



SOUTH
KESTEVEN
DISTRICT
COUNCIL

CABINET FORWARD PLAN
Notice of decisions to be made by Cabinet
1 July 2024 to 30 June 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

Summary	Date	Action	Contact
Disabled Adaptations Contract Award - Key Decision			
To obtain approval to enter into a contract for the provision of Disabled Adaptations for a period of 2 years with the option to extend for 1 year plus 1 year	9 Jul 2024	To enter into the contract	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk
Contract award for supply and install of Stairlifts, through floor lifts and external modular ramps - Key Decision			
For cabinet to consider the proposal to award the contract for the supply and install of Stairlifts, through floor lifts and external modular ramps to the proposed winning bidder following a procurement exercise. The contract value is £600,000 over 5 years.	9 Jul 2024	Approval of Contract Award	Cabinet Member for Housing (Councillor Virginia Moran) Tom Amblin-Lightowler, Environmental Health Manager – Environmental Protection & Private Sector Housing E-mail: tom.amblin-lightowler@southkesteven.gov.uk
Draft Play Area Strategy – Non Key Decision			
To consider the draft Play Area Strategy for South Kesteven	9 Jul 2024	Approval of the draft Play Area Strategy	Deputy Leader of the Council, Cabinet Member for Leisure and Culture (Councillor Paul Stokes) Michael Chester, Leisure, Parks and Open Spaces Team Leader E-mail: michael.chester@southkesteven.gov.uk

Summary	Date	Action	Contact
Safeguarding Policy and Procedures 2024-2027 - Non Key Decision			
For Cabinet to approve the updated Safeguarding Policy and Procedures which covers the period 2024-2027.	9 Jul 2024	To approve the updated Policy and Procedures.	Cabinet Member for People & Communities (Councillor Rhea Rayside) Carol Drury, Community Engagement & Manager E-mail: c.drury@southkesteven.gov.uk
Grantham Meres leisure centre decarbonisation scheme - award of contract - Key Decision			
To agree the award of contract for the Grantham Meres leisure centre decarbonisation scheme.	9 Jul 2024	To agree the contract	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Serena Brown, Sustainability and Climate Change Manager E-mail: serena.brown@southkesteven.gov.uk
Housing Revenue Account Asset Acquisition and Disposal Policy - Non Key Decision			
To provide Cabinet with an opportunity to strengthen the process and delegated authority associated with acquiring or disposing of Housing Revenue Account (HRA) assets.	9 Jul 2024	To approve the amendments.	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk
Animal Welfare Policy - Non Key Decision			
A new Animal Welfare Policy for approval by Cabinet, following the 4-week consultation with the public, local businesses, partner agencies and other organisations.	9 Jul 2024	To approve the policy	Cabinet Member for Corporate Governance and Licensing (Councillor Philip Knowles) Heather Green, Licensing Team Leader E-mail: heather.green@southkesteven.gov.uk

Summary	Date	Action	Contact
Larch Close (19 New Build Units) - Contract Award - Key Decision			
Larch Close (21 New Build Units) - Contract Award	9 Jul 2024	To agree the contract	<p>Cabinet Member for Housing (Councillor Virginia Moran)</p> <p>Suniel Pillai, New Build Project Officer E-mail: suniel.pillai@southkesteven.gov.uk</p>
Roofing Services Contract Award - Key Decision			
To obtain approval to enter into a contract for the provision of Roofing Services for a period of 2 years with the option to extend for 1 year plus 1 year	9 Jul 2024	To enter into the contract	<p>Cabinet Member for Housing (Councillor Virginia Moran)</p> <p>Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
Update on the development of the Economic Development Strategy for South Kesteven 2024 – 2028 - Non Key Decision			
To update Members on the Update on the development of the Economic Development Strategy for South Kesteven 2024 – 2028	9 Jul 2024	<ol style="list-style-type: none"> Notes the content of this report in respect to the development of the Economic Development Strategy. Notes that a Workshop for Members of the Finance and Economic Overview and Scrutiny Committee will be held on 15th July 2024 to consider feedback from the consultation process and its impact on the development of the strategy. Notes the revised timetable for the Economic Development Strategy as set out in Table 1 of the report. 	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Nick Hibberd, Head of Economic Development and Inward Investment E-mail: nick.hibberd@southkesteven.gov.uk</p>
Empty Homes Strategy - Non Key Decision			
This report presents the updated Empty Homes Strategy. The Strategy was initially implemented in 2022. The revised version has been updated to reflect changes in the national and local context, providing a framework for the Council's approach to reducing the number of Empty Homes within the district and mitigating their impacts.	9 Jul 2024	Approval of Empty Homes Strategy	<p>Cabinet Member for Housing (Councillor Virginia Moran)</p> <p>Mieke Alcock, National Management Trainee, Ayeisha Kirkham, Head of Public Protection E-mail: mieke.alcock@southkesteven.gov.uk, ayeisha.kirkham@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
This report seeks approval of the updated Empty Homes Strategy, as recommended by Housing Overview and Scrutiny Committee.			
Provisional Outturn Report 2023/24 - Key Decision			
<p>This report provides the Cabinet with the details of the Council's provisional outturn position for the financial year 2022/23. The report covers the following areas:</p> <ul style="list-style-type: none"> • General Fund Revenue Budget • Housing Revenue Account Budget • Capital Programmes – General Fund and Housing Revenue Account • Reserves overview – General Fund and Housing Revenue Account 	9 Jul 2024	<p>Cabinet is asked to:</p> <ol style="list-style-type: none"> 1. Review and recommend for approval to Governance and Audit Committee the provisional Revenue and Capital Outturn position for the financial year 2023/24. 2. Review and approve the budget carry forwards (appendices D and H). 3. Review and recommend to Governance and Audit Committee the following reserve movements in respect of the General Fund: 	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Gill Goddard, Senior Accountant, Claire Morgan, Paul Sutton, Assistant Director of Finance/Deputy Section 151 Officer E-mail: gill.goddard@southkesteven.gov.uk, claire.morgan@southkesteven.gov.uk, paul.sutton@southkesteven.gov.uk</p>
South Kesteven District Council Productivity Plan 2024/25 - Non Key Decision			
To present the proposed Productivity Plan 2024/25 for South Kesteven DC, and to recommend to Cabinet the submission of said plan to the Department of Levelling Up, Housing & Communities.	9 Jul 2024	Approves the proposed Productivity Plan for submission to the Department of Levelling Up, Housing & Communities.	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Charles James, Policy Officer E-mail: charles.james@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
Kitchen and Bathrooms Contract Award - Key Decision			
To obtain approval to enter into a contract for the provision of Kitchens and Bathrooms for a period of 2 years with the option to extend for 1 year plus 1 year	10 Sep 2024	To enter into the contract	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk
Review of Public Space Protection Orders - Key Decision			
To review the existing Public Space Protection Orders (PSPOs) in force across the District.	10 Sep 2024	To agree a course of action for PSPOs in the District.	Cabinet Member for People & Communities (Councillor Rhea Rayside) Ayeisha Kirkham, Head of Public Protection E-mail: ayeisha.kirkham@southkesteven.gov.uk
Lease to Grantham Town Football Club - Non Key Decision			
The granting of a lease and delegation of authority to the Deputy Chief Executive in consultation with the Cabinet Member for Culture and Leisure to enter into it	10 Sep 2024	To agree to enter into the lease.	Deputy Leader of the Council, Cabinet Member for Leisure and Culture (Councillor Paul Stokes) Karen Whitfield, Assistant Director – Leisure, Culture and Place E-mail: karen.whitfield@southkesteven.gov.uk
Finance Update Report - Non Key Decision			
To present the Council's forecast for the 2024/25 financial position. The report covers the following areas: • General Fund Revenue Budget • Housing Revenue Account Budget • Capital Programmes – General Fund and Housing Revenue Account • Reserves overview – General Fund and Housing Revenue Account	10 Sep 2024	That Cabinet 1. Reviews and notes the forecast 2024/25 outturn position for the General Fund, HRA Revenue and Capital budgets and identifies any variances that might require action or investigation	The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Gill Goddard, Senior Accountant E-mail: gill.goddard@southkesteven.gov.uk,

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Major Voids Contract Award - Key Decision			
To obtain approval to enter into a contract for the provision of Major Voids works for a period of 2 years with the option to extend for 1 year plus 1 year	10 Sep 2024	To enter into the contract.	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk
South Kesteven District Council Car Parking Order – Tariff Changes - Key Decision			
The amendment to the existing South Kesteven District Council Car Parking Order Tariffs - amendment to the Car Parking Order needs to be done by way of modification Order – this has the effect to modify/amend the original Order.	10 Sep 2024	To consider the modification Order.	The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Gyles Teasdale, Head of Property and ICT E-mail: g.teasdale@southkesteven.gov.uk
Maintenance Strategy (Corporate Property Assets) - Key Decision			
This report sets out the proposals for a Maintenance Strategy in respect of General Fund Corporate Property Assets. The Strategy will establish the approach the Council will adopt for ongoing investment in its corporate property estate.	10 Sep 2024	To agree the approach to the development and management of maintenance activity across its corporate property portfolio.	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver) Gyles Teasdale, Head of Property and ICT E-mail: g.teasdale@southkesteven.gov.uk
Vehicle Procurement - Key Decision			
To approve the Capital spend of over £200,000 for 2024/25 for street cleaning, refuse vehicles and vans, and other assorted vehicles.	8 Oct 2024	To approve the spend.	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Kay Boasman, Head of Waste Management and Market Services E-mail: kayleigh.boasman@southkesteven.gov.uk

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Air Quality Action Plan 2024-2029 - Non Key Decision			
The Air Quality Action Plan (AQAP) is required as part of having an Air Quality Management Area. Currently there is an Air Quality Management Area in place for the centre of Grantham, the previous Air Quality Action Plan is out of date and requires updating.	8 Oct 2024	Approves the AQAP	Cabinet Member for Environment and Waste (Councillor Rhys Baker) Tom Amblin-Lightowler, Environmental Health Manager – Environmental Protection & Private Sector Housing E-mail: tom.amblin-lightowler@southkesteven.gov.uk
Finance Update Report: April - September 2024 - Non Key Decision			
To present the Council's forecast 2024/25 financial position as at end of September 2024. The report covers the following areas: <ul style="list-style-type: none"> • General Fund Revenue Budget • Housing Revenue Account Budget • Capital Programmes – General Fund and Housing Revenue Account • Reserves overview – General Fund and Housing Revenue Account 	3 Dec 2024	That Cabinet 1. Reviews and notes the forecast 2024/25 outturn position for the General Fund, HRA Revenue and Capital budgets as at the end of September 2024 and identifies any variances that might require action or investigation	The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter) Gill Goddard, Senior Accountant E-mail: gill.goddard@southkesteven.gov.uk
Council Tax Base 2025/2026 - Key Decision			
To determine the Council Tax Base to form the basis of the 2025/2026 budget proposals to be recommend to Full Council.	3 Dec 2024	To recommend the Tax Base to Full Council.	The 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

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Local Council Tax Support Scheme - Key Decision			
To consider the Council's Local Council Tax Support Scheme for the 2025/2026 financial year.	3 Dec 2024	To recommend the Scheme to Full Council.	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits Customer and Community) E-mail: claire.moses@southkesteven.gov.uk</p>
Draft Budget Proposals for 2025/2026 and Indicative Budgets for 2026/2027 and 2027/2028 - Non Key Decision			
To consider the draft Budget Proposals for 2025/2026.	16 Jan 2025	To agree the draft proposals.	<p>The 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 E-mail: r.wyles@southkesteven.gov.uk</p>
Discretionary Council Tax Payment Policy 25/26 - Non Key Decision			
That the draft Discretionary Council Tax Payment Policy (25/26) be formally approved	16 Jan 2025	To approve the Policy	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits Customer and Community) E-mail: claire.moses@southkesteven.gov.uk</p>

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Discretionary Housing Payment Policy 25/26 - Non Key Decision			
That the draft Discretionary Housing Payment Policy (2024/2025) be formally approved.	16 Jan 2025	To approve the Policy	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits Customer and Community) E-mail: claire.moses@southkesteven.gov.uk</p>
Finance Update Report: April to December 2024 - Non Key Decision			
<p>To present the Council's forecast 2024/25 financial position as at end of December 2024.</p> <p>The report covers the following areas:</p> <ul style="list-style-type: none"> • General Fund Revenue Budget • Housing Revenue Account Budget • Capital Programmes – General Fund and Housing Revenue Account • Reserves overview – General Fund and Housing Revenue Account 	11 Feb 2025	<p>That Cabinet</p> <p>1. Reviews and notes the forecast 2024/25 outturn position for the General Fund, HRA Revenue and Capital budgets as at the end of December 2024 and identifies any variances that might require action or investigation</p>	<p>The Leader of the Council, Cabinet Member for Finance and Economic Development (Councillor Ashley Baxter)</p> <p>Gill Goddard, Senior Accountant E-mail: gill.goddard@southkesteven.gov.uk</p>
Budget Proposals for 2025/2026 and Indicative Budgets for 2026/2027 and 2027/2028 - Key Decision			
To consider the proposed Budget.	11 Feb 2025	To recommend the Budget to Full Council.	<p>The 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 E-mail: r.wyles@southkesteven.gov.uk</p>