

Minutes of a meeting of the **CABINET** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 27 March 2018 at 10.00 am.

PRESENT

G A Porter (Leader)  
C N Worth (Deputy Leader)  
M G Chandler (Deputy Leader)

A Casson  
P E Coupland

R Gambba-Jones  
C J Lawton

G J Taylor  
C N Johnson

Junior Portfolio Holders: T A Carter

The Chief Executive, the Executive Director Strategy and Governance, the Executive Director Commercialisation, the Executive Manager Governance, the Environmental Services Manager, the Business Manager Revenues & Benefits, the Recovery and Support Team Leader, the Executive Manager Project Delivery Growth and Commercialisation and the Democratic Services Officer.

Apologies for absence were received from or on behalf of the Lincolnshire Community & Voluntary Service.

In Attendance: Councillor B Alcock (Chairman, Performance Monitoring Panel) and Councillor A M Newton (Independent Group Leader)

Community Representatives: Citizens Advice Bureau and Parish Councils.

**53. MINUTES**

The minutes of the Cabinet meeting held on 13 February 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 23 January 2018.

It was noted that the Department of Work and Pensions were now located in the building and an area of concern was raised with respect to security doors and public access to other parts of the building. It was confirmed that all ground floor doors leading from the atrium were secure and a gated solution to access floors above was being worked on.

**54. DECLARATIONS OF INTEREST.**

There were no declarations of interest.

Action By

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

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

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

There were no matters subject to call-in.

**57. 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.

**58. REPLACEMENT OF GROUNDS MAINTENANCE EQUIPMENT**

Consideration was given to the joint report of the Portfolio Holder Place and the Executive Director Place, which sought annual capital expenditure of up to £50,000 until 2022/23 (5 years) to replace grounds maintenance equipment which had reached the end of its useful life.

**DECISION:**

That the report be noted;

**RECOMMENDED TO COUNCIL:**

- a) That capital expenditure of up to £50,000 be approved for the purchase of replacement equipment for the delivery of the grounds maintenance service in 2018/19, the proposed funding to come from appropriate reserves; and
- b) That the capital equipment replacement programme for grounds maintenance, for annual capital expenditure of up to £50,000 until 2022/23, be approved.

CM, ES

*(Other options considered:*

- *To lease or hire equipment; or*
- *To do nothing.*

*Reasons for decision:*

- *Replacement will result in increased effectiveness, efficiency and quality, and will deliver value for money. It would also create flexibility to purchase the most appropriate mowers for the work in hand;*
- *With the increased flexibility that the purchase of*

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*equipment would give, officers could investigate, with a view to offer, a commercial ground maintenance service, where any new opportunities might arise within the district).*

(The Environmental Services Manager left the meeting following discussion of this item).

**59. QUARTER 3 2017-18 PERFORMANCE OVERVIEW REPORT**

Consideration was given to the report of the Executive Director Strategy and Governance which provided an update on Council performance for the period 1 October 2017 to 31 December 2017.

It was noted that the in year collection rate for Council Tax and Business Rates was slightly behind target. However, members were advised that proactive work was being undertaken to rectify the situation and that it was anticipated that end of year targets in the final quarter would be met. Officers would be monitoring performance carefully.

**DECISION:**

That the report be noted.

*(Other options considered;*

- *Do nothing;*

*Reasons for decision:*

- *No recommendations are made. The report is presented for consideration in order that members are aware of how the Council is delivering its services and how it is progressing against its Corporate Priorities.)*

**60. SOUTH HOLLAND ECONOMIC DEVELOPMENT SERVICES**

Members began to give consideration to this issue however, due to the confidential nature of some of the information, it was agreed to consider the item in exempt session later in the meeting.

**61. DEBT WRITE OFF**

Consideration was given to the joint report of the Portfolio Holder for Finance and Executive Director, Commercialisation (S151) which recommended writing off uncollectable debts.

Members noted that the report contained a breakdown of the individual debts within Appendices A – D, and the Operational Debt Write Off Policy, which were not for publication by virtue of Paragraphs 1 (Information relating to any individual), 2

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(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)).

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

The Cabinet was reminded that it had approved the Debt Management operational policy in 2017. A presentation to Cabinet members on debt recovery had also been provided by officers earlier this year which had been well received, and members had agreed that all methods of recovery were being undertaken, in line with the policy.

**DECISION:**

That the following debts be written off:

Council Tax	£17,942.85
Business Rates	£97,999.82
Sundry Debt	£12,207.07
Housing Benefit Overpayments	£4,637.93
Total:	£132,787.67

*(Other options considered:*

- *Do nothing; or*
- *Approve the recommendations with amendments*

*Reasons for decision:*

- *All recovery methods available had been considered and where appropriate pursued before making the decision to write off.)*

**62. ANY OTHER ITEMS WHICH THE LEADER DECIDES ARE URGENT.**

There were no urgent items.

**63. 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 involved the likely disclosure of exempt information as defined in Paragraphs 1 and 3 and 7 of part 1 of Schedule 12A of the Act.

SH, MW

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**64. OPTIONS FOR COMMERCIAL DEVELOPMENT AT CREASE DROVE, CROWLAND**

Consideration was given to the joint report of the Deputy Leader of the Council and the Executive Director Commercialisation (S151) which updated the Cabinet on options for the development of further commercial units at Crease Drove, Crowland.

One of the recommendations was that a further report be presented to Cabinet in September 2018, before certain aspects of the proposal proceed. However, the Cabinet felt this would delay the process and requested that the Executive Director Commercialisation, in consultation with the Portfolio Holder Growth and Commercialisation negotiate and conclude matters relating to the business case for investment.

**DECISION:**

- a) That, subject to (2) below, the recommendations set out in the report be approved; and
- b) That recommendation 4 be amended so as to enable the Executive Director Commercialisation to proceed with the actions listed in the recommendation, including the approval of the business case without reporting the same to Cabinet, but that the Executive Director should instead consult with the Portfolio Holder Growth and Commercialisation.

*(Other options considered:*

- *As set out in the report.*

*Reasons for decision:*

- *To take the project forward to the next key stage).*

**65. SOUTH HOLLAND ECONOMIC DEVELOPMENT SERVICES**

Consideration was given to the report of the Portfolio Holder for Growth and Commercialisation and the Executive Director Commercialisation, which proposed a contractual arrangement with Opportunity Peterborough (a local authority owned company) to provide a range of services that would help to achieve the Council's priority 'to encourage the local economy to be vibrant with continued growth'.

The Executive Manager Governance advised Cabinet that the reference in paragraph 5.3 of the report to the Teckal exemption was inappropriate. The value of the contract was well below the EU procurement threshold. If the Cabinet was minded to award the contract to Opportunity Peterborough, on the basis of the specialist nature of the contract, it had the power to waive the

RH,  
CMarshall

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usual tendering requirements pursuant to paragraph 3.1 of the Contract Procedure Rules.

The Cabinet considered the proposal in detail, discussing a number of issues, but in particular:

- Whether the arrangements would bring sufficient extra new business into the area to provide value for money. The Authority had a very successful Inward Investment Team, but working with Opportunity Peterborough would provide the expertise needed to attract major international companies to the area.
- Whether Opportunity Peterborough may see South Holland District Council as a lower priority than Peterborough and not, therefore, prioritise the South Holland area. A Service Level Agreement would detail what would be expected from the agreement, and that there would be clear expectations. Regular reviews would also be undertaken to ensure that targets were being met.
- Spalding and Holbeach should not be the only areas to be considered for investment. Peterborough had an influence over the whole South Holland area, and all parts of the district should be open and promoted for investment.
- Branding of South Holland was important and this would be considered as part of discussions moving forward – the area would not be swallowed up under the Opportunity Peterborough umbrella.
- Whilst it was important to pursue this and bring new larger investment into the area, the work of the Inward Investment team would still continue and encouragement and retention of existing businesses would remain a priority.

Councillor Coupland wished to abstain from the decision and requested that this be noted.

**DECISION:**

- a) That approval be given for Opportunity Peterborough to provide Economic Development Services for South Holland District Council for a period of up to two years, with a full review at six months and twelve months;
- b) That the Executive Director (Commercialisation), in consultation with the Portfolio Holder Growth and Commercialisation, be given delegated authority to agree the final terms of the arrangement and to approve a robust Service Level Agreement and governance arrangements;
- c) That the six month review, referred to in (a) above, include the

CMarshall,  
JM

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Head of Economic Strategy and Partnerships at Opportunity Peterborough attending a meeting of the Performance Monitoring Panel, prior to consideration of progress by the Cabinet.

CMarshall,  
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CMorgan

d) That the new arrangement for Economic Development Services be funded through existing agreed service budgets; and

e) That an exemption to the Council's procurement rules be authorised in view of the unique and specialist nature of the proposal.

CMarshall,  
JM, MS

*(Other options considered:*

- *Agree recommendations with no amendments; or*
- *Procure a contract with an alternative provider; or*
- *Do nothing.*

*Reasons for decision:*

- *To provide an enhanced level of service within the existing cost envelope for the service, and enable the Council to benefit from additional resource and expertise; and*
- *To support regeneration and the implementation and delivery of major employment and housing sites within the District).*

(The meeting ended at 11.02 am)

(End of minutes)

These minutes are published on 29 March 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 10 April 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 11 April 2018.

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