



SOUTH
KESTEVEN
DISTRICT
COUNCIL

CABINET FORWARD PLAN
Notice of decisions to be made by Cabinet
15 November 2023 to 14 November 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
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, Deputy Director (Finance and ICT) and 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, Deputy Chief Executive and Section 151 Officer E-mail: r.wyles@southkesteven.gov.uk

Summary	Date	Action	Contact
Total Housing Compliance Policy – Non Key Decision			
To inform Cabinet of the new Total Housing Compliance Policy which sets a framework for the monitoring of key consumer standards. To advise members on key responsibilities and the process of achieving compliance with the standards and regulations.	5 Dec 2023	To approve the Policy suite.	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Julie Martin, Head of Housing Technical Services E-mail: julie.martin@southkesteven.gov.uk
Contract Awards in relation to social landlord responsibilities - Water Hygiene Contract appointment - Key Decision			
To obtain approval to engage a competent contractor to undertake Water Hygiene management (Legionella control) with the Council's housing stock and corporate assets. The estimated cost of the combined contract is £55,000 per annum for the life of the contract. This is required in order to ensure compliance with Social Housing Regulations Act 2023 and the Health and Safety at Work Act 1974 and associated regulations.	5 Dec 2023	To approve contract	Cabinet Member for Housing & Planning (Councillor Phil Dilks) Phil Swinton, Emergency Planning and Health & Safety Lead E-mail: phil.swinton@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 Tax Base to Full Council.	The Deputy Leader of the Council, Cabinet Member for Finance 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
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
Discretionary Housing Payment Policy - 2024/2025 - Key Decision			
To consider a recommendation made by the Finance and Economic Overview & Scrutiny Committee that the draft Discretionary Housing Payment Policy (2024/2025) be formally approved.	18 Jan 2024	To approve the Policy.	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Claire Moses, Head of Service (Revenues, Benefits Customer and Community), James Welbourn, Democratic Services Manager (Deputy Monitoring Officer) E-mail: claire.moses@southkesteven.gov.uk, james.welbourn@southkesteven.gov.uk
Discretionary Council Tax Payment Policy - 2024/2025 - Key Decision			
To consider a recommendation made by the Finance and Economic Overview & Scrutiny Committee that the draft Discretionary Council Tax Payment Policy (2024/2025) be formally approved, along with the budget of £30,000.	18 Jan 2024	To approve the Policy	The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Claire Moses, Head of Service (Revenues, Benefits Customer and Community) E-mail: claire.moses@southkesteven.gov.uk

Summary	Date	Action	Contact
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, Deputy Chief Executive and Section 151 Officer E-mail: r.wyles@southkesteven.gov.uk
HRA Business Plan and Asset Management Strategy 2021-2026 - Key Decision			
To consider the strategy	6 Feb 2024	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
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	6 Feb 2024	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

Summary	Date	Action	Contact
determines the income to the Housing Revenue Account that drives the HRA Business Plan.			
Future High Streets Fund - Upper Floor Grant Award - Key Decision			
To consider an award of £200,000 for the conversion of unused and underutilised upper floor retail space to residential accommodation at 17-19 High Street, Grantham. This award is made to a successful applicant of the Future High Streets Upper Floor Grant Scheme, following a full review and approvals process by the Heritage Action Zone/Future High Streets Fund Programme Board.	6 Feb 2024	To approve the award.	Leader of the Council (Councillor Richard Cleaver) Alice Atkins, Corporate Project Officer E-mail: alice.atkins@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
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, Deputy Director (Finance and ICT) and Deputy Section 151 Officer E-mail: A.Hall-Wright@southkesteven.gov.uk

Summary	Date	Action	Contact
<u>Budget Proposals for 2024/2025 and Indicative Budgets for 2025/2026 and 2026/2027 - Key Decision</u>			
To consider the proposed budget for 2024/2025	6 Feb 2024	To recommend the Budget to Full Council.	<p>The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Richard Wyles, Deputy Chief Executive and Section 151 Officer</p> <p>E-mail: r.wyles@southkesteven.gov.uk</p>
<u>Contract Awards in relation to social landlord responsibilities - Key Decision</u>			
To seek contract approval.	12 Mar 2024	To approve contract.	<p>Cabinet Member for Housing & Planning (Councillor Phil Dilks)</p> <p>Jodie Archer, Head of Housing Services</p> <p>E-mail: jodie.archer@southkesteven.gov.uk</p>