



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

**CABINET FORWARD PLAN**  
**Notice of decisions to be made by Cabinet**  
**5 December 2024 to 4 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  |
|--|--------------------------------|--|--|
| <b>Commercial Unit Lease Renewal – Non Key Decision</b>  |                                |  |  |
| To consider renewing a commercial lease – this decision is fully exempt.   | Not before<br>13th Dec<br>2024 | To agree the renewal.  | Cabinet Member for Property and Public Engagement (Councillor Richard Cleaver)<br><br>Gyles Teasdale, Head of Property and ICT<br><b>E-mail:</b> <a href="mailto:g.teasdale@southkesteven.gov.uk">g.teasdale@southkesteven.gov.uk</a>  |
| <b>Venue Hire and External Speaker Policy - Non Key Decision</b>   |                                |  |  |
| 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. | 16 Jan<br>2025                 | The report seeks the adoption of the Venue Hire and External Speaker Policy by Cabinet | Cabinet Member for People & Communities (Councillor Rhea Rayside)<br><br>Carol Drury, Community Engagement & Manager<br><b>E-mail:</b> <a href="mailto:c.drury@southkesteven.gov.uk">c.drury@southkesteven.gov.uk</a>  |
| <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.<br><br>This report contains an exempt appendix.      | Not before<br>16th Jan<br>2025 | To agree to enter into the lease.  | Deputy Leader of the Council, Cabinet Member for Leisure and Culture (Councillor Paul Stokes)<br><br>Karen Whitfield, Assistant Director – Leisure, Culture and Place<br><b>E-mail:</b> <a href="mailto:karen.whitfield@southkesteven.gov.uk">karen.whitfield@southkesteven.gov.uk</a> |

| 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. | 16 Jan 2025 | Approves the AQAP   | <p>Cabinet Member for Environment and Waste (Councillor Rhys Baker)</p> <p>Tom Amblin-Lightowler, Environmental Health Manager – Environmental Protection &amp; Private Sector Housing<br/> <b>E-mail:</b> tom.amblin-lightowler@southkesteven.gov.uk</p>   |
| <b>Grantham Town Centre Footfall Report - Non Key Decision</b>  |             |   |   |
| 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<br/> <b>E-mail:</b> melanie.brown@southkesteven.gov.uk, <a href="mailto:nick.hibberd@southkesteven.gov.uk">nick.hibberd@southkesteven.gov.uk</a></p> |

| Summary  | Date        | Action  | Contact  |
|--|-------------|---|--|
| <b>Localised Council Tax Support Scheme 2025/26 - Key Decision</b>   |             |   |  |
| 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>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)<br/> <b>E-mail:</b> <a href="mailto:claire.moses@southkesteven.gov.uk">claire.moses@southkesteven.gov.uk</a></p> |
| <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.   | <p>Cabinet Member for Environment and Waste (Councillor Rhys Baker)</p> <p>Kay Boasman, Head of Waste Management and Market Services<br/> <b>E-mail:</b> <a href="mailto:kayleigh.boasman@southkesteven.gov.uk">kayleigh.boasman@southkesteven.gov.uk</a></p>  |

| Summary  | Date        | Action  | Contact  |
|--|-------------|---|--|
| <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.   | <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<br/> <b>E-mail:</b> <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a></p>                 |
| <b>Finance Update Report: April to December 2024 - Non Key Decision</b>  |             |   |  |
| <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"> <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 | <p>That Cabinet</p> <ol style="list-style-type: none"> <li>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</li> </ol> | <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<br/> <b>E-mail:</b> <a href="mailto:paul.sutton@southkesteven.gov.uk">paul.sutton@southkesteven.gov.uk</a></p> |
| <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.   | <p>Cabinet Member for Environment and Waste (Councillor Rhys Baker)</p> <p>Kay Boasman, Head of Waste Management and Market Services<br/> <b>E-mail:</b> <a href="mailto:kayleigh.boasman@southkesteven.gov.uk">kayleigh.boasman@southkesteven.gov.uk</a></p>  |

| Summary   | Date        | Action                                   | Contact  |
|---|-------------|--|--|
| <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. | <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<br/> <b>E-mail:</b> r.wyles@southkesteven.gov.uk</p> |
| <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                | <p>Cabinet Member for People &amp; Communities (Councillor Rhea Rayside)</p> <p>Claire Moses, Head of Service (Revenues, Benefits Customer and Community)<br/> <b>E-mail:</b> claire.moses@southkesteven.gov.uk</p>                        |