



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

**CABINET FORWARD PLAN**  
**Notice of decisions to be made by Cabinet**  
**10 January 2024 to 09 January 2025**

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

<b>Summary</b>	<b>Date</b>	<b>Action</b>	<b>Contact</b>
<b>Corporate Plan - Key Decision</b>			
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 <b>E-mail:</b> Debbie.Roberts@southkesteven.gov.uk
<b>Discretionary Housing Payment Policy - 2024/2025 - Key Decision</b>			
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) <b>E-mail:</b> claire.moses@southkesteven.gov.uk
<b>Discretionary Council Tax Payment Policy - 2024/2025 - Key Decision</b>			
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 agree 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) <b>E-mail:</b> <a href="mailto:claire.moses@southkesteven.gov.uk">claire.moses@southkesteven.gov.uk</a>

Summary	Date	Action	Contact
<b>Award of Contract for Space Heating, Installation and Servicing in respect of HRA Properties - Key Decision</b>			
To award a contract following a competition through a framework for a five year period with an estimated value up to £16 million for the design, installation, servicing and maintenance of heating systems in the housing property stock.	18 Jan 2024	To award the contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Jodie Archer, Head of Housing Services <b>E-mail:</b> jodie.archer@southkesteven.gov.uk
<b>Proposed 2024/2025 Fees and Charges - General Fund - Key Decision</b>			
To consider the 2024/2025 General Fund fees and Charges proposals to be recommended to Full Council for approval.	18 Jan 2024	To recommend any fees and charges to Full Council for approval.	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 <b>E-mail:</b> r.wyles@southkesteven.gov.uk
<b>LeisureSK Limited – Urgent Funding Request – Non Key Decision</b>			
This report is seeking an immediate payment to LeisureSK Limited of £150,000 to enable the continuation of the delivery of leisure centre services.	18 Jan 2024	To approve an immediate management fee payment.	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 <b>E-mail:</b> r.wyles@southkesteven.gov.uk
<b>2022/2023 Authority Monitoring Report – Non Key Decision</b>			
The annual publication of the Authority's Monitoring Report (AMR) is a statutory requirement for all Local Authorities. The AMR covers the period from 1 April 2022 to 31 March 2023 and reviews progress in preparing development plans and the	18 Jan 2024	To endorse the report and send future reports to Planning Committee for information.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Shaza Brannon, Planning Policy Manager <b>E-mail:</b> shaza.brannon@southkesteven.gov.uk

Summary	Date	Action	Contact
extent to which South Kesteven District Council's policies have been put into effect.			
<b>Draft Budget Proposals for 2024/2025 - Key Decision</b>			
To consider the draft budget proposals for 2024/2025	18 Jan 2024	To agree the draft proposals.	<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><b>E-mail:</b> <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a></p>
<b>South Kesteven District Council - Sheltered scheme lift replacements 2024 to 2028 - Key Decision</b>			
SKDC has completed a tender exercise in conjunction with Welland Procurement for the replacement of sheltered passenger lifts within SKDC owned sheltered schemes over the next 4 years.	18 Jan 2024	Seek approval to proceed with the award.	<p>Cabinet Member for Housing &amp; Planning (Councillor Phil Dilks)</p> <p>Andy Garner, Senior Project Officer</p> <p><b>E-mail:</b> <a href="mailto:andy.garner@southkesteven.gov.uk">andy.garner@southkesteven.gov.uk</a></p>
<b>Budget Amendments 2023/2024 - Key Decision</b>			
A budget amendment to the 2023/2024 Budget Framework to seek additional funding for the Council owned company Leisure SK Ltd. and an increase to the Decarbonisation Fund contribution.	18 Jan 2024	To agree the amendment to the 2023/2024 Budget.	<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><b>E-mail:</b> <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a></p>

Summary	Date	Action	Contact
<b>Total Housing Compliance Policy – Non Key Decision</b>			
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.	6 Feb 2024	To approve the Policy suite.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Julie Martin, Head of Housing Technical Services <b>E-mail:</b> julie.martin@southkesteven.gov.uk
<b>HRA Business Plan and Asset Management Strategy 2021-2026 - Key Decision</b>			
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 <b>E-mail:</b> jodie.archer@southkesteven.gov.uk
<b>Update on upgrading streetlights to LED - Key Decision</b>			
The award of a contract for a project to accelerate upgrades of South Kesteven District Council's remaining stock of streetlights to energy efficient LED.	6 Feb 2024	To award the contract.	Cabinet Member for Environment and Waste (Councillor Rhys Baker)  Serena Brown, Sustainability and Climate Change Officer <b>E-mail:</b> serena.brown@southkesteven.gov.uk
<b>Community Engagement and Development Strategy 2024-2027</b>			
To adopt 'Our People, Our Place - A Community Engagement and Development Strategy for South Kesteven 2024-2027'.	6 Feb 2024	To adopt the aforementioned Strategy.	Cabinet Member for People & Communities (Councillor Rhea Rayside)  Carol Drury, Community Engagement & Manager <b>E-mail:</b> <a href="mailto:c.drury@southkesteven.gov.uk">c.drury@southkesteven.gov.uk</a>

Summary	Date	Action	Contact
<b>Rent and Service Charges Policy – Non Key Decision</b>			
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.	6 Feb 2024	To approve the Policy.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Celia Bown, Senior Housing and Policy Strategy Officer <b>E-mail:</b> c.bown@southkesteven.gov.uk
<b>Future High Streets Fund - Upper Floor Grant Award - Key Decision</b>			
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 <b>E-mail:</b> alice.atkins@southkesteven.gov.uk
<b>South Kesteven District Council Regulation 18 Draft Local Plan - Key Decision</b>			
To approve the Regulation 18 Draft Local Plan for public consultation.	6 Feb 2024	To approve the Plan.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Shaza Brannon, Planning Policy Manager <b>E-mail:</b> shaza.brannon@southkesteven.gov.uk

Summary	Date	Action	Contact
<b>Contract Awards in relation to social landlord responsibilities - Key Decision</b>			
To seek contract approval.	6 Feb 2024	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Jodie Archer, Head of Housing Services <b>E-mail:</b> <a href="mailto:jodie.archer@southkesteven.gov.uk">jodie.archer@southkesteven.gov.uk</a>
<b>Budget Monitoring Quarter 3 Forecast – Non Key Decision</b>			
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 <b>E-mail:</b> <a href="mailto:A.Hall-Wright@southkesteven.gov.uk">A.Hall-Wright@southkesteven.gov.uk</a>
<b>Budget Proposals for 2024/2025 and Indicative Budgets for 2025/2026 and 2026/2027 - Key Decision</b>			
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, Deputy Chief Executive and Section 151 Officer <b>E-mail:</b> <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a>
<b>Contract Awards in relation to social landlord responsibilities - Key Decision</b>			
To seek contract approval.	12 Mar 2024	To approve contract.	Cabinet Member for Housing & Planning (Councillor Phil Dilks)  Jodie Archer, Head of Housing Services <b>E-mail:</b> <a href="mailto:jodie.archer@southkesteven.gov.uk">jodie.archer@southkesteven.gov.uk</a>

Summary	Date	Action	Contact
<b>Turnpike Close Site Project Contract Award - Construction - Key Decision</b>			
To seek approval to enter into a build contract to construct the Turnpike Close site owned by the Council.	16 Apr 2024	To award the contract.	<p>The Deputy Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Alice Clarke, Corporate Project Officer  <b>E-mail:</b> alice.clarke@southkesteven.gov.uk</p>