



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

**CABINET FORWARD PLAN**  
**Notice of decisions to be made by Cabinet**  
**17 October 2024 to 16 October 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
<b>Air Quality Action Plan 2024-2029 – Non Key Decision</b>			
The Air Quality Action Plan 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there is an Air Quality Management Area in place for the centre of Grantham, the previous Air Quality Action Plan is out of date and requires updating.	5 Nov 2024	Approves the AQAP	Cabinet Member for Environment and Waste (Councillor Rhys Baker)  Tom Amblin-Lightowler, Environmental Health Manager – Environmental Protection & Private Sector Housing <b>E-mail:</b> tom.amblin-lightowler@southkesteven.gov.uk
<b>PSPO- Market Deeping Cemetery (dogs on leads) – Non Key Decision</b>			
To propose the authorisation or refusal of a Public Spaces Protection Order requiring dogs to be kept on leads at all times when visiting Market Deeping Cemetery.	5 Nov 2024	PSPO- Market Deeping Cemetery (dogs on leads)	Cabinet Member for People & Communities (Councillor Rhea Rayside)  Ayeisha Kirkham, Head of Public Protection <b>E-mail:</b> ayeisha.kirkham@southkesteven.gov.uk
<b>Councillor Development Strategy - Non Key Decision</b>			
To ask Cabinet to agree to the Councillor Development Strategy.	5 Nov 2024	To agree the Strategy.	Cabinet Member for Corporate Governance and Licensing (Councillor Philip Knowles)  Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer <b>E-mail:</b> <a href="mailto:graham.watts@southkesteven.gov.uk">graham.watts@southkesteven.gov.uk</a>

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<b>Age Friendly Communities - Non Key Decision</b>			
To note the Council intend to sign up to become an age friendly community	5 Nov 2024	For noting	Cabinet Member for People & Communities (Councillor Rhea Rayside)  Karen Whitfield, Assistant Director – Leisure, Culture and Place <b>E-mail:</b> karen.whitfield@southkesteven.gov.uk
<b>Extension of Cattle Market Car Park, Stamford - Key Decision</b>			
To seek approval to successful tender for extension works to the Cattle Market Car Park, Stamford, subject to the planning application process.	5 Nov 2024	To award a tender to the successful bidder for the contract	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver)  Gareth Dawkins, Corporate Property Services <b>E-mail:</b> gareth.dawkins@southkesteven.gov.uk
<b>South Kesteven Shopfront Design Guide - Non Key Decision</b>			
<p>The purpose of this report it to seek feedback from Cabinet regarding the updated South Kesteven Shopfront Design Guide 2024 draft as a technical document to be used alongside the existing supplementary planning policies relating to shopfront design as a material consideration in planning decisions.</p> <p>Approval to publish and signpost members of the public to this document for queries relating to shopfront design, and to support the delivery of the soon to launch UKSPF Shopfront Maintenance Grant.</p>	5 Nov 2024	For Cabinet to agree to adopt the draft South Kesteven Shopfront Design Guide as a technical note with material consideration in planning decisions.	Cabinet Member for Planning (Councillor Phil Dilks)  Claire Saunders, High Street Heritage Action Zone Project <b>E-mail:</b> <a href="mailto:claire.saunders@southkesteven.gov.uk">claire.saunders@southkesteven.gov.uk</a>

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<b>Award of Contract - Security Services - Key Decision</b>			
To award a contract in respect of the Council's requirement for security services	3 Dec 2024	To award a contract to the preferred supplier	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver)  Karen Whitfield, Assistant Director – Leisure, Culture and Place <b>E-mail:</b> karen.whitfield@southkesteven.gov.uk
<b>Major Voids Contract Award - Key Decision</b>			
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	3 Dec 2024	To approve the contract	Cabinet Member for Housing (Councillor Virginia Moran)  Alison Hall-Wright, Director of Housing <b>E-mail:</b> A.Hall-Wright@southkesteven.gov.uk
<b>Guildhall Arts Centre Pantomime Procurement - Key Decision</b>			
To approve the recommendation of the Pantomime Production company named following procurement procedures.	3 Dec 2024	To award a contract.	Deputy Leader of the Council, Cabinet Member for Leisure and Culture (Councillor Paul Stokes)  Jade Porter, Arts and Cultural Services Manager <b>E-mail:</b> jade.porter@southkesteven.gov.uk
<b>Facilities Management for Corporate Buildings - Key Decision</b>			
To agree a new contract for Facilities Management.	3 Dec 2024	To agree a new contract for Facilities Management.	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver)  Neil Smith, M and E Project Officer <b>E-mail:</b> <a href="mailto:neil.smith@southkesteven.gov.uk">neil.smith@southkesteven.gov.uk</a>

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<b>Lease to Grantham Town Football Club - Non Key Decision</b>			
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	3 Dec 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 <b>E-mail:</b> karen.whitfield@southkesteven.gov.uk
<b>Finance Update Report: April - September 2024 – Non Key Decision</b>			
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"> <li>• General Fund Revenue Budget</li> <li>• Housing Revenue Account Budget</li> <li>• Capital Programmes – General Fund and Housing Revenue Account</li> <li>• Reserves overview – General Fund and Housing Revenue Account</li> </ul>	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, HR and Economic Development (Councillor Ashley Baxter)  Paul Sutton, Assistant Director of Finance/Deputy Section 151 Officer <b>E-mail:</b> paul.sutton@southkesteven.gov.uk
<b>Council Tax Base 2025/2026 - Key Decision</b>			
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, HR 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>

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<b>Discretionary Council Tax Payment Policy 25/26 - Non Key Decision</b>			
That the draft Discretionary Council Tax Payment Policy (25/26) be formally approved	3 Dec 2024	To approve the Policy	<p>The 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 and Community)  <b>E-mail:</b> <a href="mailto:claire.moses@southkesteven.gov.uk">claire.moses@southkesteven.gov.uk</a></p>
<b>Discretionary Housing Payment Policy 25/26 – Non Key Decision</b>			
That the draft Discretionary Housing Payment Policy (2024/2025) be formally approved.	3 Dec 2024	To approve the Policy	<p>The 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 and Community)  <b>E-mail:</b> <a href="mailto:claire.moses@southkesteven.gov.uk">claire.moses@southkesteven.gov.uk</a></p>
<b>Local Council Tax Support Scheme - Key Decision</b>			
To consider the Council's Local Council Tax Support Scheme for the 2025/2026 financial year.	16 Jan 2025	To recommend the Scheme to Full Council.	<p>The 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 and Community)  <b>E-mail:</b> <a href="mailto:claire.moses@southkesteven.gov.uk">claire.moses@southkesteven.gov.uk</a></p>

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<b>Vehicle Procurement - Key Decision</b>			
To approve the Capital spend of over £200,000 for 2024/25 for street cleaning, refuse vehicles and vans, and other assorted vehicles.	16 Jan 2025	To approve the spend.	Cabinet Member for Environment and Waste (Councillor Rhys Baker)  Kay Boasman, Head of Waste Management and Market Services <b>E-mail:</b> kayleigh.boasman@southkesteven.gov.uk
<b>Draft Budget Proposals for 2025/2026 and Indicative Budgets for 2026/2027 and 2027/2028 – Non Key Decision</b>			
To consider the draft Budget Proposals for 2025/2026.	16 Jan 2025	To agree the draft proposals.	The Leader of the Council, Cabinet Member for Finance, HR 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>Finance Update Report: April to December 2024 – Non Key Decision</b>			
To present the Council's forecast 2024/25 financial position as at end of December 2024. The report covers the following areas: <ul style="list-style-type: none"> <li>• General Fund Revenue Budget</li> <li>• Housing Revenue Account Budget</li> <li>• Capital Programmes – General Fund and Housing Revenue Account</li> <li>• Reserves overview – General Fund and Housing Revenue Account</li> </ul>	11 Feb 2025	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 December 2024 and identifies any variances that might require action or investigation	The Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)  Paul Sutton, Assistant Director of Finance/Deputy Section 151 Officer <b>E-mail:</b> gill.goddard@southkesteven.gov.uk, claire.morgan@southkesteven.gov.uk, <a href="mailto:paul.sutton@southkesteven.gov.uk">paul.sutton@southkesteven.gov.uk</a>

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<b>Fleet Strategy – Non Key Decision</b>			
To provide an overview of the new Fleet Strategy which outlines the Council's commitment to sustainable vehicle management.	11 Feb 2025	Approval of the Strategy.	Cabinet Member for Environment and Waste (Councillor Rhys Baker)  Kay Boasman, Head of Waste Management and Market Services <b>E-mail:</b> kayleigh.boasman@southkesteven.gov.uk
<b>Budget Proposals for 2025/2026 and Indicative Budgets for 2026/2027 and 2027/2028 - Key Decision</b>			
To consider the proposed Budget.	11 Feb 2025	To recommend the Budget to Full Council.	The Leader of the Council, Cabinet Member for Finance, HR 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>Customer Experience Strategy 2025 to 2028 - Key Decision</b>			
To present the Customer Experience Strategy 2025 to 2025 to Cabinet for recommendation to Council	6 May 2025	Recommendation to Council	Cabinet Member for People & Communities (Councillor Rhea Rayside)  Claire Moses, Head of Service (Revenues, Benefits Customer and Community) <b>E-mail:</b> claire.moses@southkesteven.gov.uk