

Council



SOUTH
KESTEVEN
DISTRICT
COUNCIL

Thursday, 21 November 2024 at 2.00 pm
Council Chamber - South Kesteven House, St. Peter's
Hill, Grantham. NG31 6PZ

Members: Councillor Paul Fellows, Chairman of the Council
Councillor Ian Selby, Vice-Chairman of the Council

Councillor Matthew Bailey	Councillor Tim Harrison	Councillor Nick Robins
Councillor Emma Baker	Councillor Graham Jeal	Councillor Penny Robins
Councillor Rhys Baker	Councillor Gloria Johnson	Councillor Susan Sandall
Councillor Ashley Baxter	Councillor Anna Kelly	Councillor Max Sawyer
Councillor David Bellamy	Councillor Jane Kingman	Councillor Rob Shorrock
Councillor Harrish Bisnauthsing	Councillor Gareth Knight	Councillor Vanessa Smith
Councillor Pam Bosworth	Councillor Philip Knowles	Councillor Peter Stephens
Councillor Pam Byrd	Councillor Zoe Lane	Councillor Lee Steptoe
Councillor Richard Cleaver	Councillor Robert Leadenham	Councillor Ian Stokes
Councillor Helen Crawford	Councillor Bridget Ley	Councillor Paul Stokes
Councillor Steven Cunnington	Councillor Nikki Manterfield	Councillor Elvis Stooke
Councillor James Denniston	Councillor Paul Martin	Councillor Rosemary Trollope- Bellew
Councillor Phil Dilks	Councillor Penny Milnes	Councillor Sarah Trotter
Councillor Richard Dixon- Warren	Councillor Virginia Moran	Councillor Murray Turner
Councillor Barry Dobson	Councillor Charmaine Morgan	Councillor Mark Whittington
Councillor Patsy Ellis	Councillor Chris Noon	Councillor Jane Wood
Councillor Phil Gadd	Councillor Habibur Rahman	Councillor Paul Wood
Councillor Ben Green	Councillor Rhea Rayside	Councillor Sue Woolley

Agenda

This meeting can be watched as a live stream, or at a later date, [via the SKDC Public-I Channel](#)

For those Councillors who wish to attend:

- ***a demonstration of the electronic voting equipment in the Chamber will be held at 1:40pm***
- ***prayers will be held at 1:55pm before the commencement of the meeting.***

1. Public Open Forum

The public open forum will commence at **2.00 p.m.** and the following formal business of the Council will commence at **2.30 p.m.** or whenever the public open forum ends, if earlier.

2. Apologies for absence

3. Disclosure of Interests

Members are asked to disclose any interests in matters for consideration at the meeting.

4. Minutes of the meeting held on 26 September 2024

(Pages 5 - 17)

5. Communications (including Chairman's Announcements)

(Page 19)

6. Proposed amendments to the Council's Constitution

(Pages 21 - 24)

To consider recommendations from the Governance and Audit Committee to make amendments to the Council's Constitution.

7. Establishment of a Joint Committee for District Councils

(Pages 25 - 41)

This report seeks approval for the establishment of a District Joint Committee comprising the seven district authorities in Lincolnshire further to the Greater Lincolnshire Devolution Deal and the creation of the Greater Lincolnshire Mayoral Combined County Authority.

8. Members' Open Questions

A 45-minute period in which members may ask questions of the Leader, Cabinet Members, the Chairmen and Vice-Chairmen of the Overview and Scrutiny Committees and opposition group leaders excluding the Chairman and Vice-Chairman of the Planning Committee, Licensing and Alcohol, Entertainment and Late Night Refreshment Licensing Committees and Governance and Audit Committee.

9. Notices of Motion

a) Councillor Ben Green

Motion to Phase Out Synthetic Pesticides on Council-Owned Land

*South Kesteven District Council commits to phasing out the use of all synthetic pesticides, including glyphosate, on Council-owned land by both Council operatives and third-party contractors, through the implementation of a **Pesticide Elimination Strategy** to be adopted by 2026. The development of this Strategy will be overseen by the Environment Overview and Scrutiny Committee, be subject to public consultation, and will outline a detailed plan for the gradual, phased elimination of all synthetic pesticides on Council land **within 24 months of its adoption**. This motion initiates the process.*

Reasons:

- ***Nature Crisis:*** Recent research highlights a significant decline in insect populations across Europe, including the UK, which is one of the most nature-depleted countries globally. A study using a 'splatometer' method revealed a 50% reduction in insect splatters on vehicle registration plates between 2004 and 2019. This trend mirrors a broader decline in insect abundance, which has fallen by up to 80% at some European sites over the past two decades. We have witnessed a silent summer, with pitiful populations of butterflies and wasps, among many other species. This is troubling as decreased insect abundance threatens ecosystem health by disrupting pollination, food chains and soil fertility. Reducing synthetic pesticide use on land we control will contribute to halting this decline and support nature.
- ***Public Health and Safety:*** Phasing out synthetic pesticides on Council land will significantly reduce health risks for residents, particularly children and pets, by minimising exposure to harmful chemical residues. These chemicals can linger in the environment, contaminating soil, air, and water, potentially entering the food chain and affecting public health. Pesticides also pose a serious threat to watercourses, as run-off can contaminate rivers and groundwater, harming aquatic life and degrading water quality. By reducing pesticide use, we not only protect public health but also preserve cleaner water sources and support healthier ecosystems.
- ***Respect for Agricultural Practices:*** This policy focusses solely on the management of Council-owned land under the Council's responsibility and will not impact or interfere with the agricultural methods or practices employed by local farmers and private landowners. It aims to enhance the stewardship of public land while respecting existing

agricultural operations. We recognise and value the essential role that pesticides play in food production and acknowledge the significant contributions of our farmers to the economy and national resilience. Lincolnshire's status as the nation's breadbasket is a point of immense pride and this policy is intended to support effective public land management without affecting agricultural productivity.

- **Strong Precedent:** *Furthermore, it is noteworthy that numerous cities across France, Belgium, Luxembourg, Denmark, and many other locations throughout Europe and the UK, including Cambridge, have successfully eliminated the use of synthetic pesticides. These serve as compelling examples of how urban areas can transition to more sustainable practices that protect public health and the environment. Their achievements highlight the viability of phasing out harmful chemicals in favour of alternative pest control methods, demonstrating that such measures not only benefit local ecosystems but also enhance the quality of life for residents. By learning from these successful initiatives, our Council can confidently pursue a similar path towards a healthier and more sustainable community.*

Implementation Plan:

- **Initiating Strategy Development:** *The heart of this motion is to formally initiate the creation of a **Pesticide Elimination Strategy**, which will outline the gradual, phased removal of synthetic pesticides, including glyphosate, from all Council-owned land.*
- **Immediate Action:** *The Council will commit to stopping synthetic pesticide use on Council land wherever possible while the Strategy is being developed.*
- **Promotion of Alternatives:** *The Council will explore and promote non-chemical alternatives for weed and pest control as part of this process.*
- **Land Management Review:** *A review of current land management practices will be conducted to ensure compliance with the objectives of the forthcoming Strategy.*
- **Public Consultation and Oversight:** *The Pesticide Elimination Strategy will be developed under the supervision of the Environment Overview and Scrutiny Committee and will include public consultation. The Strategy is to be adopted **by 2026**, outlining a clear plan for the full elimination of synthetic pesticides **within 24 months of its adoption.***

10. Close of meeting

MINUTES

COUNCIL

THURSDAY, 26 SEPTEMBER 2024

2.00 PM



SOUTH
KESTEVEN
DISTRICT
COUNCIL

PRESENT

Councillor Paul Fellows Chairman
Councillor Ian Selby Vice Chairman

Councillor Emma Baker
Councillor Rhys Baker
Councillor Ashley Baxter
Councillor David Bellamy
Councillor Harrish Bisnauthsing
Councillor Pam Bosworth
Councillor Pam Byrd
Councillor Richard Cleaver
Councillor Steven Cunnington
Councillor James Denniston
Councillor Phil Dilks
Councillor Richard Dixon-Warren
Councillor Barry Dobson
Councillor Phil Gadd
Councillor Tim Harrison
Councillor Graham Jeal
Councillor Anna Kelly
Councillor Gareth Knight
Councillor Philip Knowles
Councillor Zoe Lane
Councillor Robert Leadendam
Councillor Bridget Ley
Councillor Paul Martin

Councillor Penny Milnes
Councillor Virginia Moran
Councillor Charmaine Morgan
Councillor Rhea Rayside
Councillor Nick Robins
Councillor Penny Robins
Councillor Susan Sandall
Councillor Max Sawyer
Councillor Ian Selby
Councillor Rob Shorrock
Councillor Vanessa Smith
Councillor Peter Stephens
Councillor Lee Steptoe
Councillor Ian Stokes
Councillor Paul Stokes
Councillor Elvis Stooke
Councillor Rosemary Trollope-Bellew
Councillor Sarah Trotter
Councillor Murray Turner
Councillor Jane Wood
Councillor Paul Wood
Councillor Sue Woolley

OFFICERS

Karen Bradford, Chief Executive
Richard Wyles, Deputy Chief Executive and Section 151 Officer
Alison Hall-Wright, Director of Housing
Emma Whittaker, Assistant Director of Planning
Graham Watts, Assistant Director (Governance and Public Protection) and
Monitoring Officer

Claire Moses, Head of Service (Revenues, Benefits Customer and Community)
Chris Prime, Communications Manager
James Welbourn, Democratic Services Manager (Deputy Monitoring Officer)
Gary Andrew, IT Services Manager
Patrick Astill, Communications Officer
Lucy Bonshor, Democratic Officer

31. Public Open Forum

Prior to the commencement of business, Councillors held a minute's silence for former Councillor Yvonne Gibbins who had recently passed away. Councillors Lee Steptoe and Charmaine Morgan both spoke of her time in office.

There were no questions or statements from members of the public.

32. Apologies for absence

Apologies for absence were received from:

Councillor Matt Bailey
Councillor Helen Crawford
Councillor Patsy Ellis
Councillor Ben Green
Councillor Gloria Johnson
Councillor Jane Kingman
Councillor Nikki Manterfield
Councillor Chris Noon
Councillor Habib Rahman
Councillor Mark Whittington

Councillors Nick Robins, Penny Robins, Susan Sandall and Max Sawyer were running late and joined later in proceedings.

33. Disclosure of Interests

Note: Councillors Nick Robins, Penny Robins and Sue Woolley joined the meeting.

The Monitoring Officer informed members that as the issue impacted on millions of people nationally, there was no need to declare an interest and leave the Council Chamber for this item if they had previously been in receipt of winter fuel payments. However, declaring an interest would always be the choice of an individual member.

Councillor Philip Knowles declared a pecuniary interest in item 40 – a motion on winter fuel payments as he had previously been in receipt of these. He would leave the Council Chamber during consideration of this item.

34. Minutes of the meeting held on 18 July 2024

The minutes of the meeting held on 18 July 2024 were proposed, seconded and agreed as a correct record.

35. Communications (including Chairman's Announcements)

The Council noted the Chairman's engagements.

Cabinet Member for Planning

The Cabinet Member for Planning highlighted comments on the Mallard Pass scheme made at the July meeting of Full Council in his absence. It was suggested at July's meeting that the decision on this scheme had been taken without government engagement; however, given the Council's role in planning process was quasi-judicial the Cabinet Member would have raised a Point of Order had he been present to protect the integrity of Full Council.

One of the Cabinet Member for Planning's first actions on taking office in 2023 (as the Cabinet Member for Planning and Housing) was to sign off an official Impact Assessment report listing the positive and negative connotations of the Mallard Pass scheme. On behalf of the Leader of the Council he had also requested an extraordinary meeting of the Planning Committee to consider the Council's position on the scheme. On 15 June 2023, the Cabinet Member personally addressed Planning Committee on who he felt was best placed to engage with the Planning Inspectorate by lodging a formal objection to Mallard Pass. The view taken at that time was that this Council should not support Mallard Pass and should therefore formally object. The Cabinet Member asked that members think about the potential damage to the reputation of this Council and individual members by voicing comments that were inaccurate.

Leader of the Council

In advance of the tabled motion on winter fuel payments, the Leader had drafted a letter to the Chancellor of the Exchequer, Rachel Reeves MP which could be used should that motion be passed. The Council was taking measures to ensure that people were aware of their eligibility for support for fuel payments.

The Leader updated members on the installation of solar panels at Grantham Meres Leisure Centre. Concerns had been raised about the ethical background of the solar panels, and the Leader thanked Councillor David Bellamy for raising these concerns. The issue had subsequently been discussed with Alicia Kearns MP, with a focus on the sourcing of solar panels. The Council did not have a direct relationship to the manufacturer of the solar panels, Canadian Solar. However, work had taken place on finding better, more ethical alternatives through the importer of the solar panels, GO Green, and a new provider, JA Solar had been found. JA Solar had a transparent supply chain; each solar panel had a QR code to enable the purchaser to trace the origins of the panels.

The project to install the solar panels at Grantham Meres Leisure Centre remained on schedule and would ultimately reduce the Council's carbon footprint.

Cabinet Member for Environment and Waste

The Council was approaching two weeks of kerbside battery collections. During the first week of collections 725kg of batteries had been removed by the Council's waste team. Further details on the scheme would be available on the Council's social media channels.

The Cabinet Member had written to colleagues in neighbouring councils with regards to maintenance of the A1 road. Three Executive Members had responded agreeing to partner with South Kesteven District Council on lobbying Highways England and the new Transport Secretary for maintenance funding. Colleagues that the Cabinet Member had spoken to had agreed that the 'status quo' for the A1 littering was unacceptable.

On 5 September the Planning Committee approved a Section 106 Agreement with Boothby Wildland, to create and manage biodiversity net gain units. Boothby Wildland was a multi-hectare restoration of grade 3 agricultural land. There were also plans to restore the West Glen River, reducing the local flood risk.

Finally, a new Tree and Woodland Officer was now in post.

Note: Councillor Susan Sandall arrived.

Cabinet Member for Property and Public Engagement

Members were reminded about how to register to receive flood alerts and text messages.

On 24 September Cabinet approved a pre-Christmas parking scheme in Council car parks, with a two- and three-hour's free car parking offering on Mondays, Tuesday and Wednesdays in the lead up to Christmas Eve.

Note: Councillor James Denniston arrived.

Head of Paid Service

The Head of Paid Service thanked members for their support and kindness over the previous two and a half months whilst she had been away from the office.

Members would all have seen a press release from Lincolnshire County Council on the subject of local devolution. The government had announced that the devolution deal for Lincolnshire was supported, and the statutory instrument would go before Parliament in December. A report would be submitted to Full Council in November

containing a Terms of Reference for a Joint Committee on the new Combined Authority. There would be mayoral elections in May 2025.

36. Proposed Amendments to the Council's Constitution

Members considered a recommendation from the Governance and Audit Committee to make amendments to the Council's Constitution.

There were three proposals, each of which changed the involvement of members and public with regard to Cabinet and Full Council. In any meeting, the person presiding had the responsibility to manage proceedings as they saw fit and this would not change. For Cabinet, the Leader of the Council (as the Chairman of that body) would have the decision as to how many questions an individual Councillor could ask.

Councillors involved in putting forward these constitutional changes to Full Council were praised.

Having been previously moved, seconded, and following a vote it was **AGREED:**

DECISION

That the Constitution and appropriate Procedure Rules under Part 4 (Rules of Procedure) be amended to include the following, as set out in the report:

- a) Provision of a public open forum at meetings of Cabinet.**
- b) Provision of Member questions at meetings of Cabinet.**
- c) Provision of Member questions at the annual meeting of Full Council.**

37. Members' Open Questions

Note: Councillor Ian Stokes left the Council Chamber and did not return.

Question 1 – Councillor Murray Turner to Councillor Rhys Baker, Cabinet Member for Environment and Waste

Councillor Turner asked the Cabinet Member for an update on the progress of the rollout of new LED street lighting in the district.

Councillor Rhys Baker highlighted the report due to be tabled at Environment Overview and Scrutiny Committee on 7 October. 1137 streetlights had been upgraded, a completion rate so far of 51.5%. Heritage streetlights would be updated towards the end of the programme.

Question 2 – Councillor David Bellamy to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Bellamy asked the Deputy Leader whether he would take the opportunity to confirm the replacement of the swings at the Wild Witham play area following their removal in February, taking into account a petition signed by almost 200 residents to reinstate them?

Councillor Paul Stokes highlighted the recent report on the Play Area Strategy discussed at Culture and Leisure Overview and Scrutiny Committee in September. As part of this Strategy there was an action plan for the future. The Council had recently bid for monies from the UK Shared Prosperity Fund (UKSPF) and the swings at Wild Witham were one of the schemes being brought forward.

Question 3 – Councillor Paul Wood to Councillor Virginia Moran, Cabinet Member for Housing

Councillor Paul Wood asked the Cabinet Member to organise a meeting with Helping Hands, a local group dealing with homelessness, as he understood that the Council were not engaging with this group.

Councillor Moran outlined the numerous efforts made to date to engage with the group and reported that communications received in response to the Council's contact were not conducive to building a working relationship.

Question 4 – Councillor Max Sawyer to Councillor Virginia Moran, Cabinet Member for Housing

Councillor Sawyer asked for the number of additional traders that had been added to an internal 'approved' list since the Council had decided to expand it, in the hope of getting housing voids repaired?

Councillor Moran confirmed that no additional traders had been added to date as the local framework was not yet in place. A workshop to which all Councillors had received an invite to on this subject had taken place.

Question 5 – Councillor Charmaine Morgan to Councillor Rhea Rayside, Cabinet Member for People and Communities

Councillor Morgan asked the Cabinet Member to clarify what support the Council was planning to offer pensioners affected by the governmental changes to the winter fuel payments?

Councillor Rayside had emailed all Councillors regarding the winter fuel payment update. A process for reaching those eligible for payment needed to be put in place and then subsequently reviewed, as it was not an option to have some individuals not receiving payment. Councillor Rayside advised any Councillors that were concerned about this issue and wanted assistance to contact her directly.

Question 6 – Councillor Paul Martin to Councillor Phil Dilks, Cabinet Member for Planning

The South Kesteven Local Plan review from October 2020 referred to allocations of new housing and recommended a minimum of 50% growth in housing developments for Grantham. Revised allocations under the new government, using this calculation would mean 912 new homes per annum for the town.

Should the update to the National Planning Policy Framework (NPPF) be carried forward by government in December, would the Council consider a review of the 50% uplift in new housing for Grantham?

Councillor Dilks had reported to Cabinet on 24 September the government's manifesto commitment to speed up housing delivery across the country. The work to update the Local Plan was at an advanced stage; however, nothing would change until the final NPPF was published.

The government consultation ended on 24 September; the Cabinet Member paid tribute to the Assistant Director of Planning & Growth and her team for putting together a comprehensive response to the consultation. This would now be considered by government, along with many other responses from across the country.

Grantham had been identified as a 'growth' area for housing. Both the national Conservative and Labour parties had been committed to accelerating house building. It would be a huge challenge to deliver the number of new houses promised.

Question 7 – Councillor Steven Cunnington to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Cunnington asked the Deputy Leader whether there had been any public feedback on the works that had taken place on the roof and roof lighting for Bourne Leisure Centre?

Councillor Paul Stokes highlighted the Bourne Leisure Centre project as an efficient way in which the property team worked together with the operational team. The project had been worth approximately £800,000, but it had been completed with very little interruption. LeisureSK Limited and the property team should take credit for the completion of the project.

Customers were very happy with the outcome and it had provided a perfect solution.

Question 8 – Councillor Rob Shorrock to Councillor Ashley Baxter, Leader of the Council and Cabinet Member for Finance, HR and Economic Development

Councillor Shorrock asked the Leader what authority he had used when drafting a response letter in advance of the winter fuel motion later on in the agenda?

Councillor Baxter confirmed he had drafted a letter concerning a review of winter fuel payment to the Chancellor in advance of the winter fuel motion from Councillor Graham Jeal, requesting an urgent review of Parliament's decision. The letter would only be submitted if there was confidence from the Council to do so – Councillor Baxter had not made any comments regarding abolishing winter fuel payments. This letter was not posted in advance of Full Council as there was a motion on this subject on the agenda.

Councillor Baxter wanted all pensioners to feel supported by all Councillors; no-one wanted to see pensioners struggle through the winter through lack of finances or fuel.

Question 9 – Councillor Zoe Lane to Councillor Rhys Baker, Cabinet Member for Environment and Waste

Councillor Lane asked whether internal issues related to the grounds maintenance contract would be resolved immediately?

Councillor Rhys Baker agreed to seek an immediate update and would feedback to Councillors when in receipt of further information.

Question 10 – Councillor Tim Harrison to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Harrison requested up to date attendance figures for the Guildhall Arts Centre, Grantham.

Councillor Paul Stokes highlighted the hard work of officers at all of the Council's arts venues. Attendance figures at the Guildhall Arts Centre were on the increase. September 2022 to September 2023 had previously seen 11,000 visitors, but from September 2023 to September 2024 there had been 19,000 visitors.

The increase for the same period from Stamford Arts Centre was a leap from 37,000 to 39,500. Bourne's arts figures had also improved. All of these increases had led to an increase in enquiries about tickets for events.

Question 11 – Councillor Robert Leadenham to Councillor Ashley Baxter, Leader of the Council and Cabinet Member for Finance, HR and Economic Development

Note: The question was addressed to the Cabinet Member for Housing but it was not appropriate for her to respond due to her involvement as the Chairman of the Deepings Community Interest Company (CIC)

Councillor Leadenham asked for the latest update on the Deepings Leisure Centre.

Councillor Baxter highlighted the £850,000 that the Council had set aside for the Deepings Leisure Centre, with a similar amount accepted from Lincolnshire County Council. A bid had been submitted to the Community Ownership Fund; there had been progress with this and then the General Election was called and progress

halted. The new government had not yet expressed an opinion but the Autumn Statement may give a further steer.

Discussions were ongoing between the community groups, Lincolnshire County Council and South Kesteven District Council.

Question 12 – Councillor Anna Kelly to Councillor Phil Dilks, Cabinet Member for Planning

Councillor Kelly asked whether specific reference had been made to almshouses as part of the Council's submission on the National Planning Policy Framework and requested that almshouses have their own specific category?

Councillor Dilks did not recall any specific mention of almshouses but was very happy to look at this issue in detail with Councillor Kelly and officers.

Question 13 – Councillor Peter Stephens to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Stephens asked when the maintenance on the wave machine at Bourne Leisure Centre would be completed?

The Deputy Leader understood that the repairs to the wave machine at Bourne had been carried out.

Question 14 – Councillor Gareth Knight to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Knight highlighted the opportunities to access funds available through combined mayoral authorities, and asked the Deputy Leader whether a submission would be prepared alongside a backup plan for swimming in the Deepings?

Councillor Stokes assured Full Council that he was prepared to look at any funding opportunities for the District when they arose.

Question 15 – Councillor Graham Jeal to Councillor Lee Steptoe, Chairman of the Housing Overview and Scrutiny Committee

Councillor Jeal asked Councillor Steptoe to join him in sending Sir Keir Starmer MP a gift of finest Lincolnshire sausages; this offer was declined.

38. Notices of Motion

39. Councillor Ben Green

Councillor Ben Green's motion was **DEFERRED** until the next ordinary meeting of Full Council as he had given apologies for this meeting.

40. Councillor Graham Jeal

Note: Councillor Philip Knowles left the Council Chamber for this item and did not take part in the debate or vote.

Councillor Graham Jeal proposed the following motion:

This Council regrets the decision by the Labour Government to end universal winter fuel payments which could push tens of thousands of people in our district into fuel poverty.

We call on the Leader of the Council to write to the Chancellor urging a review of the decision to restrict eligibility to those in receipt of pension credits and other benefits. This is to ensure vulnerable pensioners, particularly those that do not claim pension credits, are protected from financial hardship.

Council notes that many pensioners eligible for credits do not apply for them and will lose winter fuel payments as a result. Therefore, we resolve to undertake an awareness campaign to encourage residents in South Kesteven to check their eligibility. This includes the use of social media, promotion in the local press and other media partners.

The motion was seconded.

The following views were raised during the introduction to, and debate on the motion:

- This motion had been presented to approximately 80 Councils across the country. Local MPs had led opposition within Parliament, and there had been cross-party work on this motion.
- One member's view was that whilst the policy around winter fuel payments was in need of reform, to remove it from all did not feel right.
- There was a massive backlog in pension credit applications, which was worrying as winter approached.
- Another member's view was that the Labour government had inherited a budget gap between national spending and actual resources, and therefore difficult decisions would have to be taken.
- There were millions of pensioners that did not require financial assistance with winter fuel payments. However, there remained a large number of pensioners that did require assistance and therefore raising awareness of pension credits was key. British state pensions were around the lowest in Europe.
- In times of austerity it might not be appropriate to handing out a universal winter fuel payment.
- The Council had a social media campaign to ensure as many pensioners as possible were signed up for pension credit.

A request was made that a recorded vote on the motion be taken, as in accordance with Council Procedure Rule 15.5 any ten or more Councillors present at the meeting of Full Council could request this. The results of the recorded vote were as follows:

For: Councillors Emma Baker, Rhys Baker, David Bellamy, Harrish Bisnauthsing, Pam Bosworth, Pam Byrd, Richard Cleaver, Phil Dilks, Richard Dixon-Warren, Barry Dobson, Graham Jeal, Gareth Knight, Zoe Lane, Robert Leadenham, Bridget Ley, Paul Martin, Penny Milnes, Virginia Moran, Charmaine Morgan, Rhea Rayside, Nick Robins, Penny Robins, Susan Sandall, Peter Stephens, Rosemary Trollope-Bellew, Sarah Trotter, Murray Turner, Jane Wood, Paul Wood, Sue Woolley. (30)

Against: Councillors Steven Cunnington, Phil Gadd, Tim Harrison, Anna Kelly, Rob Shorrocks, Lee Steptoe. (6).

Abstain: Councillors Ashley Baxter, James Denniston, Paul Fellows, Max Sawyer, Ian Selby, Vanessa Smith, Paul Stokes, Elvis Stooke. (8).

Therefore, the motion was **AGREED**.

41. Councillor Zoe Lane

Note: Councillor Philip Knowles returned to the Council Chamber. Councillor Rosemary Trollope-Bellew left the Council Chamber and did not return.

Councillor Zoe Lane proposed the following motion:

Motion on Suicide Awareness in the District

This Council recognises:

- *That every suicide is preventable, and that prevention is everyone's responsibility.*
- *That the rate of suicides in South Kesteven is one of the lowest in the county of Lincolnshire at an average of 14 deaths per year^{1[1]}; but also, that this number should and could be 0.*
- *That it is a partner in the Lincolnshire Suicide Prevention Strategy and should be doing everything possible to support Lincolnshire County Council in building on its excellent work to save lives.*

This Council resolves forthwith to:

- *Encourage and support all councillors, along with SKDC officers and frontline contractors in undertaking suicide awareness training from the Zero Suicide Alliance.*
 - *This training is free, short, and available online.^{2[2]}*

^{1[1]} <https://lhih.org.uk/wp-content/uploads/2024/04/Lincolnshire-Suicide-Audit-2023.pdf> p. 12

^{2[2]} <https://www.zerosuicidealliance.com/suicide-awareness-training>

- *It is designed to enable people to recognise signs that someone may be suicidal, and to know how and where to signpost them. It is not supposed to make anyone an expert in suicide prevention.*
- *Ensure all councillors and officers are familiar with the Samaritans' guidelines on media reporting of suicides.^{3[3]}*
 - *Evidence shows that excessive and detailed reporting of suicides can lead to copycat cases.*
 - *Councillors are in a position as local leaders to encourage discretion and sensitivity, especially on social media.*
- *Engage fully with the annual World Suicide Prevention Day, which falls on 10th September every year.*
 - *SKDC's engagement on Facebook in 2023 was a single post about lighting a candle in memory of those who have died by suicide. The message was drowned out by day-to-day information shared on the same day.*
 - *The Samaritans use the day to reduce the stigma of talking about suicide and encourage others to do the same. Memorials are nice but we can do both.*
- *Monitor the state of the District annually in the Rural & Communities Committee via data from LCC.*
 - *This data from the annual suicide audit is readily available and renewed every year. It will give both councillors and officers a clear view of whether the county-wide strategy is having an effect in SKDC.*
- *Host a councillor workshop for further discussions.*
 - *We all have different experiences of approaching the subject in personal and professional capacities, as well as of local support services. Sharing these will help to build a picture of what we would like to feed back into the conversation and develop our own understanding.*
 - *Having the confidence to talk about suicide can help to break the stigma of having difficult conversations.*

The motion was seconded.

The following views were raised during the introduction to, and debate on the motion

- Fewer than a third of those that end their own life were known to mental health services. If your web search mentioned suicide then you would receive the telephone number for the Samaritans.
- Suicide prevention services fell within the jurisdiction of Lincolnshire County Council; however, everyone had a part to play in saving lives. The motion above would be an extension of what South Kesteven officers already do.
- Any training being provided would be free of charge, with any expenses being very low.
- One of the aims of the motion was to encourage sensitivity within communities whilst supporting others to build confidence on speaking about the topic. Councillors and officers at South Kesteven needed to further understand what

^{3[3]} <https://www.samaritans.org/wales/about-samaritans/media-guidelines/>

was happening in the District as a whole, as partners in the overarching strategy.

The mover of the motion wished to amend the first line of the motion from:

This Council recognises:

- *That every suicide is preventable, and that prevention is everyone's responsibility.*

to:

This Council recognises:

- *That no suicide is inevitable, and that prevention is everyone's responsibility.*

Full Council **ACCEPTED** this change to the motion.

After having been moved and seconded, following a vote the motion was **AGREED**.

42. Close of meeting

The meeting closed at 3:45pm.

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List of Chairman's Engagements

17th September to 20th November 2024

Event Date	SKDC Ref	Organisation and Event	Location
22nd September 2024	PF0013	North Kesteven DC, Chairman's Civic Service	The Parish Church of St. Denys Sleaford
26th September 2024	PF0014	RAF Cranwell Annual Formal Reception	RAF Cranwell
27th September 2024	PF0016	Rutland & Stamford Mercury Business Awards	Rutland Hall Hotel, Nr Oakham LE15 8AB
29th September 2024	PF0009	South Holland Chairmans Civic Service	All Saints Church, Moulton
27th October 2024	PF0015	Mayor of Whittlesey Civic Service	St Mary's Church, Whittlesey
3rd October 2024	PF0017	Heritage Lincolnshire Dinner	Harlaxton Manor, Harlaxton, Grantham
8th October 2024	PF0018	Mayor of Peterborough Curry Night	Peterborough
22nd October 2024	PF0019	Guided Walks of Grantham Parks	Grantham
25th October 2024	PF0020	Arnhem 80 Band Concert	St Wulfram's Church
3rd November 2024	PF0021	Remembrance Week - Opening of the Garden of Remembrance	Guildhall Parlour, Guildhall Arts Centre
6th November 2024	PF0022	Remembrance Week - Civil Service	Grantham Crematorium, Harrowby Road, Grantham
9th November 2024	PF0023	Army Training Regiment Grantham Pass Off Parade	Prince William of Gloucester Barracks, Grantham
10th November 2024	PF0024	Remembrance Sunday Parade & Service/Closing of the Garden of Remembrance	Guildhall Parlour, Guildhall Arts Centre/St Wulframs
11th November 2024	PF0025	2 Minutes silence at the Remembrance Gardens	Guildhall Parlour, Guildhall Arts Centre
11th November 2024	PF0026	PWoG Remembrance Parade	Prince William of Gloucester Barracks, Grantham
15th November 2024	PF0027	SK Community Awards	Bourne Corn Exchange, Bourne

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**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Full Council

Thursday, 21 November 2024

Report of Councillor Philip Knowles,
Cabinet Member for Corporate
Governance and Licensing

Proposed amendments to the Council's Constitution

Report Author

Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

✉ graham.watts@southkesteven.gov.uk

Purpose of Report

To consider a recommendation from the Governance and Audit Committee to make amendments to the Council's Constitution.

Recommendations

That Full Council:

- 1. Approves the amendment to Council Procedure Rules in Part 4 (Rules of Procedure) of the Constitution be amended, as set out in paragraph 3.3 of the report, to allow use of the electronic voting system in the Council Chamber.**
- 2. Approves the amendment to Article 9 in Part 2 (Articles of the Constitution) to reflect that externally appointed Co-opted Members do not have voting rights on the Governance and Audit Committee.**

Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Effective council
Which wards are impacted?	(All Wards)

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

1.1 There are no financial implications associated with this report.

Completed by: Richard Wyles, Deputy Chief Executive and Section 151 Officer

Legal and Governance

1.2 There are no significant legal and governance implications arising from this report.

Completed by: Graham Watts, Monitoring Officer

2. Background to the Report

Method of voting at meetings

2.1 Paragraph 15.3 of the Council Procedure Rules at Part 4 (Rules of Procedure) of the Council's Constitution currently prescribes that votes at the Council's meetings shall be taken by means of a show of hands for, against and abstention.

2.2 The Council Chamber is equipped with an electronic voting system whereby Members can press a button next to their respective microphone to indicate whether they are for, against or abstaining from a proposal. The results of this vote can then be displayed on the screen in the Council Chamber.

Governance and Audit Committee – Co-opted Member voting rights

2.3 Paragraph 9.2 of Article 9 (Governance and Audit Committee) provides the Governance and Audit Committee with the ability to appoint a Co-opted Member as an external appointee. This paragraph outlines that the Co-opted Member would have voting rights, however, based upon the functions exercised by the Governance and Audit Committee, this is contrary to provisions of the Housing and Local Government Act 1989.

3. Key Considerations

- 3.1 The Governance and Audit Committee considered the proposed amendments to the Constitution set out in this report at its meeting held on 24 September 2024.

Method of voting at meetings

- 3.2 The Council has previously used the electronic system in the Council Chamber to facilitate voting at its meetings, however, a decision was taken in 2020 to cease its use. The current administration is keen to re-introduce its use and therefore seeks to amend the Constitution in order that it can be used at the Council's meetings in the future.
- 3.3 It is considered that use of this system will be more open and transparent in terms of clearly displaying the outcome of votes taken in the Council Chamber, both to those in the Chamber itself as well as to those watching the meeting live or via a recording of the meeting. Additionally, it would speed up the process of recorded votes which can be time consuming given that each Members' name currently needs to be read out in order that they can indicate whether they are for, against or abstaining from a proposal. Use of the system would enable all Members to indicate their vote at the same time with the results immediately available for viewing on the screen.
- 3.4 Full Council is therefore invited to consider a recommendation of the Governance and Audit Committee which proposes the amendment of paragraph 15.3 of the Council Procedure Rules to read:

“Unless otherwise provided by legislation or in these Council Procedure Rules, the vote on any motion or amendment proposed at any meeting of the Council shall be taken by means of a show of hands for, against and abstention **or by using the electronic voting system in the Council Chamber. The person presiding the meeting will determine the most appropriate means of facilitating votes**”.

- 3.5 The bold text above denotes additions made to the existing procedure rule.

Governance and Audit Committee – Co-opted Member voting rights

- 3.6 The Governance and Audit Committee recommended to Full Council that paragraph 9.2 of Article 2 (Articles of the Constitution) be amended to reflect that externally appointed Co-opted Members do not have voting rights on the Governance and Audit Committee.

4. Other Options Considered

- 4.1 To retain the existing arrangements both in relation to the method of voting at meetings of the Council and the voting rights of Co-opted Members at meetings of the Governance and Audit Committee.
- 4.2 To make any further amendments to the Constitution in relation to those areas included within this report.

5. Reasons for the Recommendations

Method of voting at meetings

- 5.1. To make use of the technology already available in the Council Chamber, provide more flexibility as to how voting can be facilitated at meetings of the Council and ensure more openness and transparency in respect of the result of votes in presenting votes cast for, against and abstentions on the screen.

Governance and Audit Committee – Co-opted Member voting rights

- 5.2. To ensure consistency with the provisions of the Housing and Local Government Act 1989.



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Full Council

Thursday, 21 November 2024

Report of Councillor Philip Knowles,
Cabinet Member for Corporate
Governance and Licensing

Establishment of the District Joint Committee for the Greater Lincolnshire Mayoral Combined County Authority

Report Author

Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

✉ graham.watts@southkesteven.gov.uk

Purpose of Report

This report seeks approval for the establishment of a District Joint Committee comprising the seven district authorities in Lincolnshire further to the Greater Lincolnshire Devolution Deal and the creation of the Greater Lincolnshire Mayoral Combined County Authority.

Recommendations

That Full Council:

- 1. Approves the establishment of a District Joint Committee of the district authorities in Lincolnshire further to the Greater Lincolnshire Devolution Deal and the creation of the Greater Lincolnshire Mayoral Combined County Authority.**
- 2. Approves the proposed Terms of Reference and Standing Orders for the District Joint Committee.**
- 3. Approves the Leader of the Council as South Kesteven District Council's representative on the District Joint Committee.**
- 4. Approves the Deputy Leader of the Council as the Leader's substitute on the District Joint Committee.**
- 5. Delegates any further review or amendment of the Terms of Reference or Standing Orders to the Chief Executive, in consultation with the Cabinet Member for Corporate Governance and Licensing.**

Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Effective Council
Which wards are impacted?	All

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 There are no financial implications associated with this decision to establish a Joint Committee with other district local authorities in the county.

Completed by: Paul Sutton, Deputy Section 151 Officer

Legal and Governance

- 1.2 The establishment of the Greater Lincolnshire Mayoral Combined County Authority is subject to consideration by Parliament, Royal Assent and the making of an Establishment Order, which is expected to take place in December/January. The proposal to establish a District Joint Committee is proposed in readiness for the establishment of the Mayoral Combined County Authority, the first meeting of which is scheduled to be held early next year in readiness for Mayoral elections in May 2025.
- 1.3 The relevant legislative provisions for the establishment of a Joint Committee of the district authorities in Lincolnshire are Section 11 of the Levelling Up and Regeneration Act 2023 and Section 101 Local Government Act 1972. These provide the legal mechanism to allow South Kesteven District Council to form a Joint Committee and participate in the Mayoral Combined County Authority.

Completed by: Graham Watts, Monitoring Officer

2. Background to the Report

- 2.1 A devolution agreement for Greater Lincolnshire was announced by the Government in November 2023 and subsequently agreed by Lincolnshire County Council, North Lincolnshire Council and North East Lincolnshire Council. These three authorities are the constituent members for the purposes of the devolution deal and the creation of the Greater Lincolnshire Mayoral Combined County Authority (MCCA). The seven district authorities in Lincolnshire are considered as non-constituent members. For clarity, these are Boston Borough Council, the City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council.
- 2.2 It is envisaged that the devolution agreement will bring additional funds into Greater Lincolnshire over the next 30 years, totalling £720 million. This additional funding will be used to support planning projects, transport projects, economic development and the improvement of skills and education across the Greater Lincolnshire area.
- 2.3 The three constituent members will lead on the new arrangements and the formation of the MCCA, however, it is appreciated that the seven district authorities in Lincolnshire must still have a voice and be able to represent the interests of the district authorities at the MCCA. The new arrangements therefore allow for the establishment of a Joint Committee of the seven district authorities to provide a mechanism for participation at the MCCA.

3. Key Considerations

Purpose of the District Joint Committee

- 3.1 The devolution deal document for Greater Lincolnshire published on 22 November 2023 provides the following paragraph, which has been taken into account when drafting the documentation which supports the establishment of the District Joint Committee:

“Paragraph 23. The district and borough councils within Lincolnshire have an important role to play in levelling up Greater Lincolnshire and delivering the shared vision for the area. It is expected that a joint committee of these councils will be formed and that this joint committee will be designated by the MCCA as a nominating body for the purposes of nominating four non-constituent Members of the MCCA. The term of office for non-constituent members would be a matter for the MCCA constitution, but it is expected that non-constituent Members would be appointed annually, with membership rotated among the district and borough councils. The same joint committee could be used to nominate other elected members from the district and borough councils to other places on forums of the MCCA, including Overview and Scrutiny and Audit Committees.”

- 3.2 The purpose of the District Joint Committee will be to establish a collaborative platform for co-ordination among the non-constitutional authorities and be a mechanism through which their interests are represented on the MCCA. The District Joint Committee will seek to enhance efficiency, effectiveness and accountability in the delivery of services and policies within the MCCA and promote the shared interests of the district authorities for the benefit of Greater Lincolnshire.
- 3.3 It is proposed that the District Joint Committee will have the following scope, noting that a key role is to nominate four non-constituent members to participate in the MCCA and to nominate members to the MCCA's Overview & Scrutiny Committee and Audit Committee:
- To exercise oversight of the initial formulation and development of the MCCA
 - To approve or adopt any policy as required by the MCCA
 - To facilitate joint decision making on matters defined within the MCCA's remit
 - Where appropriate, to oversee the implementation of shared initiatives and policies
 - Encourage, promote and enable dialogue and cooperation between the seven non-constituent authorities
 - To nominate four non-constituent members to participate in the MCCA, such members to reflect the view and position of the seven district authorities in their entirety
 - To nominate members to the MCCA's Overview & Scrutiny Committee and Audit Committee in line with the MCCA's requirements for those Committees
 - To consider any matters being discussed/proposed/implemented by the MCCA and provide collective feedback to the MCCA
 - To approve appointment and/or representation of a Member(s) on external bodies or groups where appropriate
- 3.4 It is proposed that the membership of the District Joint Committee be the Leader of each district authority, and in their absence a substitute member can be nominated on their behalf.

Governance

- 3.5 The District Joint Committee will require a Terms of Reference and its own Standing Orders. Versions of both of these documents have been drafted by the Monitoring Officers of the district authorities.
- 3.6 The Leaders and Chief Executives of the district authorities have been consulted on these documents, which have been amended to reflect comments and feedback received.

- 3.7 The proposed Terms of Reference for the Joint Committee are attached to the report at **Appendix A**, with the Standing Orders for the Joint Committee attached at **Appendix B**.
- 3.8 These documents may require period review and subsequent amendments to meet the needs of the Joint Committee to ensure that they remain fit for purpose and complement the evolution of the MCCA. It is proposed that any review and amendment of the Terms of Reference be delegated to the Chief Executive, in consultation with the Cabinet Member for Corporate Governance and Licensing. Any significant amendments to these documents would be referred to the Governance and Audit Committee for its consideration.
- 3.9 All district authorities in Lincolnshire are in the process of taking this report and the Terms of Reference and Standing Orders documents through their respective decision-making processes. At the time of writing this report, West Lindsey District Council have approved the establishment of the Joint District Council, together with the documents as appended.

4. Other Options Considered

- 4.1 Not to approve the establishment of the Joint District Committee. This would mean disengagement from the process by South Kesteven District Council. It would also prevent South Kesteven District Council's nominee participating in the Joint Committee or potentially being appointed as one of the four non-constituent members on the MCCA.
- 4.2 To suggest amendments to the Terms of Reference or Standing Orders documents. Each district authority is required to approve the Terms of Reference and Standing Orders documents as part of the establishment of the Joint District Committee. It is recommended that Full Council approves the versions as appended to this report, with any suggest amendments being considered via delegated authority to the Chief Executive in consultation with the Cabinet Member for Corporate Governance and Licensing. This will provide the most effective means of addressing any potential amendments given the time criticality associated with establishing the Joint District Committee.

5. Reasons for the Recommendations

- 5.1 To ensure that South Kesteven District Council is fully engaged with the Greater Lincolnshire Mayoral Combined County Authority and the Joint District Committee.

6. Consultation

- 6.1 All Chief Executives and Leaders of district authorities in Lincolnshire have been engaged in the development of Terms of Reference and Standing Orders for the proposed Joint District Committee.

7. Appendices

7.1 Appendix A – Draft Terms of Reference

7.2 Appendix B – Draft Standing Orders

Terms of reference for the District Joint Committee of the 7 Lincolnshire District Authorities

1. Membership of the District Joint Committee

The following Local Authorities, hereafter known as the “non-constituent authorities” are specified as those which are to form the District Joint Committee;

Boston Borough Council
City of Lincoln Council
East Lindsey District Council
North Kesteven District Council
South Holland District Council
South Kesteven District Council
West Lindsey District Council

2. Purpose and Scope

The purpose of the District Joint Committee is to establish a collaborative platform for coordination among the non-constituent authorities to represent their interests on the Greater Lincolnshire Mayoral Combined County Authority (MCCA). The District Joint Committee will nominate 4 district member representatives to participate in meetings of the MCCA on a rotation basis. It seeks to enhance efficiency, effectiveness and accountability in the delivery of services and policies within the MCCA and will promote the shared interests of the authorities for the benefit of Greater Lincolnshire.

The District Joint Committee shall have the following scope:

- a) To exercise oversight of the initial formulation and development of the MCCA,
- b) To approve or adopt any policy as required by the MCCA,
- c) To facilitate joint decision making on matters defined within the MCCA’s remit,
- d) Where appropriate to oversee the implementation of shared initiatives and policies,
- e) Encourage, promote and enable dialogue and cooperation between the 7 non-constituent authorities,
- f) To nominate 4 non-constituent members for a two-year term of office to participate in the MCCA, such members to reflect the view and position of the 7 District Authorities in their entirety,
- g) To nominate members to the MCCA’s Overview and Scrutiny Committee, and Audit Committee in accordance with the MCCA’s requirements for those committees,

- h) To consider any matters being discussed/proposed/implemented by the MCCA and provide collective feedback to the MCCA,
- i) To approve appointment and/or representation of a Member(s) on external bodies or groups where appropriate

3. Membership and Substitutes

The Joint Committee shall consist of representative members from each non-constituent authority with the aim of creating comprehensive representation. The membership shall include 1 member from each authority, such member being the Leader of that Authority. In the absence of the representative member, each Leader of that authority may appoint one substitute member to attend on their behalf.

4. Chairperson and Vice-Chairperson

The District Joint Committee shall elect a Chairperson and Vice-Chairperson from amongst its members during the initial meeting for a two-year term of office. Subsequent elections of Chairperson and Vice-Chairperson shall be held on a bi-annual basis for two-year term of office.

The Chairperson and Vice-Chairperson, upon election to their respective office, will each automatically be designated one of the District Council's four seats as non-constituent members on the MCCA.

5. Democratic Administration and Standing Orders

The democratic administration will be agreed at the formation of the Joint Committee and shall be provided by West Lindsey District Council.

The Standing Orders for the Joint Committee are at Appendix 1

6. Frequency and Quorum of Meetings

The frequency of meetings shall be determined by the District Joint Committee at its initial meeting and shall where possible align with the meeting cycle of the MCCA.

Quorum

A quorum of 4 members is required for the Joint Committee to conduct its business.

7. Decision making and voting

The District Joint Committee should in the first instance seek consensus but if that is not reached matters will be decided through voting. Each member shall have one vote and decisions determined by a simple majority. If there are equal numbers of votes, the Chairperson shall exercise a second, casting vote.

8. Access to Information

As this Joint Committee is formed pursuant to the provisions of section 101 Local Government Act 1972, the usual arrangements relating to access to information requirements will apply.

9. Expenses

Member expenses shall be sought through their respective authorities pursuant to the usual processes and procedures.

10. Review and amendments

These terms of reference shall be periodically reviewed by the Joint Committee to ensure they remain fit for purpose and complement the evolving circumstances of the MCCA.

Any amendments to these terms of reference will be subject to the governance arrangements of the respective non-constituent authority.

The Joint Committee may make Standing Orders for the regulation of the proceedings of Joint Committee and may vary or revoke any such Orders.

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Joint Committee of the seven Lincolnshire District Authorities

Standing Orders

1. MEMBERSHIP

- 1.1 The District Joint Committee will have a membership of seven, with each second-tier local authority in Lincolnshire being entitled to appoint one member.
- 1.2 The following local authorities are those which are to constitute the District Joint Committee:
- Boston Borough Council
City of Lincoln Council
East Lindsey District Council
North Kesteven District Council
South Holland District Council
South Kesteven District Council
West Lindsey District Council
- 1.3 The member appointed by each of the authorities set out in paragraph 2.1 will be the Leader of the Council.
- 1.4 In the absence of the representative member, each Leader of that authority may appoint one substitute member to attend meetings of the District Joint Committee on their behalf.
- 1.5 The term of office for members of the District Joint Committee will end when they are no longer Leader of their respective authority.

2. APPOINTMENT OF CHAIRPERSON AND VICE-CHAIRPERSON

- 2.1 The District Joint Committee will elect a Chairperson and Vice-Chairperson from amongst its members during its inaugural meeting for a two-year term of office, and bi-annually thereafter.
- 2.2 The District Joint Committee Chairperson and Vice-Chairperson will be rotated on a bi-annual basis, unless all present at the meeting unanimously agree that a Chairperson or Vice-Chairperson should continue for a further term.
- 2.3 Nominations for the appointment of Chairperson and Vice-Chairperson must be proposed and seconded with the successful candidate requiring the majority of votes.

- 2.4 Where there are three or more nominations that have been proposed and seconded, the candidate with the least number of votes will be removed from the process. This process will be repeated until there are two candidates and one has received the majority of votes.
- 2.5 The Chairperson and Vice-Chairperson, upon election to their respective office, will each automatically be designated one of the District Council's four seats as non-constituent members on the Mayoral Combined Authority.

3. FREQUENCY OF MEETINGS

- 3.1 The frequency of meetings of the District Joint Committee will be determined by the Committee at its inaugural meeting and will, where possible, align with the meeting cycle of the Mayoral County Combined Authority.
- 3.2 The Chairperson shall be entitled to call extraordinary meetings of the Joint District Committee, in consultation with the Vice-Chairperson of the Committee. Only matters for which the meeting was called may be considered at an extraordinary meeting of the Joint Committee.

4. QUORUM

- 4.1 The quorum for the District Joint Committee will be four members.
- 4.2 If there is no quorum at the published start time for the meeting, a period of 15 minutes will be allowed, or longer at the Chairperson's discretion. If there remains no quorum at the expiry of this period, the meeting will be declared null and void.
- 4.3 If the meeting becomes inquorate after the meeting has commenced, the meeting will be closed and the remaining items will be declared null and void.

5. DECISION-MAKING AND VOTING

- 5.1 The District Joint Committee should in the first instance seek consensus. If a consensus cannot be reached then matters will be decided through voting.
- 5.2 Each member of the District Joint Committee will have one vote.
- 5.3 Any member appointed as a substitute will have full voting rights at meetings of the District Joint Committee.
- 5.4 All votes will be carried out by a show of hands and will be determined by a simple majority.

- 5.5 If there are an equal number of votes, the person presiding the meeting will exercise a second, casting vote.
- 5.6 A recorded vote will be held if requested by the majority of those members in attendance at a meeting of the District Joint Committee.
- 5.7 Any member may request that their vote for, against or in abstention of a proposal voted upon be recorded in the minutes at a meeting of the Joint Committee.

6. ACCESS TO INFORMATION

- 6.1 Meetings of the District Joint Committee will be held in person.
- 6.2 Members of the public may attend all meetings of the District Joint Committee.
- 6.3 At least five clear working days before a meeting of the District Joint Committee, the Council appointed as secretariate will make copies of the following documents available for inspection by members of the public at each of the constituent Councils' offices and publish these documents on its website:
 - (a) The agenda for the meeting
 - (b) Any reports which are to be made available to the public in accordance with these Standing Orders
- 6.4 Where the meeting is convened at less than five clear working days' notice, a copy of the agenda and associated reports will be made available for inspection at the time the meeting is convened.
- 6.5 If an item is added to the agenda after it has been made publicly available, the revised agenda and any report relating to the item for consideration will be made available for inspection from the time the item was added to the agenda.
- 6.6 Where reports are prepared after the summons has been sent out, each such report will be made available to the public as soon as the report is completed and sent to Councillors.
- 6.7 Council appointed as secretariat will supply copies of the following documents to any person on payment of a charge for postage and any other appropriate costs, or for free via the Council's website:
 - (a) Any agenda and reports that are open to public inspection

- (b) Any further statements or particulars necessary to indicate the nature of the items in the agenda that are open to public inspection
 - (c) Copies of any other documents supplied to Councillors in connection with an item, should the Monitoring Officer of the Council appointed as secretariat deem it appropriate
- 6.8 The District Joint Committee will ensure that copies of the following are available for public inspection for at least six years after the date of a meeting:
- (a) The minutes of the meeting and records of decisions taken
 - (b) A summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record
 - (c) The agenda for the meeting
 - (d) Reports relating to items when the meeting was open to the public
- 6.9 The Monitoring Officer of the Council appointed as secretariat will set out in every report a list of those documents (called background papers) relating to the subject matter of the report which in their opinion:
- (a) Disclose any facts or matters on which the report or an important part of the report is based
 - (b) Have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information (as defined below) and in respect of Cabinet reports, the advice of the political advisor (if any)
- 6.10 The District Joint Committee will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers at the offices of the Council appointed as secretariat and will also be available on the Council's website.

7. EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS

Confidential information – requirement to exclude the public

- 7.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed.
- 7.2 Confidential information means information given to the District Joint Committee or its constituent Councils by a Government Department on terms that forbid its public disclosure, or information that cannot be publicly disclosed by order of a Court.

Exempt information – discretion to exclude the public

- 7.3 The public may, by resolution of the meeting concerned, be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed.
- 7.4 Where the meeting will determine any person’s civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.
- 7.5 Exempt information means information falling within one or more of the categories specified in the left hand column on the table below, subject to any condition specified in respect of that category in the right hand column of the table.

Description of exempt information	Qualification
1. Information relating to any individual	Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
2. Information which is likely to reveal the identity of an individual	Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information
3. Information relating to the financial or business affairs of any particular person (including the authority holding the information)	<p>Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Information falling within this paragraph 3 is not exempt by virtue of that paragraph if it is required to be registered under:</p> <ul style="list-style-type: none"> (a) The Companies Act 1985 (b) The Friendly Societies Act 1974 (c) The Friendly Societies Act 1992 (d) The Industrial and Provident Societies Acts 1065 to 1978 (e) The Building Societies Act 1986 (f) The Charities Act 1993

<p>4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer holders under, the authority</p>	<p>Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p>
<p>5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings</p>	<p>Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p>
<p>6. Information which reveals that the authority proposes:</p> <p>(a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person</p> <p>(b) To make an order or direction under any enactment</p>	<p>Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p>
<p>7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</p>	<p>Exempt information if and so long, as in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p>

7.6 If the Monitoring Officer of the Council appointed as secretariate thinks fit, the District Joint Committee may exclude access by the public to the whole or any part of reports which in their opinion relate to items during which the meeting is likely not to be open to the public. Such reports will be marked “*Not for publication*” together with the category of information likely to be disclosed.

8. MEMBER CONDUCT

- 8.1 Members appointed to the District Joint Committee, or attending meetings in the capacity as a substitute, will be bound by the Councillor Code of Conduct of their nominating authority. Any complaint regarding the conduct of a member acting in such capacity should be referred to the Monitoring Officer of the local authority they are a member of.
- 8.2 If a member persistently disregards the ruling of the person presiding the meeting and behaves improperly or offensively, or deliberately obstructs business, the person presiding the meeting may move that the member be not heard further. If seconded, a vote will be taken without discussion.
- 8.3 If a member continues to exhibit the behaviour which resulted in a motion being passed that they not be heard further, the person presiding the meeting may move that either the member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, a vote will be taken without discussion.

9. DISTURBANCE BY THE PUBLIC

- 9.1 If a member of the public interrupts proceedings, the person presiding the meeting will warn the person concerned. If they continue to interrupt, the person presiding the meeting will order their removal from the meeting room.
- 9.2 If there is a general disturbance in any part of the meeting room open to the public the person presiding the meeting may call for that part to be cleared.
- 9.3 If there is a general disturbance making orderly business impossible, the person presiding the meeting may adjourn the meeting for as long as he or she thinks is necessary.

10. INTERPRETATION OF STANDING ORDERS

- 10.1 The ruling of the person presiding a meeting of the District Joint Committee as to the application and interpretation of these Standing Orders shall be final.

11. SUSPENSION OF STANDING ORDERS

- 11.1 Any of these Standing Orders may, as far as is lawful, be suspended by motion passed unanimously by those entitled to vote.

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