

Minutes of a meeting of the **CABINET** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 28 March 2017 at 10.00 am.

PRESENT

The Lord Porter of Spalding CBE (Leader)
C N Worth (Deputy Leader)
M G Chandler (Deputy Leader)

A Casson
P E Coupland

R Gambba-Jones
C J Lawton

S-A Slade
G J Taylor

Cabinet Support
Members:

E J Sneath

The Chief Executive, the Executive Manager Governance, the Executive Manger Growth and Prosperity, the Digital and Customer Access Manager, the Planning Policy Officer and the Democratic Services Officer.

Apologies for absence were received from or on behalf of Councillors C N Johnson and A M Newton, together with Lincolnshire Community and Voluntary Service and Parish Councils.

In Attendance: Councillor B Alcock (Chairman, Performance Monitoring Panel), Councillor G R Aley (Chairman, Governance and Audit Committee) and Councillor J R Astill.

Community Representatives: Citizens Advice Bureau.

43. MINUTES

The minutes of the meeting held on 14 February 2017 were signed by the Leader as a correct record.

44. DECLARATIONS OF INTEREST.

No interests were declared.

45. QUESTIONS RAISED BY THE PUBLIC UNDER THE COUNCIL'S CONSTITUTION (STANDING ORDERS).

No questions were raised under the Council's Constitution (Standing Orders).

46. TO CONSIDER ANY MATTERS WHICH HAVE BEEN SUBJECT TO CALL-IN.

There were no matters subject to call-in.

Action By

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47. MATTERS ARISING FROM THE POLICY DEVELOPMENT AND PERFORMANCE MONITORING PANELS

Final reports of the Reduction in Printing and Postage Task Group

Consideration was given to the final reports of the Reduction in Printing and Postage Task Group, containing recommendations which had been approved by the Performance Monitoring Panel.

The Chairman of the Task Group, Councillor J Astill, was in attendance to present the reports and the Task Group's recommendations to the Cabinet.

The Task Group's reports were welcomed by the Cabinet, and members considered the content and recommendations. The following points arose:

- Members were in favour of the provision of training on the Mod.Gov application. Improved knowledge of the technology available would encourage greater use by members of electronic devices instead of paper.
- Members were in favour of recipients of agendas receiving electronic copies, unless they opted into receiving a paper copy.
- There was a need in some instances to retain hard copies (such as viewing plans in Planning Committee), and a process was required to ensure that substitute members could obtain a hard copy in sufficient time.
- Members did not support the use of second class postage for agenda dispatch. Concerns were raised regarding receipt in sufficient time for meetings.
- The location of display equipment in the Council Chamber should be considered.
- A delivery plan was needed, together with costed recommendations.
- Many of the recommendations had links to the Authority's Moving Forward programme and should be incorporated within this.
- During the Task Group's work, a problem had been identified relating to bookings at the South Holland Centre, where users of iPads and iPhones could not access seat plans. Improved on-line booking facilities should be addressed.

DECISION:

- a) That the recommendations detailed within each of the three Task Group reports be noted:

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- b) That in order to move the Task Group recommendations forward, the following be undertaken:
- i. Councillors to receive training on the Mod.Gov application; RB, LE
 - ii. With effect from 1 May 2017, recipients will only receive electronic agenda papers unless they opt-in to receive paper copies; RB, LE, CM, DW
 - iii. Improved on-line booking facilities at the South Holland Centre to be investigated in order to make bookings available to users of all devices; SH, GK, AP
 - iv. A delivery plan to be produced in order to cost out recommendations detailed within the Task Group's final reports; and RB, LE, SH, JJ, GK, GP, AP, JS
 - v. Appropriate recommendations to be incorporated within the Authority's Moving Forward programme;
- c) That the recommendation to post paper agendas by second class post not be pursued. RB, LE

(Other options considered:

- *To approve the Task Group's Final Reports and recommendations; or*
- *Do nothing*

Reasons for Recommendation:

- *The costs of printing and postage to the Authority had been identified, and the recommendations in each of the reports aimed to reduce these.)*

(The Digital and Customer Access Manager left the meeting following discussion of this item.)

48. SURFLEET NEIGHBOURHOOD PLAN

Consideration was given to the report of the Portfolio Holder for Growth and Commercialisation, and the Executive Director Commercialisation (S151 Officer), which sought formally to designate the Surfleet Neighbourhood Plan area.

Attached at Appendix A to the report was a map detailing the submitted Surfleet Neighbourhood Plan area boundary.

Members considered the report and commented that Neighbourhood Plans could not overlap. Currently there were no other Neighbourhood Plans in this area however, it was important that the area detailed on the map was specific as to the area that it covered. The Executive Manager Growth and Prosperity confirmed that the boundary on the plan was the same as the

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Parish boundary.

DECISION:

That the Neighbourhood Plan area, as submitted by Surfleet Parish Council, and set out in Appendix A to the report, be confirmed.

TM

(Other options considered:

- *Do nothing*

Reasons for Decision

- *As highlighted within the report, it is considered that no issues were raised during the prescribed consultation period that should affect the confirmation of the Neighbourhood Plan area.*
- *The alternative option to 'do nothing' would prevent the Neighbourhood Plan from moving forward.)*

49. ANY OTHER ITEMS WHICH THE LEADER DECIDES ARE URGENT.

There were no other items which the Leader decided were urgent.

(The meeting ended at 10.50 am)

(End of minutes)

These minutes are published on Friday 31 March 2017. In accordance with the Council's Constitution the DECISIONS detailed above will, unless otherwise stated, come into force and may then be implemented on Monday 10 April 2017 (i.e. after the expiry of five working days from the date of publication of these minutes), unless during that period a notice which is signed by either a Ward Representative (in relation to a matter in their ward) or two members of the Performance Monitoring Panel or any three members, and complies with the requirements of the Council's Constitution is served on the Executive Manager Governance requesting that the decision be called-in and the Executive Manager Governance approves the request for call-in. Where a decision is called-in it will firstly be considered by the Performance Monitoring Panel on a date to be fixed.

Any FINAL DECISIONS and any URGENT DECISIONS take effect immediately.

Any RECOMMENDATIONS TO COUNCIL detailed above will be submitted for consideration to the meeting of the full Council on Wednesday 12 April 2017.