

Minutes of a meeting of the **CABINET** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 10 July 2018 at 10.00 am.

PRESENT

G A Porter (Leader)
M G Chandler (Deputy Leader)

A Casson
T A Carter

P E Coupland
C N Johnson

C J Lawton
G J Taylor

The Executive Director Strategy and Governance, the Executive Manager Governance, the Executive Manager Property and Development, the Executive Manager Growth, the Acting Inward Investment Manager, the Senior Business Intelligence Officer and the Lead Democratic Services Officer.

Apologies for absence were received from or on behalf of Councillors C N Worth and R Gambba-Jones, together with the Chief Executive.

In Attendance: Councillor B Alcock (Chairman, Performance Monitoring Panel), Councillor G R Aley (Chairman, Governance and Audit Committee) and Councillor A M Newton (Independent Group Leader).

Community Representatives: Citizens Advice Bureau and Parish Councils.

12. MINUTES

The Minutes of the Cabinet meeting held on 29 May 2018 were signed by the Leader as a correct record.

The Cabinet also received the minutes of the meeting of the Priory Road Community Hub Project Sub-Committee held on 29 May 2018.

13. DECLARATIONS OF INTEREST.

There were no declarations of interest.

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

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

15. 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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16. TO CONSIDER MATTERS ARISING FROM THE POLICY DEVELOPMENT AND PERFORMANCE MONITORING PANELS

There were no matters arising from the Policy Development and Performance Monitoring Panels.

17. LOCAL ENERGY EAST STRATEGY

Consideration was given to the report of the Portfolio Holder for Growth and Commercialisation which invited formal endorsement for the Local Energy East Strategy.

NB

Councillors noted that South Holland District Council had been invited by the Cambridge and Peterborough Combined Authority to give formal consideration to the Local Energy East Strategy document; a draft strategy that had been produced to support both local and regional energy issues that are prohibiting growth in the areas covered by the New Anglia LEP, the Cambridge and Peterborough Combined Authority and Hertfordshire LEPs.

The purpose of the strategy was to capture and set out activities designed to unblock current challenges concerning energy, alongside activities to capitalise on local energy generation, storage, distribution and supply opportunities. It had been funded by the Department for Business, Energy and Industrial Strategy (BEIS).

All local authorities within the geography covered by the study were being asked to provide feedback on the draft strategy, and also to consider providing formal endorsement to the draft strategy and its stated aims. All public sector organisations that endorse the strategy will be referenced within the final published document as a supporting partner.

In discussing the strategy, Councillors noted that it promoted all forms of electricity production. There would be times when, for planning reasons, this would not be the Council's view. It was agreed that feedback should be given to the Cambridge and Peterborough Combined Authority that the Council supports the strategy but with the caveat that all forms of electricity production were promoted 'where appropriate'.

It was also noted that South Holland was not referred to very frequently in the strategy despite being an equal partner. It was hoped that endorsing the strategy would bring a greater recognition of the Council's role. Feedback on this issue would be included in the Council's response.

Overall Councillors endorsed the strategy, and its stated aims, as

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it aligned with the authority's own priorities relating to housing and economic growth, along with focusing on addressing issues that impact upon the growth, including power generation and distribution.

DECISION:

That the Cabinet gives formal endorsement of the Local Energy East Strategy subject to:

- a) The caveat that, with regard to the promotion of all forms of electricity, the Council would like to add 'where appropriate' so that it was not obliged to support inappropriate development; and
- b) Feedback be sent regarding acknowledging South Holland to a greater extent.

(Other options considered:

- *Do nothing. Under this option, the authority will not provide formal support for the strategy.*

Reasons for decision:

- *The Local Energy East Strategy is focused around a number of matters of relevance to the council's own strategic priorities, notably concerning housing and economic growth, alongside the focus within the strategy in addressing issues that impact upon the growth, including power generation and distribution.)*

18. FREEDOM OF INFORMATION POLICY

Consideration was given to the report of the Portfolio Holder for Governance and Customer inviting the Cabinet to adopt the Council's revised Freedom of Information Policy.

CP

Councillors noted that the current Freedom of Information Policy was originally adopted in June 2014. There were no fundamental changes proposed to the policy as it was aligned with the Freedom of Information Act 2000 which has seen no major updates in the years since the previous policy was written. However, in consultation with the Chairman and Vice-chairman of the Policy Development Panel, some formatting changes had been made in order to produce a policy that was written in plain English and reduced in size whilst retaining all the necessary information.

DECISION:

That the Cabinet adopts the Freedom of Information Policy.

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(Other options considered:

- *Do nothing.*

Reason for decision:

- *The currently adopted policy is 4 years old and due a review. Whilst there have not been any fundamental changes to statutory requirements, the new policy is improved for the benefit of the people wishing to contact the Council regarding freedom of information.)*

19. EQUALITY AND DIVERSITY POLICY

Consideration was given to the report of the Portfolio Holder for Governance and Customer inviting adoption of the Council's revised Equality and Diversity Policy.

CP

The current Equality and Diversity Policy was originally adopted in January 2014.

As with the Freedom of Information policy, there were no fundamental changes to the policy as it was aligned with the Equality Act 2010 which has seen no major updates in the years since the previous policy was written. However, in consultation with the Chairman and Vice-chairman of the Policy Development Panel, some changes had been made to the format of the policy. These had been made in order to produce a policy that was written in plain English and reduced in size.

DECISION:

That the Cabinet approves the adoption of the Equality and Diversity Policy.

(Other options considered:

- *Do nothing.*

Reasons for decision:

- *The currently adopted policy is 4 years old and due a review. Whilst there have not been any fundamental changes to statutory requirements, the new policy is improved for the benefit of all those engaging with the Council.)*

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

There were no urgent items.

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21. EXCLUSION OF PRESS AND PUBLIC

DECISION:

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of part 1 of Schedule 12A of the Act.

22. EXEMPT MINUTE OF THE MEETING OF THE PRIORY ROAD COMMUNITY HUB PROJECT SUB-COMMITTEE HELD ON 29 MAY 2018

The exempt minute of the meeting of the Priory Road Community Hub Project Sub-Committee held on 29 May 2018 was received as a correct record.

23. REPORT TO CABINET OF THE PRIORY ROAD COMMUNITY HUB PROJECT SUB-COMMITTEE

Consideration was given to the report of the Executive Manager – Property and Development concerning the capital funding for the investment into the Council Offices at Priory Road.

RH

Councillors noted that Priory Road council offices comprise of 2 buildings. The older 2 storey building, referred to in the report as block 4, constructed in 1954 in a traditional Georgian style and the more modern main office and public areas opened in 1991.

As is often the case with buildings of this age, and a number of original features including heating and cooling systems, the atrium could be cold in the winter and hot in the summer. In winter this was exacerbated by having multiple ground floor level staff/public accesses with inefficient heat curtains failing to prevent cold air accessing the building and warm air escaping when opened.

Councillors considered that improving the working conditions for Council staff, the Council's tenants and visitors to Priory Road required investment. It was acknowledged that in addition to installation there would be ongoing maintenance costs. These cost could make up part of the service charge for using the building where appropriate. Future thermal modelling would take place in the atrium to identify options to manage seasonal temperature regulation better.

DECISION:

a) Agree the principle that access arrangements in and around

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the Priory Road building will assume that:

- Car park barrier, door access, staircase barrier (a new installation) and printer access will be by virtue of a single/linked system with a customisable capability for controlling access and zoning flexibility throughout the Priory Road office building.
 - All registered users will have a photographic printed ID card which will act as the activator for proximity sensors throughout the zoned areas of the building. Users will access zoned areas based on their required permissions.
- b) Agree the new door heating arrangements which will install a like for like system with additional/replacement heating units serving the reception desk and public seating area, to reduce the need for ad hoc heating and cooling solutions.

RECOMMENDATION TO COUNCIL:

- c) To authorise the release of budget, as set out in the report, from the Council's Growth and Investment Reserve. Subject to Council approval a tender process to commence for the 3 items – atrium door heating and ancillary areas, staircase access barrier and installation of electronic door access system as appropriate to deliver enhanced and more flexible access control to office areas, external doors and car park.

(Other options considered:

Door and Staircase Access Control:

- *A security guard or guards to patrol the ground floor and control access*
- *Keypad access with different codes for different areas with a new staircase barrier system.*
- *Do nothing*

Heating:

- *Do nothing*

Reasons for decision:

Door access including staircase access control:

- *Only the recommended option will meet the needs of the building and cater for zoning to support co-locations.*

Heating:

- *Doing nothing would not address any of the current issues and would incur ongoing costs both in terms of maintenance and running of the existing units whilst not addressing the underlying issues.)*

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(The meeting ended at 10.30 am)

(End of minutes)

These minutes are published on 13 July 2018. In accordance with the Council's Constitution the DECISIONS detailed above will, unless otherwise stated, come into force and may then be implemented on 23 July 2018 (i.e. after the expiry of 5 clear 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 12 September 2018.