider the proposals.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Richard Wyles, Chief Finance Officer and Deputy Chief Executive (Section 151 Officer) E-mail: r.wyles@southkesteven.gov.uk
Contract Awards in relation to social landlord responsibilities - Key Decision			
To seek contract approval.	6 Feb 2024	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk

Summary	Date	Action	Contact
Budget Monitoring Quarter 3 Forecast – Non Key Decision			
Financial budget monitoring and forecasting for period 3 in 2023/2024.	6 Feb 2024	To note the report, and make any recommendations as necessary to the Finance and Economic Overview and Scrutiny Committee.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Alison Hall-Wright, Assistant Director of Finance (Deputy Section 151 Officer) E-mail: A.Hall-Wright@southkesteven.gov.uk
Budget Proposals for 2024/2025 and Indicative Budgets for 2025/2026 and 2026/2027 - Key Decision			
To consider the proposed budget for 2024/2025	6 Feb 2024	To recommend the Budget to Full Council.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Richard Wyles, Chief Finance Officer and Deputy Chief Executive (Section 151 Officer) E-mail: r.wyles@southkesteven.gov.uk
Contract Awards in relation to social landlord responsibilities - Key Decision			
To seek contract approval.	12 Mar 2024	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Jodie Archer, Head of Housing Services E-mail: jodie.archer@southkesteven.gov.uk

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