

Minutes of a meeting of the **CABINET** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 29 October 2019 at 10.00 am.

PRESENT

G A Porter (Leader)
C N Worth (Deputy Leader)
G J Taylor (Deputy Leader)

C J Lawton

T A Carter
A Casson

P E Coupland
R Gambba-Jones

Cabinet Support Members: Councillor J D McLean, Councillor H Drury and Councillor R Grocock.

The Chief Executive, the Executive Manager Governance, the Executive Manager Growth, the Strategic Finance and Compliance Manager, the Place Manager, the Strategic Housing Manager, the Senior Policy Advisor, the Housing Landlord Services Manager, the Environmental Services Manager, the Corporate Innovation, Change and Performance Manager, the Deputy Head of Finance, the Recovery and Support Team Leader and the Democratic Services Officer.

Apologies for absence were received from or on behalf of Councillors A M Newton, and A R Woolf, the Executive Director Commercialisation (S151), the Executive Director Strategy and Governance, the Executive Director Place, South Holland Citizens Advice Bureau and Welland Seniors Forum.

In Attendance: Councillor B Alcock (Chairman, Performance Monitoring Panel)

Community Representatives: Parish Councils

35. MINUTES

The minutes of the Cabinet meeting held on 10 September 2019 were signed by the Leader as a correct record.

36. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

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

No questions were raised under the Council's Constitution

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(Standing Orders).

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

There were no matters subject to call-in.

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

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

40. HOLBEACH AND SPALDING TOWN IMPROVEMENT WORKS

Consideration was given to the report of the Executive Director – Place, which outlined the proposed three-year plan of improvements for Holbeach and Spalding that could be delivered to enhance the town centres and provide future opportunities.

Members commented that with regard to future potential improvements to other towns, there would be the benefit of lessons learned from this project.

It was also important that the basics (for example ensuring a litter-free environment) were dealt with, that the needs of the local people were catered for and that communities and groups were involved in the process.

DECISION:

- a) That the Town Centre Improvement Plan as outlined in Appendix 3, be agreed.
- b) That works associated with the Improvement Plan be funded from the Growth and Investment reserve up to a value of £500,000 investment over 3 years.
- c) That a 3 year fixed term post be added to the establishment to co-ordinate and undertake works as part of the Town Centre Improvement plan.
- d) That the Executive Director for Place, in consultation with the Deputy Leader of the Council and Deputy Leader of Cabinet, be given delegated authority to commit resources up to the value of £500,000 to deliver the agreed Improvement Plan.
- e) That the Town Centre Steering Group for Spalding be established to act as a consultative body to gather community

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and business input.

- f) That the suggested governance arrangements for the Holbeach Future High Street Fund business case development be agreed and that these be used to deliver proposed actions set out for Holbeach in the proposed Town Centre Improvement Plan.
- g) That the sum of £150,000 granted from the Future High Street Fund for the purposes outlined in paragraph 1.15 be accepted.

(Other options considered:

- *To do nothing.*

Reasons for decision:

- *Both the towns of Holbeach and Spalding face significant challenges particularly around the viability of their high streets. It is fundamental to the growth and prosperity of both towns and the wider population of South Holland that actions are taken to secure the future of them both.*
- *The Town Centre Improvement Plan brings together a series of activity including quick wins to establish a 'track record', foundation building (getting the fundamentals right) and data harvesting to establish a baseline of evidence. This provides a robust position to move forward each year, building on successes or changing direction for further outcomes.*
- *The success of Holbeach in moving forward to the next stage of the Future High Streets Fund provides further opportunity to develop plans. The delivery of a number of the actions outlined in the report and Appendix 3 would demonstrate the commitment of South Holland to improving the town centres and therefore be fundamental to securing a successful bid for capital funding.*
- *Both towns are scheduled to take a significant amount of housing and infrastructure growth in the future. The Improvement Plan allows further residential opportunities to be identified and plans developed that are effective place shapers of the town centres. As part of this growth we need to ensure that the towns are fit for purpose and meet the needs of these additional communities and that they are able to connect into the towns easily at all times of the day).*

41. SOUTH HOLLAND COMMUNITY RESERVE PROTOCOL

Consideration was given to the report of the Executive Director - Commercialisation (S151) which outlined a proposed protocol for

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how the South Holland Community Reserve would be used to provide loans to Parish Councils for capital works.

DECISION:

- a) That the proposed Protocol as set out in the report be agreed.
- b) That the arrangements set out at 5.3.1 that were required to enact this decision be noted.

(Other options considered:

- *To do nothing.*

Reasons for decision:

- *Significant benefits would be brought to South Holland residents by utilising the Community Reserve in the way set out in the report. It would enable the council to support Parish Councils to invest in their communities in a sustainable way).*

42. PUBLIC TOILET TASK AND FINISH GROUP UPDATE

Consideration was given to the report of the Portfolio Holder for Place and Executive Director – Place, which provided an update on the progress of public toilet task and finish group recommendations reported in January 2019 and proposed future options.

DECISION:

- a) That the toilets of Spalding and Holbeach be re-configured and updated as suggested in option two within the report.
- b) That the new public toilets be fitted with payment facilities to charge users a minimum of 20p.
- c) That Vine Street toilets be decommissioned as a public toilet and an alternative use of this building be considered.
- d) That Capital funding for the recommended option be released from the Market Towns programme.
- e) That the Executive Director for Place, in consultation with the Portfolio Holder for Place, be given delegated authority to complete any associated actions necessary to enable the commencement of re-configuring the toilets and initialising charges for use.

(Other options considered:

- *Refurbish some of the current facilities*

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- *Demolish the current building*
- *Do nothing*

Reasons for decision:

- *Option two addresses the recommendations of the task and finish group and the feedback received from consultation with residents and visitors to South Holland).*
- *The toilets in Holbeach are in need of urgent consideration for refurbishment and due to the number of visitors that are seen in Spalding, the recommendation is to improve the facilities in Spalding and Holbeach as a first phase. These areas would be ideal to trial the new facilities due to their high usage.*
- *Anti-social behaviour and misuse of the toilets is a key issue, and option two would address these problems.*
- *The Vine Street toilet block is to be decommissioned as a public toilet due to a number of toilets already being available in the area, , and usage figures being low. Improvements to the Winfrey Avenue and Sheep Market toilets would be undertaken with the funds resulting from the reconfiguration.*
- *Provision of public toilets is not a statutory duty for Local Authorities however, there is a public demand for them and the residents and visitors consulted clearly stated they would like to see them continue and for the quality of them to be improved.)*

43. Q1 2019-20 PERFORMANCE OVERVIEW REPORT

Consideration was given to the report of the Portfolio Holder for Governance and Customer which provided an update on how the Council was performing for the period 1 April 2019 to 30 June 2019.

The improvement in sickness absence was noted and that staff should be congratulated for this.

DECISION:

That the contents of the report be noted.

(Other options considered:

- *Do nothing*

Reasons for decision:

- *That the council's performance is properly scrutinised).*

44. Q2 FINANCE REPORT 2019/20

Consideration was given to the report of the Portfolio Holder for Finance and Executive Director – Commercialisation (S151)

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which provided information on the forecast full year financial position of the Council at 30 September 2019.

DECISION:

- a) That the report and Appendix A be noted.
- b) That the estimated position with regard to the contributions to and use of reserves be noted.

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RECOMMENDED TO COUNCIL:

- c) That the Housing Revenue Account Capital Programme be approved as set out in table 7 of Appendix A.

(Other options considered:

- *Do nothing*

Reasons for decision:

- *To provide timely information to members on the overall financial position of the council).*

45. DEBT WRITE OFF

Consideration was given to the report of the Portfolio Holder for Finance and the Executive Director - Commercialisation (S151) which sought approval for the write off of uncollectable Council Tax debt.

Members noted that the report contained details of individual debts within the confidential appendix A. The appendix was not for publication by virtue of Paragraphs 1 (Information relating to any individual), 2 (Information which is likely to reveal the identity of any individual) and 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) in Part 1 of Schedule 12A of the Local Government Act 1972.

Members agreed that only the principles of the report be discussed and there was therefore no need for the meeting to go into private session for this item.

DECISION:

- a) That the amounts identified in the report be approved for write off.
- b) That the amounts written off under delegated powers be noted.

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(Other options considered:

- *To do nothing.*

Reasons for decision:

- *All recovery methods available had been considered and where appropriate pursued before making the decision to write off;*
- *Officer time can be maximised on greatest returns, at the same time as ensuring robust procedures for debt management are in place across all revenue streams).*

46. CAR PARKING REVIEW

Consideration was given to the report of the Portfolio Holder for Place and the Executive Director – Place, which reviewed and considered the parking tariffs for Spalding and Holbeach car parks.

In response to members' concerns officers confirmed that they were working with partners at the Castle Sports Complex to ensure that there would be no negative impact on users of the facility.

DECISION:

- a) That existing car parking charges be varied and that new charges for Gore Lane and Castle Sports Complex (dry side) as shown in Appendix A be introduced.
- b) That all agreed varied charges be subject to a notice of variation to be published under Section 35C of the Road Traffic Act 1984; such charges to come into effect on 1 January 2020.
- c) That it be agreed in principle, that the South Holland District Council (Off Street Parking Places) (Civil Enforcement) Order 2012 be amended so as to include within the Order:
 - i. The car park at Gore Lane, Spalding, with new charges as agreed under recommendation 1 as above, subject to no impediments being identified.
 - ii. The new area of the Castle Sports Complex car park (dry side) to the rear of the bowling green, with new charges for the whole of the dry side as agreed under recommendation 1 above.
 - iii. If necessary, arrangements made for permits or tickets for regular and casual users of the swimming pool and Castle Sports Complex.
- d) That the Environmental Services Manager be authorised in

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consultation with the Portfolio Holder for Place to:

- i. Finalise arrangements for the issue of permits or tickets for regular and casual users of the swimming pool and Castle Sports Complex for inclusion, if necessary, within the amended Order.
- ii. Finalise the necessary notice of proposal and statement of reasons relating to the proposed amendments to the existing Off Street Parking Places Order detailed in recommendation 3 above.
- iii. Undertake the necessary consultation and equality impact assessment in relation to the proposed amendments to the car parking order and report back to the Portfolio Holder following completion of the consultation process.
- iv. Determine the position of any parent/toddler parking bays in appropriate car parks.

e) That the Portfolio Holder for Place be delegated authority to:

- i. Consider the results of the consultation on the proposed amendments to the South Holland District Council (Off Street Parking Places) (Civil Enforcement) Order 2012 and the required Equality Impact Assessment and determine whether or not to amend the Order, including any non-substantial modifications considered appropriate.
- ii. Consider all and any pricing incentives for the current financial year and future years such as altered pricing structures during festive seasons, subject to publication of any necessary notices of variation under Section 35C of the Road Traffic Regulation Act 1984.

(Other options considered:

- *Increase car parking tariffs in Spalding Car Parks including Castle Sports Centre (dry side), in line with the maximum of the average tariffs in the analysis.*
- *Increase car parking tariffs in Spalding Car Parks, including Castle Sports Centre (dry side), in a tapered increase over 4 years to achieve the maximum of the average tariffs in the analysis.*
- *To do nothing.*

Reasons for decision:

- *To align the charges at SHDC owned car parks to ensure that charges are fair to users and that car parks are maintained to a standard that attracts users to the car parks and the town*
- *To establish fees at both the Castle Sport Centre and the Castle Pool car parks that are reasonable and ensure fair*

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use of the car parks and the leisure facilities. Currently one car park is free whilst the other has minimal charges causing disproportionate use at the free car park and limiting the availability for those wishing to use the leisure facilities.

- *Introducing charges at the leisure facility car parks and aligning them with nearby car parks is to ensure that these car parks are available for leisure users and therefore that they are not disproportionately affected by increases to the tariffs.*
- *An analysis of the tariffs has been undertaken to establish the most appropriate parking tariff as this is an essential element of managing supply and demand and ensuring footfall is not deterred, and to reflect various other factors as set out in paragraph 3 of the report).*

47. ANY OTHER ITEMS WHICH THE LEADER DECIDES ARE URGENT

There were no urgent items.

(The Leader left the meeting following consideration of this item. The Deputy Leader presided over the remainder of the meeting).

48. EXCLUSION OF PRESS AND PUBLIC

DECISION:

Under section 100A (4) of the Local Government Act 1972, the press and public were 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 1,2 and 3 of part 1 of Schedule 12A of the Act.

49. ACQUISITION OF MARKET DWELLINGS TO PROVIDE NEW AFFORDABLE HOUSING FOR THE HRA

Consideration was given to the report of the Portfolio Holder for Housing and Executive Director – Commercialisation (S151) which provided details of the acquisition of seven open market houses on a development site within the district to be provided as affordable housing.

DECISIONS:

- a) That the business case relating to acquisition of seven homes for the HRA be approved.
- b) That subject to council approval of Recommendation (3) the

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detail of agreeing the contract, reviewing the due diligence and completing the purchase be delegated to the Executive Director for Commercialisation in consultation with the Portfolio Holder for Housing and Health.

RECOMMENDED TO COUNCIL:

- c) To amend the Capital Programme to identify this project as an approved scheme in the 2019/20 budget.

(Other options considered:

- *To do nothing. Under this option the authority would not proceed with the acquisition of the properties. The offer would be withdrawn and expected benefits listed within the report would not be realised.*

Reasons for decision:

- *The recommendation to proceed with the offer to purchase seven homes relates to the expected benefits as detailed within the report).*

50. ACQUISITION OF NEW AFFORDABLE HOMES FOR HOUSING REVENUE ACCOUNT

Consideration was given to the report of the Portfolio Holder for Housing and Executive Director – Commercialisation (S151) which set out the details of the potential for the council to acquire 13 units of Affordable Rent tenure housing and 6 units of Shared Ownership on a development site in the district.

DECISION:

- a) That subject to council approval of the budget, the acquisition of 19 homes including 13 Affordable Rent houses and 6 Shared Ownership dwellings within the district be approved.
- b) That authority to agree contractual matters, associated due diligence, valuations required to purchase the properties and completion of matters relating to the marketing and sale of the Shared Ownership properties included within the acquisition be delegated to the Executive Director – Commercialisation (S151).

RECOMMENDED TO COUNCIL:

- c) To amend the budget for the 2020/21 Capital Programme to identify this project as an approved scheme as set out in Appendix A to the report.

(Other options considered:

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- *To do nothing. Under this option the authority would not proceed with the purchase of these properties. As a consequence, the expected benefits listed within the report would not be realised.*

Reasons for decision:

- *The recommendation to proceed with the offer to purchase nineteen homes relates to the expected benefits as detailed within the report).*

(The meeting ended at 11.14 am)

(End of minutes)

These minutes are published on **Friday 1 November 2019**. 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 11 November 2019** (i.e. after the expiry of 5 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 27 November 2019**.