



Tuesday, 2 December 2025 at 4.00 pm
Council Chamber - South Kesteven House, St. Peter's Hill,
Grantham. NG31 6PZ

Committee Members: Councillor Ashley Baxter, Leader of the Council (Chairman)
Councillor Paul Stokes, Deputy Leader of the Council (Vice-Chairman)
Councillor Rhys Baker, Councillor Richard Cleaver, Councillor Phil Dilks, Councillor Philip Knowles and Councillor Virginia Moran

Agenda

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

1. **Public Open Forum**
The Cabinet welcomes engagement from members of the public. To speak at this meeting please register no later than one working day prior to the date of the meeting via democracy@southkesteven.gov.uk
2. **Apologies for absence**
3. **Disclosure of Interests**
4. **Minutes of the previous meeting** (Pages 3 - 10)
Minutes of the meeting held on 4 November 2025.
Items for recommendation to Council
5. **Council Tax Base 2026/27** (Pages 11 - 16)
To explain the Council Tax Base for 2025/26 in accordance with relevant statutory requirements
Items for Cabinet Decision: Key
6. **3G Pitch Funding Contribution** (To Follow)
To agree a contribution as match funding to support a bid to the Football Foundation to provide a 3G football pitch in the Deepings

Items for Cabinet Decision: Non-Key

- 7. Discretionary Payment Policies 2026/27** (Pages 17 - 39)
To provide an update on Discretionary Housing Payment (DHP) expenditure and requests Cabinet to approve the policy for 2026/27.

Items for information

- 8. Cabinet Forward Plan** (Pages 41 - 47)
This report highlights matters on the Cabinet's Forward Plan.
- 9. Open Questions from Councillors**

Minutes

Cabinet

Tuesday, 4 November 2025



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Date of publication: 19 November 2025

Call in expiry: 26 November 2025. Decisions can be implemented on 27 November 2025 (if no call-in).

The Leader: **Councillor Ashley Baxter**, (Chairman)

The Deputy Leader: **Councillor Paul Stokes**, (Vice Chairman)

Cabinet Members present

Councillor Rhys Baker, Cabinet Member for Environment and Waste

Councillor Richard Cleaver, Cabinet Member for Property and Public Engagement

Councillor Phil Dilks, Cabinet Member for Planning

Councillor Philip Knowles, Cabinet Member for Corporate Governance and Licensing

Councillor Virginia Moran, Cabinet Member for Housing

Non-Cabinet Members present

Councillor Tim Harrison

Councillor Charmaine Morgan

Councillor Ian Selby

Councillor Elvis Stooke

Officers

Karen Bradford, Chief Executive

Richard Wyles, Deputy Chief Executive and Section 151 Officer

Alison Hall-Wright, Director of Housing and Projects (Deputy Monitoring Officer)

Emma Whittaker, Assistant Director (Planning & Growth)

Chris Prime, Communications Manager

James Welbourn, Democratic Services Manager

Emma-Jayne Abbott, Housing Strategy Manager

Patrick Astill, Communications Officer

55. Public Open Forum

There were no questions or statements from members of the public.

56. Apologies for absence

An apology for absence had been received from Councillor Rhys Baker; however, he was able to join proceedings partway through the meeting.

57. Disclosure of Interests

No interests were disclosed.

58. Minutes of the previous meeting

The minutes of the meeting held on 7 October 2025 were approved as an accurate record.

59. Housing Revenue Account Revenue Forecast 2025/26

Purpose of report

To present the Council's forecast 2025/26 financial position as at end of September 2025.

Decision

That Cabinet:

- 1. Noted the forecasted 2025/26 outturn position for the Housing Revenue Account (HRA) Revenue and Capital budgets as at the end of September 2025.**
- 2. Recommended to Council that the forecasted overspend of £2.781m regarding repairs and maintenance costs was funded from the following HRA Reserves and that the HRA revenue budgets are increased accordingly.**
 - £1.000m from the Reactive Repairs Reserve**
 - £1.781m from the HRA Priorities Reserve**
- 3. Recommended that Council delegates authority to the Deputy Chief Executive and s151 Officer, in consultation with the Cabinet Member for Finance, HR and Economic Development to allocate up to £250k additional funding from the HRA Priorities Reserve to meet any additional financial pressures that may arise during this financial year.**

Alternative options considered and rejected

The option of not producing a monitoring report was discounted.

Reasons for the decision

Members should be updated regarding the financial position of the Authority. Effective budget management was critical to ensuring financial resources were targeted towards the Council's priorities.

Monitoring enabled early identification of variations against the plan and timely corrective action.

Cabinet need to seek Council approval to amend budget frameworks and to increase HRA budgets.

The following points were highlighted during debate:

- The forecasted pressures were highlighted in Budget Monitoring reports seen last month. The projected overspend was £2.781 million.
- The pressures were due to:
 - A clearance of the maintenance backlog
 - Tackling the void turnaround times and improving performance from 79 days in March 2025 to 54 days in August 2025. The number of void properties has reduced from 103 to 68 in the same period.
 - The poor condition properties are being left in by the outgoing tenant and therefore the scale of the works required before the property can be relet.
 - Increasing labour and material costs.
 - Emerging legislative responsibilities and new statutory obligations.
- A preliminary breakdown of the forecast overspend attributable to these factors revealed the following:
 - £1.700m addressing backlog voids and meeting new performance targets.
 - £0.350m inflationary and additional material costs.
 - £0.850m Regulation changes.
 - This report would also be scrutinised by the Finance and Economic Overview and Scrutiny Committee on 18 November 2025.
 - There had been an increased focus to decrease void turnaround times which had contributed towards an overspend on the HRA. However, this had led to increased rent receipts of £458k and reduced void times from 136 days to 79 days (as at July 2025).
 - An example of 'regulation changes' was the introduction of Awaab's Law. This UK legislation mandates social landlords to fix hazards like damp and mould within strict timeframes.
 - There were approximately 6,000 outstanding repairs to council-owned properties 18 months ago; this figure had been reduced to around 2,500.
 - The existing budget was being applied to a regular schedule of repairs to council-owned properties, alongside an inherited backlog.

60. 2025-2030 Housing Strategy

Note: Councillor Rhys Baker joined the meeting.

Purpose of report

To seek approval for the adoption of the Housing Strategy which had been presented to the Housing Overview and Scrutiny Committee on 19 June 2025.

Decision

That Cabinet:

- 1. Approve the draft Housing Strategy.**
- 2. Delegate to the Director of Housing and Projects, in consultation with the Cabinet Member for Housing, the making of minor amendments to the Strategy, as required by changes to regulation or legislation.**

Alternative options considered and rejected

The 2020-2024 Housing Strategy could have been refreshed based on its current priorities and the data updated. However, the priorities were implemented in 2020 and the context for the priorities had changed considerably in the last 5 years with regards to national housing legislation, regulation and policy.

The Council could have chosen not to have a Housing Strategy as there was no statutory or legal requirement to have one in place. However, as outlined within the report, it was considered best practice to do so.

Reasons for the decision

A new Housing Strategy was agreed in order to provide a clear framework for all housing policy across the district for all tenures as this was considered best practice.

61. Finance Update Report – April to September 2025

Purpose of report

To present the Council's forecasted 2025/26 financial position as at the end of September 2025 with specific regard to the General Fund Revenue Budget and Capital Programme.

Decision

Cabinet noted the Finance Update.

Alternative options considered and rejected

The option of not producing a monitoring report was discounted because Cabinet should have oversight of the Council's budgets.

Reasons for the decision

Members should be kept up-to-date on the financial position of the Authority, because effective budget management was critical to ensuring financial resources were targeted towards the Council's priorities. Regular monitoring enabled early identification of variations against the plan and timely corrective action.

There was a forecasted surplus of £499,000 within General Fund (GF) Revenue. This was due in part to:

- Reduced inflation on fuel
- Utilities being purchased at a lower unit rate than budgeted
- Projected growth in car parking sales at the Cattlemarket Car Park, Stamford
- Higher than anticipated green waste income

There was no current cause for concern for the collection of Council Tax and Business Rates.

The Council's current position was to internally finance the majority of its capital projects such as the new depot project and St. Martin's Park in Stamford due to the high cost of borrowing from the Public Works Loans Board (PWLB). However, if the capital programme were to become more ambitious then it would be less likely that the Council's cash balances could be relied upon.

The Business Rates reset would be difficult for some Councils to absorb; however, it was hoped that South Kesteven District Council would be resilient to most of the reset.

This report would also be presented to the Finance and Economic Overview and Scrutiny Committee on 18 November 2025.

62. Mobility Vehicle Policy

Purpose of report

To seek approval from Cabinet for the adoption of the Mobility Vehicle Policy having been recommended by the Housing Overview and Scrutiny Committee meeting held on 17 March 2025.

Decision

That Cabinet:

- 1. Approves the draft Mobility Vehicle Policy.**
- 2. Delegates authority to make minor amendments to the policy, as required by changes to regulation or legislation to the Director of Housing and Projects, in consultation with the Cabinet Member for Housing.**
- 3. Undertakes a review of the new Policy within 12 months.**

Alternative options considered and rejected

Option 1 – do nothing. Cabinet could have chosen not to implement this policy and the Mobility Vehicle Registration Scheme. The implication of this would have been continued fire, safeguarding and health and safety risks.

Option 2 – implement this policy but not implement the outside designated storage and charging facilities at the sheltered housing schemes. The implication of this would have been a reliance upon indoor designated storage and charging facilities at the sheltered housing schemes; some schemes had insufficient storage for the number of mobility scooters.

Reasons for the decision

To ensure the Council complied with legislation regarding fire, health and safety risks and provided a clear policy framework for tenants and leaseholders.

The creation of a Policy began as part of a far larger piece of work on 36 sheltered housing schemes. It became apparent that there were unusual ways of charging mobility scooters and consequently it was determined that a policy was required.

The Regulatory Reform (Fire Safety) Order 2005 required that fire risks in common areas are assessed, and actions taken to reduce these risks. In residential buildings, mobility scooter and other battery powered vehicle fires could pose a risk to safety and life of tenants, leaseholders, employees, firefighters, and others, when stored in communal areas and/or evacuation routes.

A review of the mobility scooter storage facilities at the Council sheltered housing schemes across the district established that many scooters were being stored and charged inside schemes or externally and adjacent to buildings, causing unacceptable fire and health and safety risks. The residents were using the Council's electricity supply (at no additional charge to the owner of each scooter). Furthermore, mobility vehicles were being stored in locations obstructing fire escape routes. Finally, officers reported that some mobility scooters were being charged outside via an extension cable through the window of resident accommodation which presented a further fire risk.

The number of scooters and other battery-operated vehicles would continue to increase, therefore it was essential to put a policy in place.

A Mobility Scooter Policy was first developed in 2021, and a widespread consultation took place. The policy had been revised since then and now encompassed other battery-operated mobility vehicles and was now the Mobility Vehicle Policy. The policy was presented to the Housing Overview and Scrutiny Committee (OSC) in March 2025, and consultation took place on this during August/September 2025. All tenants in the sheltered housing corridor schemes and a sample of other sheltered housing and general needs housing residents were asked for their views.

The intention was to install charging pods so there was somewhere secure to store scooters. Residents could charge it as and when they liked, on a 'per cost' basis.

The following points were highlighted during debate:

- Mobility scooter users were often forgotten and ignored whenever transport policy gets discussed. The Administration was committed to ensuring safe and convenient storage for these vehicles. Residents would not be required to pay towards the costs of installation.
- A comprehensive consultation was carried out. All issues raised within the consultation would be taken into consideration (including where storage pods would be).
- Storage pods needed to be as close as possible to the sheltered housing schemes. There may be additional costs for storage pods if they had to be attached to the side of a building rather than utilising existing space within the schemes.
- Some residents might not be able to walk from the proposed scooter storage to their room; however individual needs of residents would be considered when the work commenced, and one option could be to re-house tenants who were adversely affected.
- One visiting member felt that, although the Policy was a good start, some tweaks were required, particularly with regard to:
 - those with severe mobility issues
 - relocating residents, and
 - determining the priority given to storage allocations.
- The Council was under no obligation to provide storage facilities where none existed.
- If a resident presented with a greater need for an allocation than another then this would be considered and then a solution would be sought.
- The Policy had been presented to Housing OSC and a public consultation followed. Whilst it was true that only 30% of respondents had a mobility scooter, the Council could not compel people to respond to consultations or surveys.
- Residents would get a period of grace until a solution that is right for them is found.
- There were 54 scooters across 14 schemes. Storage pods would be installed initially at corridor schemes with the highest levels of scooters because they were currently being stored within a flat, a potential fire risk.

- There was currently no need to operate a waiting list for storage allocations. If high volumes of people apply for spaces, then a needs assessment may be required.
- The Policy was not an attempt to ban mobility vehicles; it was aimed at protecting people within these buildings.

Cabinet agreed to review the document within the next 12 months to reflect on its practical implementation and any scope for improvement.

63. Cabinet Forward Plan

The Cabinet Forward Plan was noted.

64. Open Questions from Councillors

There were no questions to Cabinet Members. There were however some points highlighted by visiting members:

- It was the Remembrance season, and it was heartwarming to see displays around the district. Much work had been put in by officers, and by those serving parish and town councils around South Kesteven. The Leader of the Council had attended a [‘Soldiers from the Sky’](#) event at Easton Walled Gardens.
- Thanks were given to staff who had supported the Halloween events at Wyndham Park, Grantham.
- The Chairman of Council thanked the Member Services Officer, Sam Selby for her support in preparations for Remembrance; in particular with procuring a purple wreath to commemorate the animals that had served in the two World Wars.
- Councillors Harrison and Cunnington were due to support the Grotto at Earlesfield Community Centre and would be grateful for any donations from staff for this.

The meeting closed at 5:08pm.



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Cabinet

Tuesday, 2 December 2025

Report of Councillor Ashley Baxter
The Leader of the Council,
Cabinet Member for Finance, HR and
Economic Development

Council Tax Base 2026/27

Report Author

Claire Moses, Head of Service (Revenues, Benefits and Customer Service)

✉ claire.moses@southkesteven.gov.uk

Purpose of Report

To explain the Council Tax Base for the financial year 2026/27.

Recommendations

That Cabinet recommends to Council:

- 1. The Council Tax Base for 2026/27 of 50,762.3 in accordance with the relevant legislation.**

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?	Effective 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 Setting the tax base is an important milestone in the annual budget setting process and allows the Council to project the anticipated Council Tax that will be collected for the following financial year.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

- 1.2 The approval of the Council Tax Base detailed in this report is required in accordance with the legislation referred to in Section 67 of the Local Government Finance Act 1992, which sets out the requirements for council tax setting which can be discharged by Full Council.
- 1.3 The proposals in this report will be considered by Council at its budget setting meeting scheduled for 26 February 2026.

Completed by: James Welbourn, Democratic Services Manager

2. Background to the Report

- 2.1. The Local Government Finance Act 1992 amended by s84 of the Local Government Act 2003 set out requirements for each local authority to make its own arrangements for adopting the Council Tax Base. The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 (SI 2012:2914) provides amended statutory guidance to incorporate changes resulting from the introduction of the Local Council Tax Support Scheme (LCTSS).
- 2.2. The Tax Base forms part of the calculation for the Council Tax for the local area; therefore the Council must agree the number of properties which form the Council Tax Base.
- 2.3. The Legislation sets out the timeframe in which Councils must calculate the Council Tax Base. The Council must inform relevant preceptors of the Council Tax Base by 31 January 2026.
- 2.4. The Council Tax varies between different bands according to proportions laid down in legislation. These proportions are based around Band D and are fixed so that the

bill for a dwelling in Band A will be one third of the bill for a dwelling in Band H. Applying the relevant proportion to each band's net property base produces the number of 'Band D' equivalent properties for the area.

2.5. In determining the Council Tax Base for 2026/27, the following factors have been considered:

- (a) The tax base for parishes is based on the number of properties as at 10 September 2025 and the discounts and exemptions applicable on 6 October 2025, as prescribed by legislation;
- (b) An adjustment for the impact of the local Council Tax Support Scheme adopted by South Kesteven District Council (SKDC);
- (c) An adjustment for the Empty Property Premium, which allows SKDC to charge a premium of between 100% and 300% depending on how long the property has remained empty;
- (d) An adjustment for the Second Home Premium, which allows SKDC to charge a premium of 100%.

2.6. The proposed tax base for South Kesteven for 2026/27 is 50,762.3 Band D equivalents. This is an increase of 1.24% on the previous financial year 2024/25. **Table 1** summarises this position and **Appendix A** analyses the figures at Parish level.

Table 1: Band D Equivalent Properties

	2026/27	2025/26	2024/25	2023/24	2022/23
Total Band D equivalents	54,521.9	53,780.3	53,404.5	53,017.6	52,663.2
Impact of LCTSS Discounts and Work Incentive	(3,759.6)	(3,639.8)	(3,694.5)	(3,688.6)	(3,956.5)
Total Band D Equivalent properties	50,762.3	50,140.5	49,710.0	49,329.0	48,706.7
Tax Base Growth	1.24%	0.86%	0.77%	1.28%	1.21%

Adjustment for the Localised Council Tax Support Scheme (LCTSS)

- 2.7 The localisation of Council Tax Support introduced from 1 April 2013 has a direct impact on the setting of the Council Tax base. Consequently, the Council Tax base must be adjusted to include the impact of the LCTSS approved by the Council.
- 2.8 As set out in Table 1, the LCTSS reduces the Tax Base and therefore the Council Tax income collected by individual precepting bodies.

Adjustment for Empty Property Premiums

- 2.9 The Local Government Finance Act 2012 introduced the power for local authorities to charge a premium of up to 300% where a property was left unoccupied and unfurnished.

- 2.10 The Rating (Property in Common Occupation) and Council tax (Empty Dwellings) Act 2018 allowed Councils to increase these premiums in line with legislation from 1 April 2019 and each year thereafter for a further two years.
- 2.11 The Council Tax Base is increased as a result of the empty premium which allows a billing authority to charge a premium on properties left unoccupied and unfurnished. These premiums are as follows: -
- (a) Up to 100% premium for properties empty between 2 and 5 years
– resulting in a full charge of 200%
 - (b) Up to 200% premium for properties empty between 5 and 10 years
– resulting in a full charge of 300%
 - (c) Up to 300% premium for properties empty for at least 10 years
– resulting in a full charge of 400%
- 2.12 As shown in **Table 1**, the empty property premium increases the tax base and therefore the Council tax income collected by individual precepting bodies.

3. Other Options Considered

- 3.1. No other options have been considered, as the Council is legally required to set a Council Tax Base.

4. Reasons for the Recommendations

- 4.1. If the recommendation is supported by Full Council, it will be used in the calculation and budget preparations for 2026/27.

5. Consultation

- 5.1. None – this report contains technical calculations for the Council's Tax Base for 2026/27 as prescribed by legislation.

6. Appendices

- 6.1 Appendix A – 2026/27 Council Tax Base by Parish.

2026/27 Council Tax Base by Parish

Parish / Town Council	2026/27 Band D Equivalents	2025/26 Band D Equivalents	Variance (2025/26 to 2026/27)
Grantham combined	11471.4	11452.3	19.1
Stamford combined	7547.7	7465.7	82.0
Bourne combined	6648.2	6372.9	275.3
Allington	355.7	354.8	0.9
Ancaster	625.9	596.8	29.1
Aslackby	127.3	116.3	11.0
Barholm & Stowe	42.6	43.8	-1.2
Barkston and Syston combined	255.7	256.0	-0.3
Barrowby	946.7	888.9	57.8
Baston	618.9	616.1	2.8
Belton & Manthorpe	204.8	205.5	-0.7
Billingborough	492.2	495.2	-3.0
Bitchfield	57.5	55.7	1.8
Boothby Pagnell	66.7	66.1	0.6
Braceborough & Wilsthorpe	137.7	141.1	-3.4
Braceby, Humby, Ropsley, Sapperton combined	341.1	337.3	3.8
Burton Coggles	41.1	41.0	0.1
Careby	77.3	76.2	1.1
Carlby	209.7	210.9	-1.2
Carlton Scroop and Normanton combined	127.5	126.2	1.3
Castle Bytham	336.5	329.2	7.3
Caythorpe & Frieston	536.3	530.2	6.1
Claypole	531.5	522.5	9.0
Colsterworth, Gunby & Stainby, North Witham combined	775.3	755.3	20.0
Corby Glen & Birkholme	508.4	451.8	56.6
Counthorpe & Creeton	26.7	27.2	-0.5
Deeping St James	2631.4	2640.4	-9.0
Denton	119.0	120.5	-1.5
Dowsby	58.2	54.4	3.8
Dunsby	53.3	54.0	-0.7
Easton and Stoke Rochford combined	77.3	78.6	-1.3
Edenham	122.2	119.0	3.2
Fenton	60.8	60.3	0.5
Folkingham	286.8	286.8	0.0
Foston	220.6	225.2	-4.6
Fulbeck	223.4	221.4	2.0
Greatford	131.8	131.5	0.3
Great Gonerby	792.3	788.0	4.3
Great Ponton	129.6	128.8	0.8

Haconby & Stainfield	200.6	199.1	1.5
Harlaxton	347.7	349.3	-1.6
Heydour	157.6	158.0	-0.4
Honington	64.0	63.4	0.6
Horbling	164.1	162.7	1.4
Hougham	82.9	83.9	-1.0
Hough-on-the-Hill	177.8	177.1	0.7
Ingoltsby	121.2	122.0	-0.8
Irnham	110.3	107.4	2.9
Kirkby Underwood	80.6	81.8	-1.2
Langtoft	801.7	786.3	15.4
Lenton	66.6	68.6	-2.0
Little Bytham	122.2	122.7	-0.5
Little Ponton & Stroxton	68.5	68.1	0.4
Londonthorpe & Harrowby without combined	1705.5	1717.5	-12.0
Long Bennington	1030.8	1004.5	26.3
Market Deeping	2358.8	2348.3	10.5
Marston	167.0	161.8	5.2
Morton & Hanthorpe	854.3	863.1	-8.8
Old Somerby	94.7	91.2	3.5
Pickworth	82.7	81.4	1.3
Pointon	196.0	197.6	-1.6
Rippingale	350.6	349.8	0.8
Sedgebrook	150.7	151.1	-0.4
Skillington	137.2	141.0	-3.8
South Witham	470.5	471.5	-1.0
Stubton	79.1	79.1	0.0
Swayfield	153.1	150.9	2.2
Swinstead	81.4	81.4	0.0
Tallington	393.4	367.6	25.8
Thurlby	819.3	822.1	-2.8
Toft Lound & Manthorpe	143.9	142.9	1.0
Uffington	316.5	312.4	4.1
Welby	78.6	79.7	-1.1
Westborough & Dry Doddington	145.0	144.1	0.9
West Deeping	115.8	118.4	-2.6
Witham-on-the-Hill	97.1	98.6	-1.5
Woolsthorpe	136.6	149.9	-13.3
Wyville cum Hungerton	20.8	20.3	0.5
Total by Billing Area	50,762.3	50,140.5	621.8



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Cabinet

Tuesday, 2 December 2025

Report of Councillor Ashley Baxter,
Leader of the Council,
Cabinet Member for Finance, HR and
Economic Development

Discretionary Payment Policies 2026/27

Report Author

Claire Moses, Head of Service (Revenues, Benefits and Customer Service)

✉ claire.moses@southkesteven.gov.uk

Purpose of Report

To update the Discretionary Council Tax Payment (DCTP) Policy 2026/27 and Discretionary Housing Payment (DHP) Policy 2026/27 and to request Cabinet approval for both policies.

Recommendations

Cabinet is recommended to:

- 1. Approve the Discretionary Council Tax Payment Policy for 2026/27;**
- 2. Approve the Discretionary Housing Payment Policy for 2026/27**

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?	Enabling economic opportunities Effective 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 funding of both these policies will be incorporated into the budget setting proposals for 2026/27 including the Localised Council Tax Support Scheme.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

- 1.2 The Council's practices, in relation to the allocation of Discretionary Council Tax Payments, are in line with its legal duty as part of the Localised Council Tax Support Scheme which is currently going through the relevant decision making process.
- 1.3 The Council's practices, in relation to the allocation of Discretionary Housing Payments, are in line with its legal duties. The Council is not obliged to contribute any additional funding from its own resources.
- 1.4 As the policies for 2026/27 do not contain any material amendments, there are no legal implications. However, the Council is adhering to best practice by reviewing the policies and keeping them up-to-date.

Completed by: James Welbourn, Democratic Services Manager

2. Background to the Report

- 2.1. The Council's Corporate Plan 2024-2027 has a clear commitment to healthy and strong communities and being a high performing council. The Discretionary Payment Policies are designed to support delivery of these priorities.

Discretionary Council Tax Payment Policy

- 2.2. This Policy supports residents already receiving Council Tax Support who face short-term financial crises. Annual funding of **£30,000** is proposed, subject to approval under the Localised Council Tax Support Scheme 2026-27.

- 2.3. If funding is approved, the Discretionary Council Tax Payment (DCTP) Policy for 2026/27 will be put into place to ensure effective financial support is provided to eligible recipients
- 2.4. DCTP can be applied for independently but is often considered as part of the application process for Discretionary Housing Payments (support for shortfall between Housing Benefit / Universal Credit award and eligible rent). Officers are aware of the DCTP and actively encourage customers to apply if eligibility criteria is met.
- 2.5. South Kesteven's Welfare and Financial Advice Team are aware of the funding. They consider this as part of the financial needs and support assessment which is undertaken when supporting any residents suffering ongoing financial pressures who are referred to them.
- 2.6. Residents are also being supported by the Welfare and Financial Advice Team as a result of the Household Support Fund (HSF) grant.

Discretionary Council Tax Payment (DCTP) Policy – 2026/27

- 2.7. The administration and payment of DCTP is at the discretion of each Local Authority. South Kesteven District Council (SKDC) has a DCTP Policy which sets out eligibility for the scheme and the application process. The Policy for 2026/27 is outlined in **Appendix 1**.
- 2.8. The current policy has been reviewed to ensure it is fit for purpose and achieves the aim to enable our most vulnerable residents, who cannot access any other income, to sustain their home and health.
- 2.9. There is one change to the policy, in paragraph 5.5, to bring the eligibility criteria into line with the Discretionary Housing Payment policy. This is to limit the amount of household capital (claimant and/or partner) to £4,000.
- 2.10. The proposed 2026/27 policy was included within the Localised Council Tax Support consultation process where the specific question was asked "*Do you think these schemes should continue in 2026/27*". A total of **90.18%** of respondents felt the schemes should continue (**358 of 397** responses).

Discretionary Housing Payment (DHP) Policy – 2026/27

- 2.11. This Policy assists claimants on Housing Benefit or Universal Credit where housing costs exceed benefit entitlement. Funding is provided by the Department for Work and Pensions, with South Kesteven's allocation for 2025/26 at **£155,861**.

- 2.12. The Discretionary Financial Assistance Regulations 2001 (SI 2001/1167) as amended by the Discretionary Financial Assistance (Amendment) Regulations 2008 SI 2008/637 provide a statutory framework for the administration of Discretionary Housing Payments (DHP). However, these regulations provide very broad discretion in respect of how these payments should be administered and as a result the administration and payment of DHP is at the discretion of each LA.
- 2.13. It is important DHP is recognised as support for people with short-term crises. Where longer term support is required, this is achieved through identification of additional longer term financial support – such as income top-ups, referrals to the Councils Welfare and Financial Advice Team, referrals to external support agencies such as Citizens Advice and Money and Pensions Service. For SKDC's own social housing tenants, liaison with our Housing Team is important to ensure a holistic approach to prevent homelessness and to ensure each resident is supported through our Tenancy Support Team.
- 2.14. The current policy has been reviewed to ensure it is fit for purpose and achieves the aim to enable our most vulnerable residents, who cannot access any other income, to sustain their home and health.
- 2.15. There are no proposals to make any changes to the policy. The policy for 2026/27 is included within **Appendix 2** to this report.
- 2.16. The proposed 2026/27 policy was included within the Localised Council Tax Support consultation process where the specific question was asked "Do you think these schemes should continue in 2026/27". A total of **90.18%** of respondents felt the schemes should continue (358 of 397 responses).

3. Key Considerations

- 3.1. The Council's current policies have been updated annually in line with delegated powers. These are important policies which provide details of additional financial support available to residents. Therefore, it is important the council continues to review these policies annually, not only to ensure the policies are fit for purpose, but to be reactive to any emerging issues faced by residents.

4. Other Options Considered

- 4.1 Removal of the DCTP fund, which would have a negative impact on those recipients of the fund and could impact collection of Council Tax due.

5. Reasons for the Recommendations

- 5.1 The recommendations are in line with Council's practices and legal duty to review the financial allocation and eligibility of each policy.

- 5.2 As the policies for 2026/27 do not contain any material amendments, there are no legal implications. However, the Council is adhering to best practice by reviewing the policies and keeping them up-to-date.

6. Consultation

- 6.1. These policies are consulted upon every year and reports are presented to Finance and Economic Overview and Scrutiny Committee.
- 6.2. The policies were included within the wider Localised Council Tax Support Scheme 2026/27 consultation which took place from 1 September to 30 September 2025.

7. Appendices

- 7.1. Appendix 1: Discretionary Council Tax Payment Policy – 2026/27
- 7.2. Appendix 2: Discretionary Housing Payment Policy – 2026/27

This page is intentionally left blank



SOUTH
KESTEVEN
DISTRICT
COUNCIL

Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

Discretionary Council Tax Payment Policy

—

2026/27



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

Version Control:

Current Version	Created by	Date changes made	Changes By	Approved By	New Version
1.0	Revenues and Benefits Technical Team	22 October 2024	Claire Moses – Head of Service	Cabinet – 3 December 2024	1.1
1.1	Revenues and Benefits Technical Team	21 October 2025	Claire Moses – Head of Service		

Table of Contents		Page number
1.	Introduction	3
2.	Statement of Objectives	3
3.	Conditions for entitlement	3
4.	Qualifying Criteria	3 to 4
5.	Awards	4 to 5
6.	Application Process	5
7.	Decision	6
8.	Payments	6
9.	Change of circumstances	6
10.	Refusals, reconsiderations, reviews and Appeals	6 to 7
11.	Managing the risk of Fraud	7
12.	Policy Review	7 to 8



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

1. Introduction

- 1.1 The Discretionary Council Tax Payment (DP) scheme provides additional funding to help those experiencing exceptional hardship in situations where Council Tax Support does not cover all of their council tax. To qualify for consideration for assistance under this scheme the customer must already be getting some Council Tax Support.

2. Statement of Objectives

- 2.1 The aim of the policy is to enable our most vulnerable residents additional support, who cannot access any other income, who need further help towards their Council Tax charge.
- 2.2 Awards of Discretionary Payments may be made where a resident has a short-term financial difficulty or has continuing and unavoidable needs that mean they are unable to pay their Council Tax. Awards will normally be for a defined period.
- 2.3 Consideration will be given as to whether all other discounts and sources of help have been exhausted. Where appropriate, decisions will be deferred until other avenues have been explored.

3. Conditions for entitlement

- 3.1 The person must:
- be entitled to Council Tax Support; and
 - appear to South Kesteven District Council to require some further financial assistance (in addition to the council tax support to which they are entitled) in order to meet their Council Tax charge.

4. Qualifying Criteria

- 4.1 Each application will be treated on its own merits having regard to relevant legislation and our Local Council Tax Support Scheme



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

- 4.2 Should the conditions for entitlement above be met, as per section 3, assessments are then approached in two ways:
1. Using a true financial assessment of income and essential outgoings, to establish if there is need for additional financial support, or
 2. A health and welfare assessment based on a person's ability to cope with day-to-day matters.

5. Awards

- 5.1 Normally awards will be made towards the current Council Tax charge rather than past debts. It is not expected that a significant award will be made towards past periods and tax payers should make applications for assistance within a reasonable time of their knowing that they will not be able to meet their monthly instalments.
- 5.2 Consideration will be given in particular to residents who have been clearly making an effort to pay their Council Tax, who have been engaging with us and are taking steps to resolving their financial difficulties. A higher priority will be given to those with short term difficulties; and a lower priority to people whose financial commitments are unsustainable and likely to remain so.
- 5.3 In making decisions on discretionary payments, the Council will also be mindful of national objectives to promote an individual's responsible behaviour, for example in the choice of a home or engagement in activities to address worklessness, debt or problematic behaviour.
- 5.4 The Council recognises that there may be circumstances in which Discretionary Council Tax Payments will be made other than as set out above.

Where awards cannot be made:

- 5.5 Discretionary Payments cannot be awarded towards any of the following:
- any period of charge still payable when the council tax payer is no longer resident
 - if you are not named as liable for the property



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

- for council tax included within your rent charge
 - increases in council tax to cover arrears
 - for periods of liability in which no Council Tax Support was awarded
 - The claimant and/or partner have over £4,000 in capital.
 -
- 5.6 Where a request for a discretionary payment has been refused, repeat requests will not be considered unless the resident can demonstrate that the situation has worsened significantly or a substantial period of time has elapsed.
- 5.7 All awards are at the discretion of South Kesteven District Council.
- 5.8 Where a request for a Discretionary Council Tax Payment has been refused, repeat requests will not be considered unless the resident can demonstrate that the situation has worsened significantly, or a substantial period of time has elapsed.
- 5.9 The Council recognises that there may be circumstances in which Discretionary Payments will be made other than as set out above.

6. Application Process

- 6.1 Applications should be made using the online application form on the council's website here: <https://www.southkesteven.gov.uk/housing/social-housing/extra-support-discretionary-housing-payment>
- 6.2 Should someone not have the required skill or capacity to apply using this method the council will provide an alternative method of making an application that meet the person's needs.
- 6.3 Wherever possible, the council will link in with other council departments and trusted partners, who can signpost applicants to the scheme or make applications and recommendations on a person's behalf.
- 6.4 The council may request any reasonable evidence in support of the application. The customer should provide the information within one month.



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

- 6.5 Evidence and information provided to decide any Housing Benefit or Council Tax Support or Universal Credit claim may also be considered.
- 6.6 If the customer does not provide the requested evidence, the council may still consider the application, however it may disregard any unsubstantiated statements or draw its own conclusions from other evidence available.
- 6.7 The council may in any circumstances verify any information or evidence provided by the claimant by contacting third parties, other organisations and the customer.

7. Decisions

- 7.1 All decisions made will be recorded on the Discretionary Payment spreadsheet and input on the operating system. Decision letters will be sent to the tax payer either in writing or electronically. This will set out whether an award has been made, and if so, the amount and duration of the award.

8. Payments

- 8.1 Discretionary Council Tax Payments will always be made directly onto the appropriate Council Tax account. South Kesteven District Council will recover any overpaid awards by adjusting the award on the appropriate Council Tax bill where a tax payers circumstances change.

9. Change of circumstances

- 9.1 A tax payer receiving a Discretionary Council Tax Payment must notify the council of any change which may be relevant to their award. Any change in circumstances or income may mean the level of Discretionary Council Tax Payment is amended.



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

10. Refusal, Reconsiderations, Reviews and Appeals

- 10.1 Where a customer believes that a decision is incorrect they can ask for it to be looked at again only on the basis that the decision maker has not correctly applied this policy. Where an applicant is aggrieved by a decision, but the basis of the disagreement is not that the policy was incorrectly applied, there is no right of appeal through the Valuation Tribunal Service for discretionary decisions; however, a legal challenge may be made if there is an allegation of maladministration.
- 10.2 In the interest of fairness, the Council will operate the following internal procedure.
- **Reconsideration:** Ask for the original decision to be looked at again if they have additional information that was omitted on the original application, or they believe the information was overlooked or misunderstood.
 - **Review:** If the applicant believes that the decision maker has not correctly applied this policy, a second officer will look at the reasons for the decision, whether it complies with this policy and decide if any changes should be made to the decision.

11. Managing the Risk of Fraud

- 11.1 The Council and the Government will not accept deliberate manipulation and fraud. Any business or person caught falsifying their records or the information submitted to gain an award will face prosecution and any funding issued will be subject to clawback, as may relief paid in error.
- 11.2 The Council also reserves the right to use any details submitted by person(s) to check against national records and databases to highlight any potentially fraudulent activity.



Discretionary Council Tax Payment Policy – 2026/27 – Version 1.1

12. Policy Review

- 12.1 This policy has been written in line with Government guidance and Local Priorities. Delegated powers of authority are in place, which allow for the policy to be reviewed annually, and recommended changes considered and through the Councils committee process. This is to ensure support is provided to residents efficiently and effectively.

South Kesteven District Council – contact details:

South Kesteven District Council
Council Offices
The Picture House
Grantham
Lincolnshire
NG31 6TT
Tel: 01476 40 60 80
www.southkesteven.gov.uk



SOUTH
KESTEVEN
DISTRICT
COUNCIL

Discretionary Housing Payment Policy – 2026/27 – Version 1.0

Discretionary Housing Payment Policy

—

2026/27



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

Version Control:

Current Version	Created by	Date changes made	Changes By	Approved By	New Version
1.0	Revenues and Benefits Technical Team	21 October 2025	Claire Moses – Head of Service		

Legislative information:

<https://www.gov.uk/government/publications/discretionary-housing-payments-guidance-manual>

Table of Contents		Page number
1.	Introduction	3
2.	Statement of Objectives	3
3.	Conditions for entitlement	3 to 4
4.	Qualifying Criteria	4
5.	Awards	4 to 6
6.	Application Process	6
7.	Decision	7
8.	Payments and overpayments	7
9.	Change of circumstances	7
10.	Refusals, reconsiderations, reviews and Appeals	7 to 8
11.	Managing the risk of Fraud	8
12.	Policy Review	8



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

1. Introduction

- 1.1 The Discretionary Housing Payment (DHP) scheme provides additional funding to help those experiencing exceptional hardship in situations where Housing Benefit / Universal Credit Housing Element does not cover all of the rent. To qualify for consideration for assistance under this scheme the customer must already be getting some Housing Benefit / Universal Credit Housing Element.
- 1.2 Please note that while the housing costs of the UC award notification may refer to support for mortgage interest payments, owner-occupiers are not eligible to receive DHPs.

2. Statement of Objectives

- 2.1 The aim of the policy is to enable our most vulnerable residents, who cannot access any other income, to sustain their home, health, family, and security.
- 2.2 Awards of Discretionary Housing Payments may be made where a resident has a short-term financial difficulty or has continuing and unavoidable needs that mean they are unable to pay their rent. Awards will normally be for a defined period.
- 2.3 Consideration will be given as to whether all other discounts and sources of help have been exhausted. Where appropriate, decisions will be deferred until other avenues have been explored.

3. Conditions for entitlement

- 3.1 The person must:
 - be a resident of a property within the South Kesteven district; and
 - have a liability to pay housing costs; and
 - be entitled to Housing Benefit; or
 - be entitled to Universal Credit that includes the housing element and the end of the first assessment period of Universal Credit has passed



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

4. Qualifying Criteria

- 4.1 Each application will be treated on its own merits having regard to relevant legislation and Department for Work and Pensions (DWP) guidance.
- 4.2 Should the conditions for entitlement above be met, as per section 3, assessments are then approached in two ways:
 1. Using a true financial assessment of income and essential outgoings, to establish if there is need for additional financial support, or
 2. A health and welfare assessment based on a person's ability to cope with day-to-day matters.

5. Awards

- 5.1 Normally awards will be made towards the current rental liabilities rather than past debts. It is not expected that a significant award will be made towards past periods and customers should make applications for assistance within a reasonable time of their knowing that they will not be able to pay their rent.
- 5.2 Awards of Discretionary Housing Payments should focus on enabling people to secure or retain a sustainable tenancy. Consideration will be given in particular to residents who have been clearly making an effort to pay their rent, who have been engaging with us and are taking steps to resolving their financial difficulties. A higher priority will be given to those with short term difficulties; and a lower priority to people whose financial commitments are unsustainable and likely to remain so.
- 5.3 Many people have difficulty paying their rent. Among these are:
 - those whose benefit is restricted because their rent is considered too high;
 - those whose benefit is restricted because their home is considered too large under the government's size criteria
 - those whose benefit is reduced by deductions for non-dependants who may not contribute adequately to cover those deductions;
 - those whose benefit is reduced by the taper for excess income;
 - those who have general difficulty managing the income they have, including those subject to the household benefit cap;



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

- those who are returning to work after a long period of unemployment who have difficulty in managing finances during the transition from benefit to a stable in-work income.
- 5.4 In making decisions on discretionary housing payments, the Council will also be mindful of national objectives to promote an individuals responsible behaviour, for example in the choice of a home or engagement in activities to address worklessness, debt or problematic behaviour.
- 5.5 The Council therefore expects payments to be made in unusual circumstances where additional help with current rent will have a significant effect in alleviating hardship, reducing the risk of homelessness or alleviating difficulties that may be experienced in the transition from long term benefit dependence into work.
- 5.6 With regard to awards towards deposits or rent in advance, supporting evidence must be provided and they will be limited to the equivalent of
- 5 weeks rent for deposit; and
 - 4 weeks rent for rent in advance for weekly rent charges
 - 1 month rent for rent in advance for monthly rent charged
- 5.7 Help towards removals if they are accompanied by valid supporting evidence.

Where awards cannot be made:

- 5.8 Discretionary Housing Payments cannot be awarded towards any of the following:
- service or support charges that are ineligible for Housing Benefit and Universal Credit Housing Element, including the provision and costs of white goods
 - furnishing, decorating or flooring costs
 - any charges for water, sewerage or allied environmental services
 - any notice period
 - rent on two homes (overlapping tenancies), in most situations
 - any council tax liability
 - increases in rent to cover rent arrears
 - reductions in any benefit due to the recovery of an overpayment of Housing Benefit/Universal Credit, or to sanctions relating to jobseekers, child support or benefit offences
 - shortfalls caused by overpayment recovery
 - HB that is suspended;



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

- The claimant and/or partner have over £4,000 in capital.
- Failure to follow recommendations the council have made on a previous Discretionary Housing Payment award.

- 5.9 All awards are at the discretion of South Kesteven District Council.
- 5.10 Where a request for a discretionary housing payment has been refused, repeat requests will not be considered unless the resident can demonstrate that the situation has worsened significantly, or a substantial period of time has elapsed.
- 5.11 The Council recognises that there may be circumstances in which Discretionary Housing Payments will be made other than as set out above.

6. Application Process

- 6.1 Applications should be made using the online application form on the council's website here: <https://www.southkesteven.gov.uk/housing/social-housing/extra-support-discretionary-housing-payments>

Should someone not have the required skill or capacity to apply using this method the council will provide an alternative method of making an application that meet the persons needs.

- 6.2 Wherever possible, the council will link in with other council departments and trusted partners, who can signpost applicants to the scheme or make applications and recommendations on a person's behalf.
- 6.3 The council may request any reasonable evidence in support of the application. The customer should provide the information within one month.
- 6.4 Evidence and information provided to decide the Housing Benefit or Universal Credit claim may also be considered.
- 6.5 If the customer does not provide the requested evidence, the council may still consider the application, however it may disregard any unsubstantiated statements or draw its own conclusions from other evidence available.
- 6.6 The council may in any circumstances verify any information or evidence provided by the claimant by contacting third parties, other organisations and the customer.



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

7. Decisions

- 7.1 All decisions made will be recorded on the Discretionary Housing Payment spreadsheet and input on the operating system. Decision letters will be sent to the customer either in writing or electronically (and landlord if they are being paid the Discretionary Housing Payment). The letter will set out whether an award has been made, and if so, the amount and duration of the award.

8. Payment and overpayments

- 8.1 Discretionary Housing Payments will be paid directly to the customer; however it may be paid to an agent, an appointee or a landlord if it is deemed appropriate. There will be instances of overpaid Discretionary Housing Payments and the council will seek ways to recover this where the overpayment is a result of a misrepresentation or failure to disclose a material fact by the claimant, or an error was made when the application was determined.

9. Change of circumstances

- 9.1 A customer receiving a Discretionary Housing Payment must notify the council of any change which may be relevant to their application or award. A change in circumstances may mean the level of Discretionary Housing Payment is amended.

10. Refusal, Reconsiderations, Reviews and Appeals

- 10.1 Where an applicant believes that a decision is incorrect, they can ask for it to be looked at again only on the basis that the decision maker has not correctly applied this policy. Where an applicant is aggrieved by a decision, but the basis of the disagreement is not that the policy was incorrectly applied, there is no right of appeal through the Social Security Tribunal for discretionary decisions



Discretionary Housing Payment Policy – 2026/27 – Version 1.0

however the route of judicial review is available if there is an allegation of maladministration.

10.2 In the interest of fairness, the Council will operate the following internal procedure.

- Reconsideration: Ask for the original decision to be looked at again if they have additional information that was omitted on the original application, or they believe the information was overlooked or misunderstood.
- Review: If the applicant believes that the decision maker has not correctly applied this policy, a second officer will look at the reasons for the decision, whether it complies with this policy and decide if any changes should be made to the decision.

11. Managing the Risk of Fraud

11.1 The Council and the Government will not accept deliberate manipulation and fraud. Any business or person caught falsifying their records or the information submitted to gain an award will face prosecution and any funding issued will be subject to clawback, as may relief paid in error.

11.2 The Council also reserves the right to use any details submitted by person(s) to check against national records and databases to highlight any potentially fraudulent activity.

12. Policy Review

12.1 This policy has been written in line with Government guidance and Local Priorities. Delegated powers of authority are in place, which allow for the policy to be reviewed annually, and recommended changes considered and approved by the Councils committee process. This is to ensure support is provided to residents efficiently and effectively.

South Kesteven District Council – contact details:

South Kesteven District Council
Council Offices



SOUTH
KESTEVEN
DISTRICT
COUNCIL

Discretionary Housing Payment Policy – 2026/27 – Version 1.0

The Picture House
Grantham
Lincolnshire
NG31 6TT
Tel: 01476 40 60 80
www.southkesteven.gov.uk

This page is intentionally left blank



SOUTH
KESTEVEN
DISTRICT
COUNCIL

CABINET FORWARD PLAN
Notice of decisions to be made by Cabinet
20 November 2025 to 19 November 2026

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
Local Government Reorganisation - Key Decision			
To consider the final LGR proposal for submission to government.	24 Nov 2025	To approve the LGR proposal, as appended to this report, for submission to government by 28 November 2025.	<p>Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Charles James, Policy Officer E-mail: charles.james@southkesteven.gov.uk</p>
3G Pitch Funding Contribution - Key Decision			
To agree a contribution as match funding to support a bid to the Football Foundation to provide a 3G football pitch in the Deepings	2 Dec 2025	Approval to commit match funding contribution	<p>Deputy Leader of the Council, Cabinet Member for Leisure and Culture (Councillor Paul Stokes)</p> <p>Karen Whitfield, Assistant Director – Leisure, Culture and Place E-mail: karen.whitfield@southkesteven.gov.uk</p>
Discretionary Payment Policies 2026/27 – Non-Key Decision			
To provide an update on Discretionary Housing Payment (DHP) expenditure and requests Cabinet to approve the policy for 2026/27.	2 Dec 2025	To consider approving the Policy.	<p>Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits, Customer Services and Community) E-mail: claire.moses@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
Council Tax Base 2026/27 - Key Decision			
To explain the Council Tax Base for 2025/26 in accordance with relevant statutory requirements	2 Dec 2025	To consider recommending to Council	<p>Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits, Customer Services and Community) E-mail: claire.moses@southkesteven.gov.uk</p>
Facilities Management Contract - Key Decision			
To obtain authority to enter in to the recently tendered Facilities Management Contract for SKDC's Corporate Assets.	15 Jan 2026	To provide authority to enter in to the recently tendered Facilities Management Contract for SKDC's Corporate Assets.	<p>Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver)</p> <p>Gyles Teasdale, Head of Property and ICT E-mail: g.teasdale@southkesteven.gov.uk</p>
Budget Report for 2026/2027 including Indicative Budgets for 2027/2028 and 2028/2029 - Key Decision			
To present the Budget report.	15 Jan 2026	To present the Budget report at a number of committees in the lead up to the Budget Council in February 2026.	<p>Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Richard Wyles, Deputy Chief Executive and Section 151 Officer E-mail: r.wyles@southkesteven.gov.uk</p>
Contract Award for New Build Housing Scheme at Toller Court, Horbling - Key Decision			
To consider awarding a contract for the Toller Court scheme	15 Jan 2026	To consider awarding the contract.	<p>Cabinet Member for Housing (Councillor Virginia Moran)</p> <p>Megan White, Project Support Officer E-mail: megan.white@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
Repairs and Voids Materials Contract - Key Decision			
To seek approval to enter into a new contract with a supplier of materials for our internal works teams.	15 Jan 2026	To seek approval to enter into a new contract with a supplier of materials for our internal works teams.	Cabinet Member for Housing (Councillor Virginia Moran) Mark Rogers, Head of Service (Technical Services) E-mail: mark.rogers@southkesteven.gov.uk
Localised Council Tax Support Scheme 2026/27 - Key Decision			
This report reviews the responses to the public consultation of the Council's Local Council Tax Support Scheme 2026/27, along with the recommendations from the meeting of the Finance and Economic Overview and Scrutiny Committee which took place on 18 November 2025.	15 Jan 2026	To consider recommending to Council.	Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter) Claire Moses, Head of Service (Revenues, Benefits, Customer Services and Community) E-mail: claire.moses@southkesteven.gov.uk
Fees and Charges Proposals 2026/27 - Key Decision			
To set out the Fees and Charges to be introduced for the financial year 2026/27	15 Jan 2026	Cabinet is asked to Recommend to Council the Fees and Charges for 2026/27	Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter) David Scott, Assistant Director of Finance and Deputy Section 151 Officer E-mail: david.scott@southkesteven.gov.uk

Summary	Date	Action	Contact
Biodiversity Action Plan for South Kesteven – Non-Key Decisions			
To present the South Kesteven Biodiversity Action Plan.	15 Jan 2026	Cabinet is requested to adopt the finalised South Kesteven Biodiversity Action Plan	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Serena Brown, Sustainability and Climate Change Manager, Louise Case, Sustainability Project Support Officer E-mail: serena.brown@southkesteven.gov.uk, louise.case@southkesteven.gov.uk
Climate Action Plan for South Kesteven - Key Decision			
To present to the Cabinet the Climate Action Plan for South Kesteven.	15 Jan 2026	Cabinet is requested to approve the adoption of the final Climate Action Plan.	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Serena Brown, Sustainability and Climate Change Manager E-mail: serena.brown@southkesteven.gov.uk
Contract Award for Fire Alarm System - Key Decision			
To award a contract for the installation of Fire Alarm System	15 Jan 2026	To consider approving the contract award	Cabinet Member for Housing (Councillor Virginia Moran) Phil Swinton, Emergency Planning and Health & Safety Lead E-mail: phil.swinton@southkesteven.gov.uk
Contract Award for Fire Compartmentation Works - Key Decision			
To approve the award of a contract for Fire Compartmentation works in the Council's Housing Stock	15 Jan 2026	To consider approving the contract award	Cabinet Member for Housing (Councillor Virginia Moran) Andy Garner, Senior Project Officer E-mail: andy.garner@southkesteven.gov.uk

Summary	Date	Action	Contact
Updated Tenancy Agreement - Key Decision			
To approve the updated Tenancy Agreement for tenants living in Council Owned Houses	15 Jan 2026	To consider approving the updated Tenancy Agreement	Cabinet Member for Housing (Councillor Virginia Moran) Celia Bown, Senior Housing and Policy Strategy Officer E-mail: c.bown@southkesteven.gov.uk
Corporate Enforcement Policy – Non-Key Decision			
To approve a new Corporate Enforcement Policy.	15 Jan 2026	To consider approving the new Corporate Enforcement Policy	Councillor Philip Knowles Ayeisha Kirkham, Head of Public Protection E-mail: ayeisha.kirkham@southkesteven.gov.uk
Tree Management Policies for South Kesteven – Non-Key Decision			
To present the results of analysis and modelling on the potential costs associated with changing the Council's approach to managing tree related risk, through the adoption of the updated Tree Management Policies.	15 Jan 2026	To consider adopting the updated Tree Management Policies	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Serena Brown, Sustainability and Climate Change Manager, Andrew Igoea, Tree Project Officer E-mail: serena.brown@southkesteven.gov.uk, andrew.igoea@southkesteven.gov.uk
Budget Report for 2026/27 including Indicative Budgets for 2027/2028 and 2028/2029 - Key Decision			
To present the budget report.	10 Feb 2026	To present the Budget report at a number of committees in the lead up to the Budget Council in February 2026.	Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter) Richard Wyles, Deputy Chief Executive and Section 151 Officer E-mail: r.wyles@southkesteven.gov.uk

Summary	Date	Action	Contact
Grantham Canal Safe Access and Water Level Control Works - Key Decision			
The report's purpose is to seek approval for the appointment of a contractor to carry out the safe access and water level control works	10 Feb 2026	Approval requested by Cabinet to appoint successful contracting company following tender for works	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver) Peter Withers, Interim Senior Assets Officer E-mail: peter.withers@southkesteven.gov.uk
Finance Update Report – April to December 2025 - Key Decision			
To present the Council's year end forecast for the financial year 2025/26 as at the end of December. The report covers the General Fund Revenue Budget, the Housing Revenue Account Budget, and the Capital Programmes for the General Fund and Housing Revenue Account	10 Feb 2026	To review and note the report.	Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter) David Scott, Assistant Director of Finance and Deputy Section 151 Officer E-mail: david.scott@southkesteven.gov.uk

This page is intentionally left blank