



SOUTH
KESTEVEN
DISTRICT
COUNCIL

CABINET FORWARD PLAN
Notice of decisions to be made by Cabinet
2 December 2024 to 1 December 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
Award of Contract - Security Services - Key Decision			
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 E-mail: karen.whitfield@southkesteven.gov.uk
Ventilation Services - South Kesteven District Council - Key Decision			
To seek approval to enter into a contract with Envirovent for the provision of the installation and maintenance of ventilation systems in dwellings owned by South Kesteven District Council.	3 Dec 2024	Approval of the contract.	Cabinet Member for Housing (Councillor Virginia Moran) Andy Garner, Senior Project Officer E-mail: andy.garner@southkesteven.gov.uk
Contract Award for Void Repair Works - Key Decision			
To approve the award of contracts to Foster Property Maintenance Limited and Gratton Construction Limited for the provision of void property repair work to Council owned housing stock. The contracts would be awarded for an initial period of 3 years with an option to extend for a further 1 year plus 1 year.	3 Dec 2024	Approval	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk

Summary	Date	Action	Contact
Lease at Unit 2, The Picture House, St Catherine's Road, Grantham – Non Key Decision			
To sign off a lease agreement.	3 Dec 2024	To agree the lease.	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver) Gyles Teasdale, Head of Property and ICT E-mail: g.teasdale@southkesteven.gov.uk
Guildhall Arts Centre Pantomime Procurement - Key Decision			
To approve the recommendation of the Pantomime Production company named following procurement procedures.	3 Dec 2024	To approve and complete the procurement.	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: 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, HR and Economic Development (Councillor Ashley Baxter) Paul Sutton, Assistant Director of Finance/Deputy Section 151 Officer E-mail: paul.sutton@southkesteven.gov.uk

Summary	Date	Action	Contact
Aslackby Conservation Area Appraisal - Non Key Decision			
Section 71 of the same Act requires local planning authorities to formulate and publish proposals for the preservation and enhancement of any parts of their area that are designated as conservation areas. The Cabinet report is seeking approval of consultation on the Aslackby Conservation Area boundary amendment; and the Aslackby Conservation Area Appraisal.	3 Dec 2024	To approve the consultation.	Cabinet Member for Planning (Councillor Phil Dilks) Shaza Brannon, Planning Policy Manager E-mail: shaza.brannon@southkesteven.gov.uk
Ropsley Conservation Area Appraisal - Non Key Decision			
Section 71 of the same Act requires local planning authorities to formulate and publish proposals for the preservation and enhancement of any parts of their area that are designated as conservation areas. The Cabinet report is seeking approval of consultation on the Ropsley Conservation Area boundary amendment; and the Ropsley Conservation Area Appraisal	3 Dec 2024	Approval of the consultation.	Cabinet Member for Planning (Councillor Phil Dilks) Shaza Brannon, Planning Policy Manager E-mail: shaza.brannon@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, HR 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
Grantham Town Centre Footfall Report - Non Key Decision			
To consider any recommendation from Finance and Economic Overview & Scrutiny.	3 Dec 2024	To agree any recommendations following the Finance and Economic Overview & Scrutiny Committee meeting.	The Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter) Melanie Brown, Grantham Engagement Manager E-mail: melanie.brown@southkesteven.gov.uk
Expansion of the Bulky Waste Collection Service - Non Key Decision			
To provide an overview of the opportunities and associated risks of expanding the current bulky waste collection service. The bulky waste collection service is experiencing persistent high demand, and this report highlights the financial viability of introducing an additional vehicle and crew.	3 Dec 2024	The Cabinet is recommended to: Consider the business case for the additional bulky waste collection vehicle and crew and express a view on whether the proposal should go forward for inclusion into the budget setting process.	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
Annual Complaint Performance and Service Improvement Report 2023/24 - Key Decision			
To present Cabinet with the 2023/24 Annual Complaint Performance and Service Improvement Report which the Council is required to submit to the Housing Ombudsman	3 Dec 2024	To provide feedback.	Cabinet Member for Housing (Councillor Virginia Moran) Alison Hall-Wright, Director of Housing E-mail: A.Hall-Wright@southkesteven.gov.uk

Summary	Date	Action	Contact
Discretionary Council Tax Payment Policy 25/26 - Non Key Decision			
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)</p> <p>E-mail: claire.moses@southkesteven.gov.uk</p>
Venue Hire and External Speaker Policy - Non Key Decision			
The purpose of this report is to seek the approval by Cabinet of the draft Venue Hire and External Speaker policy. The introduction of this policy will ensure the Council's continued compliance with the Prevent Duty.	3 Dec 2024	The report seeks the adoption of the Venue Hire and External Speaker Policy by Cabinet	<p>Cabinet Member for People & Communities (Councillor Rhea Raysia)</p> <p>Carol Drury, Community Engagement & Manager</p> <p>E-mail: c.drury@southkesteven.gov.uk</p>
Discretionary Housing Payment Policy 25/26 - Non Key Decision			
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)</p> <p>E-mail: claire.moses@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
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	Not before 16th Jan 2025	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
Air Quality Action Plan 2024-2029 - Non Key Decision			
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.	16 Jan 2025	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
Commercial Unit Lease Renewal - Key Decision			
To consider renewing a commercial lease.	16 Jan 2025	To agree the renewal.	Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver) Gyles Teasdale, Head of Property and ICT E-mail: g.teasdale@southkesteven.gov.uk

Summary	Date	Action	Contact
Grantham Town Centre Footfall Report - Non Key Decision			
Further report to Finance Committee with a view to cabinet having the final sign off.	16 Jan 2025	Agree recommendations in the Proposed Grantham Town Centre Action Plan.	<p>The Leader of the Council, Cabinet Member for Finance, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Melanie Brown, Grantham Engagement Manager, Nick Hibberd, Head of Economic Development and Inward Investment</p> <p>E-mail: melanie.brown@southkesteven.gov.uk, nick.hibberd@southkesteven.gov.uk</p>
Localised Council Tax Support Scheme 2025/26 - Key Decision			
This report reviews the responses to the public consultation of the Council's Local Council Tax Support scheme 2024/25, along with the recommendations from the Finance and Economic Overview and Scrutiny Committee which took place on 26 November 2024.	16 Jan 2025	<p>1. Cabinet is asked to recommend to Council a 'no change' Local Council Tax Support Scheme for 2025/26 which is based on the same overarching criteria as the current years scheme.</p> <p>2. Cabinet is asked to recommend to Council the continuation of the £20,000 Discretionary Payment fund for 2025/26 to top up Council Tax Support awards in appropriate cases.</p>	<p>Leader of the Council (Councillor Ashley Baxter)</p> <p>Claire Moses, Head of Service (Revenues, Benefits Customer and Community)</p> <p>E-mail: claire.moses@southkesteven.gov.uk</p>

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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.	16 Jan 2025	To approve the spend.	<p>Cabinet Member for Environment and Waste (Councillor Rhys Baker)</p> <p>Kay Boasman, Head of Waste Management and Market Services</p> <p>E-mail: kayleigh.boasman@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, HR 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>
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, HR and Economic Development (Councillor Ashley Baxter)</p> <p>Paul Sutton, Assistant Director of Finance/Deputy Section 151 Officer</p> <p>E-mail: paul.sutton@southkesteven.gov.uk</p>

Summary	Date	Action	Contact
Fleet Strategy - Non Key Decision			
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 E-mail: kayleigh.boasman@southkesteven.gov.uk
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.	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 E-mail: r.wyles@southkesteven.gov.uk
Customer Experience Strategy 2025 to 2028 - Key Decision			
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) E-mail: claire.moses@southkesteven.gov.uk