

# Council

## Annual Meeting



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

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Thursday, 21 May 2026 at 2.00 pm  
Council Chamber - South Kesteven House, St. Peter's  
Hill, Grantham. NG31 6PZ

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**Members:** Councillor Ian Selby, Chairman of the Council  
Councillor Anna Kelly, Vice-Chairman of the Council

Councillor Kyle Abel	Councillor Tim Harrison	Councillor Nick Robins
Councillor Matthew Bailey	Councillor Graham Jeal	Councillor Penny Robins
Councillor Emma Baker	Councillor Gloria Johnson	Councillor Susan Sandall
Councillor Rhys Baker	Councillor Jane Kingman	Councillor Max Sawyer
Councillor Ashley Baxter	Councillor Gareth Knight	Councillor Rob Shorrocks
Councillor David Bellamy	Councillor Philip Knowles	Councillor Vanessa Smith
Councillor Harrish Bisnauthsing	Councillor Zoe Lane	Councillor Peter Stephens
Councillor Pam Bosworth	Councillor Robert Leadenham	Councillor Lee Steptoe
Councillor Pam Byrd	Councillor Bridget Ley	Councillor Ian Stokes
Councillor Richard Cleaver	Councillor Richard Litchfield	Councillor Paul Stokes
Councillor Helen Crawford	Councillor Nikki Manterfield	Councillor Elvis Stooke
Councillor Steven Cunnington	Councillor Paul Martin	Councillor Rosemary Trollope-Bellew
Councillor James Denniston	Councillor Penny Milnes	Councillor Sarah Trotter
Councillor Phil Dilks	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 Paul Fellows	Councillor Habib Rahman	Councillor Paul Wood
Councillor Ben Green	Councillor Rhea Rayside	Councillor Sue Woolley

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# Agenda

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Published and despatched by [democracy@southkesteven.gov.uk](mailto:democracy@southkesteven.gov.uk) on Wednesday, 13 May 2026.

☎ 01476 406080

**Karen Bradford, Chief Executive**

[www.southkesteven.gov.uk](http://www.southkesteven.gov.uk)

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, prayers will be held at 1:55pm before the commencement of the meeting. Please be seated by 1:50pm.***

- 1. Apologies for absence**
- 2. Election of Chairman**
- 3. Election of Vice-Chairman**
- 4. Public Open Forum**

The public open forum is for a period of 30 minutes, if there are any questions or statements from members of the public.
- 5. Disclosure of Interests**

Members are asked to disclose any interests in matters for consideration at the meeting.
- 6. Minutes of the meeting held on 26 February 2026** (Pages 5 - 22)
- 7. Communications (including Chairman's Announcements)** (Page 23)
- 8. Announcement by the Leader of the Council on the Size and Membership of Cabinet and Cabinet Members' Remits**
- 9. Programme of Meetings of Full Council, Cabinet and Committees for 2026/2027** (Pages 25 - 29)

To approve a programme of ordinary meetings of Full Council, Cabinet, Overview and Scrutiny Committees and other Committees of the Council for the 2026/2027 municipal year.
- 10. Appointments to Committees and Panels of the Council and Appointment of Chairmen and Vice-Chairmen** (Pages 31 - 37)

This report sets out the requirements placed on Full Council for the appointment of Members to its Committees and Panels, and the appointment of their Chairmen and Vice-Chairmen.

All Political Group Leaders are responsible for nominating Members from within their respective Groups to each of the Committees/Panels, in accordance with the political proportionality of the Authority as appropriate. Full Council will appoint the Chairmen and Vice-Chairmen of Committees.
- 11. Appointment of Representatives to Outside Bodies** (Pages 39 - 43)

To provide the Council with the opportunity to make appointments or change representation on Outside Bodies.
- 12. Governance and Audit Committee Annual Report 2025/2026** (Pages 45 - 60)

To present the Annual Report of the Governance and Audit Committee for 2025/2026 to Council including the indicative work plan and timetable for 2026/2027.
- 13. Decisions Taken Under Urgency** (Pages 61 - 63)

To inform members of any decisions taken using urgency provisions during 2025/2026.

#### **14. 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.

#### **15. Close of meeting**

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# MINUTES

COUNCIL

THURSDAY, 26 FEBRUARY 2026

2.00 PM



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

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## PRESENT

Councillor Ian Selby Chairman  
Councillor Anna Kelly Vice Chairman

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

## OFFICERS

Karen Bradford, Chief Executive  
Richard Wyles, Deputy Chief Executive and Section 151 Officer  
Alison Hall-Wright, Director of Housing and Projects (Deputy Monitoring Officer)  
Graham Kitchen, Director of Law and Governance (Monitoring Officer)  
David Scott, Assistant Director of Finance and Deputy Section 151 Officer  
Karen Whitfield, Assistant Director (Leisure, Culture and Place)

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Chris Prime, Communications Manager  
James Welbourn, Democratic Services Manager  
Patrick Astill, Communications Officer  
Carol Drury, Community Engagement & Manager  
Mark Fisher, IT Support and Infrastructure Lead

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### **107. Public Open Forum**

Before commencing with the business of the meeting, the Chairman paid his respects to former Councillor Mike Taylor who had recently passed away. Councillors Harrish Bisnauthsing, Graham Jeal, Charmaine Morgan and Jane Kingman also paid their respects to Councillor Taylor.

The Chairman proposed a motion without notice to vary the order of the agenda so that the Motions on Notice were considered prior to Members' Open Questions. This was seconded. Following a vote, it was **AGREED** to vary the order of the agenda.

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

### **108. Apologies for absence**

Apologies for absence were received from Councillors:

Matt Bailey  
James Denniston  
Patsy Ellis  
Paul Fellows  
Nick Robins  
Penny Robins  
Rob Shorrocks  
Mark Whittington

### **109. Disclosure of Interests**

No interests were disclosed.

**Note:** Councillor Rosemary Trollope-Bellew left the Council Chamber and did not return.

### **110. Minutes of the meeting held on 29 January 2026**

The minutes of the meeting held on 29 January 2026 were proposed, seconded and agreed as a correct record.

## **111. Communications (including Chairman's Announcements)**

The Council noted the Chairman's engagements. The Chairman highlighted the Grantham Rotary Swimmarathon as a wonderful event.

The Cabinet Member for Planning gave an update on Lincolnshire County Council's (LCCs) removal of £2 million of funding to Grantham High Street. Their Overview and Scrutiny Management Board had recommended to the Executive the formal reinstatement in the proposed capital programme of the money. However, the Executive chose not to follow this recommendation and the £2 million for Grantham High Street was not part of LCC's Budget agreed on 20 February 2026.

LCC's latest position was no formal commitment to the scheme, but that it would be considered when Grantham's Southern Relief Road was completed. The Leader of SKDC, the Chief Executive and others were continuing to lobby LCC on this issue.

## **112. Appointments to Committees and Panels of the Council**

Members considered the requirements placed on Full Council for the appointment of Members to its Committees and Panels.

Since the previous meeting in January there had been further group makeup changes. Group leaders met on 17 February 2026 and had endorsed amendments to the makeup of the Council's committees and panels.

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

### **DECISION**

**That Full Council:**

- 1. Note the changes in political proportionality of the Council and the consequent allocation of seats on committees.**
- 2. Delegate the appointment of the Reform UK seat on Licensing Committee to the Monitoring Officer, in consultation with the Group Leader of the Reform UK group. This appointment was to take place as soon as possible.**
- 3. Appoint Members to its Committees and Panels, in accordance with political balance:**

### **Environment Overview and Scrutiny Committee**

**Democratic Independent Group lose one seat, gained by the South Kesteven Independent Group. However, the South Kesteven Independent Group have gifted it back to the Democratic Independent Group.**

### **Employment Committee**

Conservative group lose one seat, gained by Reform UK group (Councillor David Bellamy). The SK Independent Group will gift their seat to the Conservative Group.

### **Licensing Committee**

South Kesteven Independent Group lose one seat (currently a gift to the Conservative Group) and Reform UK group gain.

### **Housing Overview and Scrutiny Committee**

Councillor Kyle Abel to replace Councillor Ben Green as the Reform UK group representative.

### **Rural & Communities Overview and Scrutiny Committee**

Councillor Kyle Abel to replace Councillor David Bellamy as the Reform UK group representative.

### **113. Budget Proposals for 2026/27 and indicative Budgets for 2027/28 and 2028/29 – Housing Revenue Account**

Members considered the draft budget proposals and estimates for 2026/2027 for the Housing Revenue Account (HRA).

The Leader of the Council proposed the report, and highlighted the following points:

- The HRA was mainly comprised of rent collected from tenants and the sale of council houses through the 'right to buy' scheme. The HRA was ringfenced; it could not be cross subsidised from the General Fund, and tenants' money from the HRA could not be spent on General Fund purchases.
- At Finance & Economic Overview and Scrutiny Committee (OSC) on 24 February 2026 the long-term outlook of the HRA was discussed. Meeting government standards on housing and working through repair backlogs required significant funding.
- The recommendations within the report had been robustly scrutinised by the Joint Budget OSC and Cabinet.

The report was seconded.

Comments raised during debate included the level of increase of council-owned housing rent (4.8% rise), the improving performance of the Housing team at SKDC, and the use of reserves to fund housing work.

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

## DECISION

### That Council:

1. Approve the HRA budget for 2026/2027 and indicative proposals for 2027/2028 and 2028/2029 (Appendix A of the report).
  2. Approve an increase of 4.8% for 2026/27 for the social housing dwellings.
  3. Approve the proposed increase of 2% for garage rents and 3.8% increase for service charges.
  4. Approve the HRA Capital Programme and financing statement 2026/27 to 2028/29 (Appendix B of the report).
  5. Approve the HRA Capital Programme budget carry forward of £10.416m from 2025/26 (Appendix B).
  6. Approve the movements in HRA Reserves (Appendix C of the report).
- 114. Budget Proposals for 2026/27 and Indicative Budgets for 2027/28 and 2028/29 – General Fund**

Members considered the final budget proposals and estimates for 2026/2027 for the General Fund.

It was proposed, seconded and **AGREED** that Standing Order 11.5 would be suspended for the Leader of the Council in order that he could speak for longer than five minutes when introducing the report.

In proposing the report, the Leader of the Council gave a presentation and linked the Corporate Plan priorities to the Budget Proposals:

1. Connecting Communities
  - Communities were connected in several ways. There had been several flag raisings at SK House, Grantham over the course of the year, including Merchant Navy Day, Pride, Armed Forces Day, Emergency Services Day, Lincolnshire Day, anniversary of the invasion of Ukraine, and Tamil celebrations.
  - Art was another way of bringing the community together. An art project known as the 'Whale' had visited all four towns.
  - It was almost 300 years since the birth of Sir Isaac Newton. The council aimed to deliver a community festival. For this, £20,000 was ringfenced within the Events Budget; however, this money may become available via the year's financial underspend.

- Major budget increases were planned for an Events Officer post, Community Grants (£100,000), Safer Streets patrols (£41,494) and Safer Streets CCTV cover.
2. Sustainable South Kesteven
- This priority included areas such as Parks, Trees, Culture and Waste.
  - Leisure Centres in Bourne, Grantham and Stamford were facing cost pressures. However, gratitude was expressed to the Board of Leisure SK Limited for their work in this area.
  - The Environmental Crime Partnership had been shortlisted for an award at the Local Government Chronicle Awards.
  - Solar panels were in place on roofs at Grantham Meres Leisure Centre and the new depot at Turnpike Close. There were other energy saving measures in place, which helped to future proof these buildings.
  - Major budget increases were planned for tree planting for SKDC open spaces (£62,000), tree maintenance for SKDC open spaces (£66,150). Vehicle replacement (£1,046,000), wheelie bin replacement (£155,000). EV charging points (£55,000) and mobile CCTV cameras (£10,000).
3. Enabling Economic Opportunity
- Investment in South Kesteven was happening. It was also a great place to visit to see some wonderful stately homes.
  - Markets in Grantham and Stamford were thriving; there were plans to assist Bourne with their market.
  - Major budget increases were planned for an Events Officer post, the events budget (£100,000, to include Newton 300 preparations), town centre vitality and viability (£20,000), Citizens Advice South Lincolnshire (£33,000), car park improvements (£120,000), Wharf Road car park refurbishment (£650,000) and additional apprenticeships (£100,000).
4. Housing
- The 21-home development at Swinegate, Grantham was award winning and a great place to live.
  - External funding would be secured to assist with the development of South Kesteven's Local Plan.
  - Major budget increases were planned for body worn cameras (£10,000), Spitalgate garden village (£30,000), disabled facility grants (£975,000) and new posts; Private Sector Housing Officer/Rough Sleeper Support Officer/Housing Options Officer.
5. Effective Council
- Staff and teams had been shortlisted for several awards this year. South Kesteven won the Best Service Team for Waste, Recycling and Street Scene at the Association for Public Service Excellence conference and awards event, and Joshua Mann won the 'Rising Star' award at the Association of Democratic Services Officers (ADSO) Conference 2025.
  - Major budget increases were planned for an Enforcement Officer post, Income Recovery Officer post, funding for compliance works in corporate buildings

(£100,000), surface water drainage clearance (£60,000), stock condition surveys (£40,000), River Witham footbridge (£55,000), Grantham Canal (£200,000), grounds maintenance equipment (£130,000) and Council Chamber audio equipment (£88,000).

There was a proposed Council Tax increase of £5.66 per year on a Band D property. The public were consulted about this change, and 61% supported the rise in Council Tax.

The recommendations were seconded.

An amendment to the recommendations was proposed:

*Council resolves:*

1. *That the Council Tax increase for South Kesteven District Council for the financial year 2026/27 be set at 1.99%.*
2. *That the resulting reduction in projected Council Tax income (Appendix A line 15), £96,000, be met from the following 2026/27 budget adjustments:*
  - a. *Reduction of £6,000 from conference attendance budget for 2026/27 (Appendix A line 1).*
  - b. *A one-off virement of £45,000 from the General Fund Leisure Reserve (Appendix C line 14).*
  - c. *A one-off virement of £45,000 from the Local Priorities Reserve (Appendix C line 5).*

The proposer took the view that more of the Council's financial reserves could be used, if it was in a responsible way.

£45,000 from the Leisure Reserve was roughly 5% of the reserve set aside for any future development of the Deepings Leisure Centre.

The amendment was seconded.

The following points were highlighted during debate on the amendment:

- Using high levels of financial reserves was not a responsible approach to finances.
- Whilst the amendment was relevant to this year's budget, it did not address what would happen in future years.
- The General Fund Leisure Reserve and the Local Priorities Reserve (LPR) were discretionary and used at the will of the Council, therefore they were not ringfenced.
- 'Core spending power' guidelines for local authorities put forward by government assumed that the Council would request the maximum Council Tax increase possible.

- It would be concerning to see a cut in the LPR as there were several projects in Grantham that had used this reserve.
- It was important to be mindful of the cost of living, whilst having regard for people's incomes, rather than inflation. State pensions would rise by 4.8%, and the minimum wage would rise by over 4%. The 2.99% proposed rise in Council Tax was below these levels of increase.
- Roughly two-thirds of respondents to the public consultation on Council Tax were in support of a 2.99% Council Tax rise.
- There were arguments in favour of reducing Council Tax this year, but more arguments to put it up, including:
  - The government have advised that the 3-year funding settlement would be enough for the needs of the Council, but specifically on the basis of raising Council Tax by the maximum allowable.
  - Reduction of conference budget – this mainly affected the Leader of the Council who would always attend a number of conferences and training events as part of his role. The point of conferences was to increase knowledge and meet peers.
  - Deepings Leisure Centre reserve –talks were still ongoing about the future of this site.

A recorded vote was requested on the amendment to the General Fund Budget – the results of the recorded vote were as follows:

For: Councillors Kyle Abel, David Bellamy, Pam Bosworth, Helen Crawford, Ben Green, Graham Jeal, Gloria Johnson, Jane Kingman, Gareth Knight, Zoe Lane, Robert Leadenham, Richard Litchfield, Nikki Manterfield, Paul Martin, Susan Sandall, Peter Stephens, Ian Stokes, Sarah Trotter, Sue Woolley (19)

Against: Councillors Emma Baker, Rhys Baker, Ashley Baxter, Harrish Bisnauthsing, Pam Byrd, Richard Cleaver, Steven Cunnington, Phil Dilks, Barry Dobson, Tim Harrison, Anna Kelly, Philip Knowles, Bridget Ley, Penny Milnes, Virginia Moran, Charmaine Morgan, Chris Noon, Habib Rahman, Rhea Rayside, Max Sawyer, Ian Selby, Vanessa Smith, Lee Steptoe, Paul Stokes, Elvis Stooke, Murray Turner, Jane Wood, Paul Wood (28)

Abstentions: None.

Therefore, the amendment to the motion was **LOST**, and debate returned to the substantive proposal:

- The purchases of vehicles had been the topic of debate at several committees and members were urged to revisit committee minutes of these meetings if they wanted more information.
- Fly tipping was an issue for many residents, who reported this through their ward councillors. The extra funding within the budget for this issue was worthwhile.
- Discretionary reserves included funding for (but not limited to) arts centres and leisure centres. £100,000 had been included in the budget for events; however, due to their 'discretionary' nature this funding could be used elsewhere.
- Funding was being granted to the Citizens Advice Bureau, which helped the poorest and most vulnerable in society.
- If members removed all discretionary funding, residents would notice and it would not be received positively.

A recorded vote was required on the General Fund Budget – the results of the recorded vote were as follows:

For: Councillors Emma Baker, Rhys Baker, Ashley Baxter, Harrish Bisnauthsing, Pam Byrd, Richard Cleaver, Steven Cunningham, Phil Dilks, Barry Dobson, Tim Harrison, Anna Kelly, Philip Knowles, Bridget Ley, Penny Milnes, Virginia Moran, Charmaine Morgan, Chris Noon, Habib Rahman, Rhea Rayside, Max Sawyer, Ian Selby, Vanessa Smith, Lee Steptoe, Paul Stokes, Elvis Stooke, Murray Turner, Jane Wood, Paul Wood (28)

Against: Councillors Kyle Abel, David Bellamy, Pam Bosworth, Helen Crawford, Ben Green, Graham Jeal, Gloria Johnson, Jane Kingman, Gareth Knight, Zoe Lane, Robert Leadenham, Richard Litchfield, Nikki Manterfield, Paul Martin, Susan Sandall, Peter Stephens, Ian Stokes, Sarah Trotter, Sue Woolley (19)

Abstentions: None.

Therefore, as the recommendations had been proposed and seconded, following the vote it was **AGREED**:

**DECISION:**

**That Full Council:**

1. **Set a General Fund budget requirement of £22.875m for 2026/27 inclusive of Special Expenses (Section 4 and Appendix A of the report).**

2. **Set a Council Tax level of £195.03 including Special Expenses for 2026/27 (Band D property).**
3. **Note indicative Budget estimates for 2027/28 and 2028/29 (Appendix A of the report).**
4. **Approve the General Fund Capital programme and financing statement 2026/27 to 2028/29 (Section 5 and Appendix B of the report).**
5. **Approve the General Fund Capital Programme budget carry forward of £1.389m from 2025/26 (Appendix B of the report).**
6. **Approve the movements in General Fund Reserves (Section 7 and Appendix C of the report).**
7. **Approve the Treasury Management Strategy Statement (Section 9 and Appendix F of the report).**
8. **Approve the Capital Strategy (Section 9 and Appendix G of the report).**
9. **Note the calculations and set the Council Tax for the year 2026/27 made in accordance with requirement set out in the Local Government Finance Act 1992 (Appendix H of the report).**

**Note:** The meeting adjourned at 3:52pm and reconvened at 4:12pm.

#### **115. Houses of Multiple Occupation Licence Fees 2026-2027**

**Note:** Councillors Vanessa Smith, Jane Wood and Paul Wood did not return to the Council Chamber following the adjournment.

Members considered the Houses of Multiple Occupation (HMO) licensing fee structure for the 2026/2027 financial year, to take effect from 1 April 2026. Two cost-recovery models were presented for consideration, reflecting current and enhanced enforcement approaches.

The following points were highlighted during debate:

- This report had come back to Full Council following additional research undertaken by officers on the levels of fees associated with HMOs.
- There were two options proposed (options 1 and 2). Option 2 was a copy of Option 1, with the addition of compulsory inspections for HMOs. Option 2 would also require an additional member of staff, with £55,000 needed for this post. This was not the exact salary for this post, as it included national insurance and pension contributions. The post could not be funded by HMO fees alone; the intention would be to recruit a full-time member of staff. Using the General Fund, this member of staff would assist the Private Sector

Housing team with their new responsibilities, which had arisen due to the new Renters' Rights Act.

- Fees for HMOs had to be set for cost recovery only.
- 'Unlicensed HMOs' could be a loaded phrase and could give the impression of wrongdoing; HMOs with less than five occupants were not required to be licensed.
- You must have a **mandatory HMO licence** if:
  - The property is **occupied by 5 or more people**
  - The tenants form **2 or more separate households**
  - The tenants **share facilities** such as a kitchen, bathroom, or toilet
- Increasing HMO fees to discourage the creation of new HMOs was not permitted.

Option 1 within the report was proposed and seconded:

*Current Cost Recovery Model - the HMO licensing fees as set out in the Fees and Charges report considered by Council on 29 January 2026 reflecting the full cost recovery model based on current levels of service delivery and enforcement.*

On being put to the vote, this option was not agreed and therefore **FELL**.

Option 2 within the report was proposed and seconded – the following points were highlighted whilst debating this proposal:

- It was concerning that in wider society there were people that want to look down on the residents of HMOs. There was a wide cross-section of society living in HMOs.
- Grantham had an increasing number of HMOs.
- This option was not an attack on tenants, nor about demonising HMOs, it was concerning the council not running an underfunded service. Enforcement was necessary to enable yearly welfare checks on residents within HMOs, who should always feel safe and supported.
- Residents living in these HMOs could be vulnerable. It was important to remember the role that HMOs played in the provision of housing for single people. HMOs provided vital housing – last summer the district witnessed people living in tents. Nobody should have to live in a tent.

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

## **DECISION**

### **That Full Council**

- 1. Approves the 'Enhanced Enforcement Cost Recovery Model' option for setting the Houses of Multiple Occupation ('HMO') Licensing Fees for the period 2026-2027, to take effect from 1 April 2026:**

- a. **The revised HMO licensing fees set out at para.2.10 of this Report, reflecting cost recovery associated with an enhanced HMO enforcement and compliance function.**
  - b. **The allocation of funding from the Local Priorities Reserve to support the recruitment of an additional HMO Officer at an estimated annual cost of £55,440, and delegate authority to the Section 151 Officer to implement the necessary budget and reserve adjustments.**
- 2. Delegates authority to the Section 151 Officer, in consultation with the Director of Housing and the Monitoring Officer, to implement the approved fee structure.**

**116. Notices of Motion**

**117. Councillor Graham Jeal**

Councillor Graham Jeal proposed the following motion:

*Council notes:*

*That Councillor Ray Wootten served the residents of Grantham St Wulfram's Ward and South Kesteven with great distinction for many years, representing his community in a cross-party manner with dedication, compassion, and good humour.*

*That during his time in public service, Cllr Ray Wootten played a significant role in supporting local causes, mentoring colleagues, improving community facilities, serving as Mayor of Grantham, Chairman of South Kesteven District Council, Lincolnshire County Councillor, and promoting civic pride across the district.*

*That Wyndham Park holds a special place in the life of Grantham as a much-loved public space which continues to attract visitors from near and far. Wyndham Park is shared between the wards of Grantham St Vincent's and Grantham St Wulfram's and would therefore be an appropriate place for South Kesteven District Council to recognise the contribution made by Cllr Wootten to the people of Grantham.*

*Council further notes:*

*That there is currently no formal public recognition of Cllr Wootten's long service and contribution to the life of our community following his passing in 2023.*

*Council therefore resolves:*

1. *That a public consultation be launched to seek views on renaming the Wyndham Park Visitor Centre as the "Ray Wootten Visitor Centre", in recognition of his many years of service to the people of Grantham and South Kesteven.*

3. *That the consultation be publicised through the Council's website, social media channels, and local media outlets, ensuring that residents, park users, and the Friends of Wyndham Park volunteer group have the opportunity to share their views.*
4. *That following the consultation, a report be presented by the Cabinet Member for Culture and Leisure to the Culture and Leisure Overview and Scrutiny Committee outlining the findings and recommendations for consideration.*

In proposing the motion, Councillor Jeal informed all present that he had been touched by comments from members of the public, who recalled the ways Councillor Ray Wootten had supported the public. Recognising a public servant was important.

The motion included public consultation on a potential renaming of the Park. The Friends of Wyndham Park group could have a role in any consultation process.

There would be some modest costs attached to any renaming of the Park.

The motion was seconded.

The following points were highlighted whilst debating this motion:

- The timing wasn't right, however if the motion were agreed it was right to hold a public consultation.
- Wyndham Park was a special place for the residents of Grantham. Most of the park was within Grantham St. Vincents' ward, with a portion being within Grantham St. Wulframs' ward.
- Wyndham Park was already named after Lt. Wyndham, killed in action in World War One. The Park and Visitor Centre were a lasting memorial to the young man. His mother donated a significant sum of money for the Park. It was opened in 1924 as the Grantham's war memorial, with many members of the Wyndham family attending the centenary of the Park's opening in 2024.
- Geoplace provided guidance on street naming; it recommended a person be deceased for 20 years before their name be given to a street. There was similar guidance for blue plaques. SKDC's street naming policy recommended a gap of 25 years between death and renaming.
- Wyndham Park was in receipt of grant funding; therefore, the Heritage Lottery Fund would need to be consulted. Other consultees may include community members.
- Councillor Ray Wootten dedicated over 20 years to serving residents in South Kesteven.
- Wyndham Park was a protected site of remembrance; renaming it in Councillor Ray Wootten's honour would not be suitable due to its historic significance in relation to World War One.
- There would be other opportunities within Grantham St. Wulfram's ward, or elsewhere within the Park to recognise Councillor Wootten's service.
- The spirit of the motion was to open this up to public consultation, giving residents the opportunity to have their say.

Having been proposed and seconded, following a vote the motion was **LOST**.

**118. Councillor Ben Green**

**Note:** Councillors Barry Dobson and Bridget Ley left the Council Chamber and did not return.

Councillor Ben Green proposed the following motion:

***Recognition of the 300th Anniversary of the Death of Sir Isaac Newton (1727 – 2027)***

*This Council notes that:*

- *2027 will mark the 300th anniversary of the death of Sir Isaac Newton, one of the most significant figures in the history of science, whose life and work are deeply connected to South Kesteven and the surrounding area.*
- *Sir Isaac Newton was born in Woolsthorpe-by-Colsterworth and educated at The King's School, Grantham, and his legacy forms an important part of the District's historical, cultural, and educational heritage.*
- *The tercentenary represents a significant opportunity to celebrate South Kesteven's contribution to world history, to engage local communities, schools, and visitors, and to promote learning, heritage, and place-based pride.*

*This Council therefore resolves to:*

1. *Commit in principle to recognising the 300th anniversary of Sir Isaac Newton's death in 2027, including on or around the anniversary date of 31 March 2027.*
2. *Request that officers fully mobilise and work collaboratively with relevant partners and stakeholders to explore appropriate commemorative activity, including but not limited to:*
  - *Colsterworth and District Parish Council*
  - *The National Trust, including at Woolsthorpe Manor and other relevant sites*
  - *St. Wulfram's Church, Grantham*
  - *The King's School, Grantham*
  - *Local schools, heritage organisations, academic institutions, and community groups*
  - *local councillors*
3. *Encourage a coordinated, district-wide approach that is proportionate, inclusive, and reflective of South Kesteven's historical connection to Sir Isaac Newton, with a focus on education, heritage, and community engagement.*

4. *Request that a brief update be brought to the appropriate committee or Council in due course outlining potential options for recognition and partnership working.*

In proposing the motion, Councillor Green raised the following points related to Sir Isaac Newton:

- Woolsthorpe Manor was a place of pilgrimage. Physicists and mathematicians made the journey here.
- 99 years ago in 1927 leading scientific lights of the day were attracted here. A wreath was laid outside Newton's statue on St. Peter's Hill.
- Newton was also an alchemist and theologian.
- There were few finer ways to spend the day than to visit the Newton related attractions within the district.

The motion was seconded.

The following points were highlighted during debate:

- Preparations for 'Newton 300' were underway; this issue had been discussed at meetings of Culture and Leisure OSC, as well as being addressed by the Leader in his speech introducing the Budget for the upcoming year.
- There was graffiti in North Witham Church that was said to have been created by Sir Isaac Newton himself.

An amendment to the motion was proposed and seconded – everything after 'This Council notes...' was to be removed, so the motion would read:

*This Council notes and welcomes that preparatory work is already underway in relation to Newton 2027 and refers the matter to the appropriate Portfolio Holder and Committee for structured scoping and partnership engagement.*

The proposer and seconder of the original motion accepted this amendment; therefore, it became the substantive motion.

Having previously been moved and seconded, on being put to the vote the motion was **AGREED**.

#### **119. Councillor Kyle Abel**

**Note:** Councillors Emma Baker, Pam Byrd and Robert Leadenham left the Council Chamber and did not return.

Councillor Kyle Abel moved the following motion:

*South Kesteven District Council Defends Local Democracy and the Right to Vote*

*Council notes that:*

- 1. Local democracy is founded on the regular, lawful, and timely election of councillors by the communities they serve;*
- 2. The right of citizens to choose their representatives through free and fair elections is a cornerstone of British democracy;*
- 3. The cancellation or postponement of scheduled future local elections whenever they may be scheduled, undermines public trust in democratic institutions, weakens local accountability;*
- 4. It has been suggested that local elections may be cancelled or postponed in up to 60 local authority areas.*

*Council believes that:*

- 4. Whilst South Kesteven are not part of those councils presently considering cancellation scheduled elections, the general principle of cancelling local elections for reasons of political convenience rather than genuine necessity represents a serious democratic failure;*
- 5. Elections should never be suspended or avoided simply because legacy political parties fear electoral defeat or voter dissatisfaction;*
- 6. The current unpopularity of both Labour and Conservative parties reflects years of policy failure, mismanagement, and a perceived managed decline in national governance. Fourteen years of Conservative government have coincided with rising taxes, strained public services, weakened border control, and declining living standards;*
- 7. Since the last General Election, the Labour Party has demonstrated poor governance, broken promises, rising taxes on working people and an increasing disconnect from the priorities of the British people;*
- 8. Voters must not be denied their democratic voice simply because the electorate wishes to hold political parties to account for years of failure.*

*Council resolves to:*

- 10. Publicly reaffirm its commitment to the principle that local elections should not be cancelled or delayed except in the most extreme and unavoidable circumstances;*
- 11. Request that this Council will not support, request, or acquiesce in the cancellation or postponement of its own scheduled local elections at some date in the future;*
- 12. Call on all political parties to respect the electorate and allow voters to pass judgment at the ballot box rather than avoiding democratic accountability;*
- 13. Request the Leader to write to the Secretary of State for Housing, Communities and Local Government (MHCLG) to express this Council's opposition to the cancellation of local elections and to request the protection of local democratic rights;*
- 14. Request the Chief Executive to circulate this resolution to the Local Government Association and neighbouring authorities for information.*

In moving the motion, Councillor Abel highlighted the following points:

- The motion was designed to assure that all residents that under no circumstances would SKDC cancel future elections.
- SKDC did not have any district council elections in 2026; however, residents in Aveland ward wanted reassurance that elections in 2027 would not be cancelled.
- Elections should not be cancelled because political parties fear electoral defeat. Previously cancelled elections in 2026 were a denial of a democratic right to vote.

The motion was seconded.

An amendment was proposed to remove bullet points 7, 8 and 9. This amendment was seconded, and subsequently supported by the original proposer and seconder of the motion; therefore, it became the substantive motion.

A further amendment was proposed and seconded to remove bullet points 4 and 5, as local elections across England were no longer being cancelled. Debate ensued on this amendment:

- Once a local election was called the Council's Returning Officer had to administer it. If elections were postponed by government, then the Returning Officer had to adhere to this instruction. If a Structural Change Order was placed before Parliament, it was not a decision of this council as to whether to hold an election or not.
- The previous postponement of elections in 2026 was a decision of government, following a request from various councils. The government were overseeing a legislative change to reverse the postponement of local elections.
- The spirit of the motion was asking members whether they believed local district elections would still go ahead in 2027, and to not postpone elections where this could be avoided.

**Note:** As the meeting had reached three hours in duration, members voted to extend the meeting until 5:33pm.

Following a vote, it was **AGREED** that the motion be amended to remove bullet points 4 and 5. This motion became the substantive.

The substantive motion, having previously been proposed and seconded was put to the vote. Following the vote, the motion was **LOST**.

## **120. Members' Open Questions**

There were no Open Questions from Members due to time constraints.

**121. Close of meeting**

The meeting closed at 5:32pm.

## Chairman's Engagements

21<sup>st</sup> February to 21<sup>st</sup> May 2026

Event Date	SKDC Ref	Organisation and Event	Location
Tuesday 24th February 2026	SKDC	Ukraine Flag Raising Ceremony	SK House, St Peters Hill, Grantham
Sunday 8th March	IS0026	ABF Curry Lunch	PWoG Barracks, Grantham
Sunday 8th March	SKDC09-2026	Covid-19 Day of Reflection Ceremony	Wyndham Park, Grantham
Monday 9th March 2026	SKDC	Commonwealth Day Flag Raising Ceremony	SK House, St Peters Hill, Grantham
Friday 13th March 2026	SKDC	Chairman's Civic Dinner	Arena Uk, Allington Lane Grantham
Saturday 14th March 2026	IS0024	Garden of Hope Launch Event	Belton House, Grantham
Monday 16th March 2026	IS0027	Stamford Mid Lent Fair Opening (Showman's Guild)	Stamford Town Hall, Stamford
Sunday 22nd March 2026	IS0028	Grantham Mid Lent Fair Opening (Showman's Guild)	Grantham Town Council, Parlour, Guildhall Arts Centre, Grantham
Friday 27th March 2026	IS0023	Mayor of Market Deeping Civic Dinner	Black Horse, Baston
Wednesday 1st April 2026	SKDC10-2026	Harrowby Lane Play Area Official Opening	Harrowby Lane Playing Fields, Harrowby Lane, Grantham NG31 9QX
Thursday 2nd April 2026	SKDC	Chairman's Charity Show	Guildhall Arts Centre, Grantham
Sunday 19th April 2026	IS0032	Mayor of Sleaford's Civic Service	Sleaford, Lincolnshire
Sunday 26th April 2026	IS0031	St Georges Day Parade & Church Service - Grantham Town Council	St Wulfram's Church, Church St, Grantham
Wednesday 29th April 2026	IS0033	Launch of the 5th Deepings Literary Festival	Deepings Community Library, Market Deeping
Saturday 2 <sup>nd</sup> May 2026		Opening of Rod Pooley Music Shop	George Shopping Centre, Grantham
Tuesday 5th May 2026	SKDC11-2026	Grantham Meres Leisure Centre Net Zero POD Launch	Grantham Meres Leisure Centre, Grantham
Thursday 14th May 2026	IS0034	Mayor of Stamford's Civic Dinner	Stamford College, Stamford
Thursday 21st May 2026		Opening of the Depot	Turnpike Close, Grantham

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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 21 May 2026

Report of Karen Bradford, Chief Executive

## **Programme of Meetings of Full Council, Cabinet and Committees for 2026/2027**

### **Report Author**

James Welbourn, Democratic Services Manager

✉ [james.welbourn@southkesteven.gov.uk](mailto:james.welbourn@southkesteven.gov.uk)

### **Purpose of Report**

To approve a programme of ordinary meetings of Full Council, Cabinet, Overview and Committees and other Committees of the Council for the 2026/2027 municipal year.

### **Recommendations**

**That Full Council approves the programme of meetings of Full Council, Cabinet and Committees for 2026/2027, attached as Appendix A to this report.**

### **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 arising from this report.

*Completed by: David Scott – Assistant Director of Finance and Deputy s151 Officer*

### ***Legal and Governance***

1.2 In respect of ordinary meetings of the Council, the Constitution stipulates that meetings will take place in accordance with a programme decided at Full Council's annual meeting. Additional or extraordinary meetings can be called throughout the year in accordance with the procedure rules set out in the Council's Constitution.

*Completed by: James Welbourn, Democratic Services Manager*

## **2. Background to the Report**

2.1 A copy of the draft programme of meetings is attached as Appendix A to this report.

2.2 Any changes made to the draft programme following the circulation of this report will be highlighted at the meeting to enable Members to note and mark their diaries accordingly.

2.3 In considering the dates for 2026/2027, the Council has consulted with the online committee calendar at Lincolnshire County Council (LCC) to ensure, as far as possible, that meeting clashes between the two authorities are minimal, as some 'dual hatted' (LCC and SKDC members) may be affected. Consideration has also been given to avoid potential clashes with national party-political conferences and other significant local government events scheduled throughout the municipal year.

## **3. Key Considerations**

3.1 Where there is a necessity to hold a meeting on the same day as LCC, every effort has been made to schedule it in the afternoon (if the LCC meeting is in the morning), and vice versa.

3.2 Unless indicated on the plan as (PM), meaning 2pm, all meetings are scheduled for 10am. The exceptions to this are those meetings that have a different set time. These are:

Full Council (2pm)  
Planning Committee (1pm)  
Cabinet (4pm)<sup>1</sup>

3.3 Subject to approval, the final programme of meetings will be made public on the Council's website. Provisional dates have been available through the online calendar since March 2026 –

<https://moderngov.southkesteven.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>.

3.4 Since the circulation of the draft dates to all Councillors on 25 February 2026, there have been further amendments to the below meetings, reflected in Appendix A:

- Employment Committee moved from Mondays to Tuesdays and Thursdays.
- Licensing Committee moved to a Monday in March 2027.
- Governance and Audit Committee moved from 16 June to 25 June.

## **4. Other Options Considered**

4.1 Under the Local Government Act 1972, Full Council must hold an annual meeting. The Council's committees should meet with sufficient frequency to determine business in a timely manner and within any statutory timeframes.

4.2 Full Council could amend the calendar of meetings proposed and suggest alternative dates for specific meetings to be held.

4.3 The preferred option is to approve the programme as set out in Appendix A.

## **5. Reasons for the Recommendations**

5.1 The Council's committees will be meeting with sufficient frequency to determine business in a timely manner and within statutory timeframes.

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<sup>1</sup> It is planned to move Cabinet back to its original start time of 2pm from June 2026 onwards.

## **6. Consultation**

6.1 In formulating the draft dates for 2026/2027 several versions of the calendar were produced. The following groups of officers/councillors were consulted on the dates below:

- Corporate Management Team (CMT) meeting 21 January 2026
- Circulated with amends (requested by CMT) by email to CMT 23 January 2026
- Sent to Leader and Deputy Leader for comment on 28 January 2026
- Sent to political Group Leaders for comment on 12 February 2026
- Sent to all Councillors on 25 February 2026.

## **7. Appendices**

7.1 Appendix A: Draft programme of meetings 2026/2027.

**DRAFT South Kesteven District Council - Schedule of meetings 2026-27 v10**

**KEY**

	May	June	July	August	September	October	November	December	January	February	March	April	May
Monday		1		3			2			1	1		3
Tuesday		2		4	1		3	1		2	2		4
Wednesday		Cabinet		Licensing	Licensing		Cabinet	Cabinet			Rural		5
Thursday		3	1	5	2		4	2		3	3		6
Friday		4	2	6	3	1	5	3		4	4	1	7
Monday	1	5	3	7	4	2	6	4	1	5	5	2	7
Tuesday	4	8	6	10	7	5	9	7	4	8	8	5	10
Wednesday	5	9	7	11	8	6	10	8	5	9	9	6	11
Thursday	6	10	8	12	9	7	11	9	6	10	10	7	12
Friday	7	11	9	13	10	8	12	10	7	11	11	8	13
Monday	8	12	10	14	11	9	13	11	8	12	12	9	14
Tuesday	11	15	13	17	14	12	16	14	11	15	15	12	17
Wednesday	12	16	14	18	15	13	17	15	12	16	16	13	18
Thursday	13	17	15	19	16	14	18	16	13	17	17	14	19
Friday	14	18	16	20	17	15	19	17	14	18	18	15	20
Monday	15	19	17	21	18	16	20	18	15	19	19	16	21
Tuesday	18	22	20	24	21	19	23	21	18	22	22	19	24
Wednesday	19	23	21	25	22	20	24	22	19	23	23	20	25
Thursday	20	24	22	26	23	21	25	23	20	24	24	21	26
Friday	21	25	23	27	24	22	26	24	21	25	25	22	27
Monday	22	26	24	28	25	23	27	25	22	26	26	23	28
Tuesday	25	29	27	31	28	26	30	28	25	29	29	26	31
Wednesday	26	30	28		29	27		29	26		30	27	
Thursday	27		29		30	28		30	27		31	28	
Friday	28		30		Licensing*	29		31	28			29	
Monday	29		31			30			29			30	

Cabinet
Council
Culture & Leisure OSC
Employment Cmte
Environment OSC
Finance, Economic OSC
Governance & Audit Cmte
Housing OSC
Licensing Cmte
Planning Cmte
Rural and Communities OSC
Standards Committee
Bank Holiday
Lincolnshire School Holidays
Purdah

**Key Conference Dates**

UKREIF Conference 19-21 May

Housing Conference 23-25 June

LGA Conference 7-9 July 2026

CIPFA Conference 15-16 July 2026

CIH Conference

Labour Conference 27-30 September 2026

Conservative Conference 4-7 October 2026

SOLACE SUMMIT 21-22 October 2026

DCN Conference 2027 dates unavailable

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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 21 May 2026

Report of Karen Bradford, Chief Executive

## **Appointments to Committees and Panels of the Council and appointment of Chairmen and Vice-Chairmen**

### **Report Author**

James Welbourn, Democratic Services Manager

 james.welbourn@southkesteven.gov.uk

### **Purpose of Report**

This report sets out the requirements placed on Full Council for the appointment of Members to its Committees and Panels, and the appointment of their Chairmen and Vice-Chairmen.

All Political Group Leaders are responsible for nominating Members from within their respective Groups to each of the Committees/Panels, in accordance with the political proportionality of the Authority as appropriate. Full Council will appoint the Chairmen and Vice-Chairmen of Committees.

### **Recommendations**

**Full Council is asked to:**

- 1. Note the political proportionality of the Council and the consequent allocation of seats on committees (Appendix A).**
- 2. Suspend the rules relating to proportionality in relation to the Licensing Committee.**
- 3. Appoint Members to its Committees and Panels.**
- 4. Appoint Chairmen and Vice-Chairmen of Committees.**

## 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 Provision for the Special Responsibility Allowances payable in respect of appointments within this report is made within the Members' Allowances budget which was approved by Council on 26 February 2026.

*Completed by: David Scott – Assistant Director of Finance and Deputy S151 Officer*

### ***Legal and Governance***

- 1.2 Appointments to the Council's Committees and Panels must comply with the relevant legislation, as set out in this report, and provisions within the Council's Constitution.

*Completed by: James Welbourn, Democratic Services Manager*

## 2. Background to the Report

- 2.1 Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 introduced statutory requirements that, where a relevant authority has a membership divided into different political groups, it must ensure that appointments reflect the political balance of the Council as a whole.
- 2.2 At the annual meeting of Full Council, Members must decide the allocation of seats to political groups, in accordance with the Regulations.

- 2.3 Those appointments to which the rules of political balance apply are:
- Ordinary Committees or Sub-Committees of the Council.
  - Advisory Committees and any Sub-Committees appointed by an Advisory Committee.
  - Specified prescribed bodies where at least three seats have to be filled by the relevant Authority
- 2.4 The legislation also requires that in appointing members on a politically proportional basis, it should give effect, so far as reasonably practicable, to the following principles:
- a) That not all seats are appointed to the same political groups.
  - b) That a political group with an overall Council majority gets a majority of seats allocated.
  - c) Subject to a) and b) that the total number of seats each political group has on all ordinary Committees is in proportion to that group's share of seats on the whole Council.
  - d) Subject to a) and c) that each political group has the same proportion of seats as it holds on the Council as a whole.
- 2.5 On 30 April 2026 Councillor Charmaine Morgan resigned from the Democratic Independent Group on the Council and wished to be recognised as an 'Independent, non-aligned councillor'.
- 2.6 On 12 May 2026 Councillor Rhys Baker joined the Democratic Independent Group, having previously been a non-aligned councillor.
- 2.7 Therefore, there are now three members of the Council who are not aligned to any political group.

### **3. Key Considerations**

- 3.1 When making appointments, the following factors must be taken into consideration:
- In order to demonstrate a robust and effective scrutiny process, no member of Cabinet may sit on an Overview and Scrutiny Committee.
  - Membership of the Chief Executive's Appeal Panel must include at least one member of Cabinet.
  - Members of the Chief Executive's Appeal Panel should not be Members of the Employment Committee. This is to ensure that any appeal lodged is considered by Members who have not previously been involved with any matters being challenged.

- 3.2 Political groups can 'gift' any of their allocated seats to another political group, or to a designated individual Member of the Council.
- 3.3 Under a political balance calculation across all seats on ordinary committees, groups are allocated a proportion of committee seats which closely matches their percentage of seats on Full Council. Non-aligned members may be allocated 'spare' seats at the discretion of Full Council or may be gifted seats by the groups.
- 3.4 Licensing Committee has previously been subjected to political balance in the same way as the other committees of the Council. It is recommended on this occasion that the rules relating to political balance be suspended for the Licensing Committee to enable increased representation for some political groupings.

#### **4. Appointment of Chairmen and Vice-Chairmen**

- 4.1 The Council's Constitution prescribes that Full Council will appoint Chairmen and Vice-Chairmen of Committees according to their suitability and merit in the opinion of the Leader of the Council.

#### **5. Special Responsibility Allowances**

- 5.1 Special Responsibility Allowances will apply to specific roles, such as Chairmen and Vice-Chairmen of Committees, in accordance with the Members' Allowances Scheme.

#### **6. Other Options Considered**

- 6.1 One of the roles of the Council at its annual meeting is to determine which committees to establish for the municipal year, together with their size and terms of reference. Full Council could therefore opt to make changes to its committee structure at this meeting.

#### **7. Reasons for the Recommendations**

- 7.1 Full Council must make appointments as prescribed by legislation and the Council's Constitution. The report facilitates this requirement.

#### **8. Consultation**

- 8.1 The latest political balance calculation for the Council has been shared with Political Group Leaders in advance of the publication of this report.

## **9. Background Papers**

9.1 The Local Government and Housing Act 1989:  
<https://www.legislation.gov.uk/ukpga/1989/42/contents>

9.2 Local Government (Committees and Political Groups) Regulations 1990:  
<http://www.legislation.gov.uk/uksi/1990/1553/contents/made>

## **10. Appendices**

10.1 Appendix A – political balance.

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## SKDC Political Balance

### Political balance on the Council

Group		No.	%
A	Conservative	17	32.0755%
B	Democratic Independent	9	16.9811%
C	Grantham Independent	7	13.2075%
D	Independent	5	9.4340%
E	Reform UK	5	9.4340%
F	SK Independent	3	5.6604%
G	Lib Dem	3	5.6604%
H	Green	2	3.7736%
I	Labour	2	3.7736%

GROUP	Proportion	% of C/I	Seats (Rounded to whole)
Conservative	27.9057	0.3208	28
Dem In	14.7736	0.1698	15
GI	11.4906	0.1321	11
Ind	8.2075	0.0943	8
Reform	8.2075	0.0943	8
SK Ind	4.9245	0.0566	5
Lib Dem	4.9245	0.0566	5
Green	3.2830	0.0377	3
Lab	3.2830	0.0377	3
	87.00		86

Council of	53	100%
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WITHOUT LICENSING	Councillors	Con	DIG	GIG	TIG	REF	SKI	L-D	Grn	Lab
	53	17	9	7	5	5	3	3	2	2
Target proportion of seats	100%	32.08%	16.98%	13.21%	9.43%	9.43%	5.66%	5.66%	3.77%	3.77%
% of seats indicated		32%	17%	13%	9%	9%	6%	6%	3%	3%

	Places	Con	Dem Ind	GI	Ind	Reform	SK Ind	L-D	Green	Lab	Unaligned
Culture	9	3	2	1	1	1	0	1	0	0	
FEOSC	9	3	1	1	1	1	0	1	0	1	
Housing	9	3	2	1	1	1	0	0	0	1	
Rural	9	3	1	1	1	1	0	1	0	1	
Environment	9	3	1	1	0	1	1	0	1	0	1
Planning	13	4	2	2	1	1	1	1	1	0	
G and A	9	3	2	1	1	0	1	0	1	0	
Employment	9	2	2	1	1	1	1	1	0	0	
Standards	11	4	2	2	1	1	1	0	0	0	
<b>Total</b>	<b>87.00</b>	<b>28</b>	<b>15</b>	<b>11</b>	<b>8</b>	<b>8</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>1</b>

changes to current

Licensing	11	5	3	2	0	0	0	1	0	0
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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 21 May 2026

Report of Karen Bradford, Chief Executive

## **Appointment of Representatives to Outside Bodies**

### **Report Author**

James Welbourn, Democratic Services Manager

✉ [james.welbourn@southkesteven.gov.uk](mailto:james.welbourn@southkesteven.gov.uk)

### **Purpose of Report**

To provide the Council with the opportunity to make appointments or change representation on Outside Bodies.

### **Recommendations**

#### **That Full Council:**

- 1. Appoints Councillor Ashley Baxter, as Leader of the Council, to East Midlands Councils and the Local Government Association for one year.**
- 2. Appoints four representatives to the Welland and Deeping Internal Drainage Board outside body until May 2027.**
- 3. Appoints three representatives to the Upper Witham Internal Drainage Board outside body until May 2027.**
- 4. Appoints a representative to the Black Sluice Internal Drainage Board outside body until May 2027.**
- 5. Withdraws the two appointees to the Joseph Clark's (Grantham) Apprenticing Foundation.**
- 6. Notes those appointments previously made at Table 2 which will continue unless any further changes are made.**

### 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 Travelling expenses are payable to Councillors who attend meetings of outside bodies to which they have been appointed by the Council. Budget provision is in place for the payment of travel expenses

*Completed by: David Scott – Assistant Director of Finance and Deputy s151 officer*

### ***Legal and Governance***

- 1.2 There are no legal or governance arrangements arising from this report not already highlighted below.

*Completed by: James Welbourn, Democratic Services Manager*

## 2. Background to the Report

- 2.1 The Council makes appointments to a range of outside bodies. Most appointments run for four years, coinciding with district council elections. Other appointments have different durations, or their terms do not mirror the Council's four-year term of office. The appointments to the below bodies to which the Council nominates representatives have expired:

- Black Sluice Internal Drainage Board
- Upper Witham Internal Drainage Board
- Welland and Deepings Internal Drainage Board
- East Midlands Council
- Local Government Association

- 2.2 Both East Midlands Council and the Local Government Association (General Assembly) are ordinarily within the remit of the Leader of the Council.
- 2.3 SKDC have previously appointed representatives to the three drainage boards for a three-year term. However, with Local Government Reorganisation (LGR) due to commence in 2027 along with planned elections, the recommendation is to appoint for one year until more is known about the outcome of LGR.
- 2.4 A list of the nominations that the Council is asked to make is included in Table 1 (below), including the end date of the appointment:

**Table 1 –Appointments Required**

<b>Organisation</b>	<b>No. of reps</b>	<b>Term of Office</b>	<b>Period of Office</b>	<b>Current Rep</b>
Black Sluice Internal Drainage Board	1	1 year	May 2026-May 2027 ( <i>remainder of term</i> )	Cllr Zoe Lane
East Midlands Councils	1 (plus reserve)	1 year <i>(By the Leader, or in the Leader's absence The Deputy Leader of the Council)</i>	May 2026-May 2027	The Leader of the Council
Local Government Association	1 (plus reserve)	1 year <i>(By the Leader, or in the Leader's absence The Deputy Leader of the Council)</i>	May 2026-May 2027	The Leader of the Council
Upper Witham Internal Drainage Board	3	1 year	May 2026 – May 2027 ( <i>remainder of term</i> )	Cllr Rhys Baker Cllr Patsy Ellis Cllr Ian Stokes
Welland and Deepings Internal Drainage Board	4	1 year	May 2026–May 2027( <i>remainder of term</i> )	Cllr Ashley Baxter Cllr Pam Byrd Cllr Barry Dobson Cllr Vanessa Smith

Appointments made for longer terms (at the May 2023 meeting of Full Council, and subsequently in year) are contained in **Table 2** below:

<b>Organisation</b>	<b>No. of reps</b>	<b>Term of Office</b>	<b>End Date</b>	<b>Current Rep</b>
Dame Margaret Thorold Educational Foundation  <i>(The representative should come from the north of the district, which is the area in which the charity operates)</i>	1	4 years	May 2027	Cllr Ian Stokes
Elsa Park Community Trust	1	4 years	May 2027	Cllr Paul Fellows
Grantham Almshouse Charity	1	4 years	May 2027	Cllr Matt Bailey
Grantham Canal Partnership	1	4 years	May 2027	Cllr Robert Leadenham
Grantham Transport Strategy	1	4 years	May 2027	Cllr Tim Harrison
Greater Lincolnshire Local Enterprise Partnership	4	4 years	May 2027	Cllr Ashley Baxter
Heritage Lincolnshire	1	4 years	May 2027	Cllr Mark Whittington
Lincolnshire County Council Flood and Drainage Management Committee*	4	4 years	May 2027	Cllr Helen Crawford
Lincolnshire Health Scrutiny Committee*	1 (plus 1 reserve)	4 years	May 2027	Cllr Charmaine Morgan Cllr Nikki Manterfield (reserve)
Lincolnshire Police and Crime Panel	1 (to reflect political balance)	4 years	May 2027	Cllr Sarah Trotter
Lincolnshire Waste Partnership	1	4 years	May 2027	Cllr Rhys Baker

PATROL Joint Adjudication Committee	1	4 years	May 2027	Cllr Robert Leadenham
Rural Services Network	1	4 years	May 2027	Cllr Murray Turner
Citizens Advice South Lincolnshire	3	4 years	May 2027	Cllr Charmaine Morgan Cllr Rhea Rayside Cllr Lee Steptoe

\* Political balance only applies to County Council membership, not District Council membership. District Council representative cannot be a member of Cabinet.

- 2.5 Since the previous Council AGM in May 2025, the Lincolnshire County Council Flood and Drainage Management Committee has been abolished, and therefore no longer requires a representative from SKDC.
- 2.6 The functions of the Greater Lincolnshire Local Enterprise Partnership have been transferred to the Greater Lincolnshire Combined County Authority; therefore, there is no need to nominate a representative.
- 2.7 Officers are still investigating the status of the Joseph Clark's Apprenticing Foundation; therefore, it is recommended that both appointees to this body be removed.
- 2.8 The Lincolnshire Police and Crime Panel is required to reflect the political make-up of the local authorities within the police force area.

### **3. Other Options Considered**

- 3.1 The Council could make appointments to the bodies as set out in the recommendations or decline to make appointments unless there was a legal requirement to do so.
- 3.2 The preferred option is to make appointments as set out in the recommendations.

### **4. Reasons for the Recommendations**

- 4.1 By making the appointments, the Council will be able to ensure that South Kesteven District Council is represented on those bodies.

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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**


Thursday, 21 May 2026

Report of Councillor Tim Harrison,  
Chairman of Governance and Audit  
Committee

## **Governance and Audit Committee Annual Report 2025/2026 and Work Plan 2026/2027**

### **Report Author**

Tracey Elliott, Governance and Risk Officer

 tracey.elliott@southkesteven.gov.uk

### **Purpose of Report**

To present the Annual Report of the Governance and Audit Committee for 2025/2026 to Council including the indicative work plan and timetable for 2026/2027.

### **Recommendations**

**Full Council is recommended to:**

- 1. Note the Annual Report of Governance and Audit Committee for 2025/2026**
- 2. Approve the indicative work plan for 2026/2027**

### **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***

1.1 There are no specific finance or procurement implications arising from this report.

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

### ***Legal and Governance***

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

*Completed by: James Welbourn, Democratic Services Manager*

## **2. Background to the Report**

2.1 Audit Committees are an important source of assurance in respect of an organisation's arrangements for managing risk, maintaining an effective internal control environment, and reporting on financial and other performance.

2.2 The Chartered Institute of Public Finance and Accountancy (CIPFA) recommend that Audit Committees produce an Annual Report to promote the role and purpose of the Committee, account for the Committee's performance, evaluate whether the Committee is continuing to meet its terms of reference and document how the Committee adds value. The Governance and Audit Committee's Annual Report fulfilling these requirements is set out at Appendix A.

2.3 The purpose of this report is to advise Council of key outcomes arising from the work of the Governance and Audit Committee for 2025/26 and to approve the indicative work plan and timetable for 2026/27 as set out within Appendix 2 of Appendix A.

2.4 The Committee's work is key to delivering good governance throughout the authority. It provides independent assurance and challenge on the effectiveness of the Council's overall arrangements for corporate governance and internal control, including risk management. It is good practice to publicise the work of the Committee to ensure a greater understanding of governance and audit issues. It is also important for the Committee to demonstrate the impact of its work to Members, partners, stakeholders and the wider community.

### **3. Key Considerations**

- 3.1 Based on the evidence presented to the Governance and Audit Committee throughout the year the committee can confirm that there were no areas of significant duplication or omission in the systems of governance in the authority that had come to the Committee's attention during 2025/26 that were not being adequately resolved.
- 3.2 Through Members receiving this report, the role and purpose of the Committee has been promoted, and the report demonstrates that the Committee has continued to perform, has met its terms of reference, and has added value.
- 3.3 Council is asked to approve the Governance and Audit Committee Annual Report for 2025/2026 and approve the indicative work plan for 2026/2027.

### **4. Reasons for the Recommendations**

- 4.1 To ensure Council is informed of the work activities of the Governance and Audit Committee.

### **5. Appendices**

- 5.1 Appendix A – Governance and Audit Committee Annual Report 2025/26 (including Appendix 1: Governance and Audit Committee Summary of Work Plan 2025/26 and Appendix 2: Governance and Audit Committee Indicative Work Plan 2026/27)

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## Appendix A

### Governance and Audit Committee Annual Report 2025/26

#### 1. Introduction from the Chairman of Governance and Audit Committee

I present the Annual Report of the Governance and Audit Committee for 2025/26.

Over the past year the Committee has continued to oversee the Council's governance, risk, and control arrangements, providing both assurance and challenge where required.

We have considered a wide range of reports throughout the year, covering internal and external audit, financial management, risk and governance matters. A full summary of that work is set out in this report.

In February 2026, the Committee approved the Statement of Accounts and the Annual Governance Statement for 2024/25, alongside the External Audit Year End Report from KPMG. The Council received an unqualified audit opinion, met the statutory deadline for publication of its accounts, and secured a positive value for money conclusion.

Internal Audit has completed its second year with BDO, delivering the full audit plan for the year. The Committee has continued to monitor progress closely and ensure that actions arising from audit work are being addressed.

The role of the Committee is not only to receive assurance, but to scrutinise and challenge where necessary. That work will continue into 2026/27. I would encourage all Members to attend a meeting of the Committee to see that work in practice.

Finally, I would like to thank Members and Officers for their contribution to the work of the Committee over the past year, it has been a pleasure to work with you.

**Councillor Tim Harrison**  
Chairman of Governance and Audit Committee

## **2. Terms of Reference**

The Terms of Reference, which the Committee operated to during 2025/26, is detailed at Article 10 of the Constitution.

## **3. Member and Officer Attendance**

The Governance and Audit Committee met seven times during the 2025/26 municipal year.

Officers from the Council also attend Governance and Audit Committee as appropriate to present reports. Also in regular attendance are the Deputy Chief Executive and Section 151 Officer, Assistant Director of Finance, Governance and Risk Officer, Monitoring Officer Internal Audit and External Audit.

## **4. Training and Effectiveness**

During 2025/26 Governance and Audit Committee received appropriate and proportionate training including annual refresher training, local government finance training and treasury management training.

Further training, and ongoing development, will continue throughout 2026/27 with a session programmed for June 2026.

## **5. Sources of Assurance during 2025/26**

In fulfilling its Terms of Reference, the business conducted by the Governance and Audit Committee during 2025/26 is detailed under the following themes:

- Internal Audit
- External Audit
- Finance
- Risk Management
- Governance/Regulatory

A summary of all reports considered, and action taken, is captured within Appendix 1.

The Committee gained assurance in 2025/26 from these themes as follows:

### **Internal Audit**

Governance and Audit Committee approved the internal audit plan for 2025/26 and received progress reports from the Council's internal auditors, BDO, throughout the year.

BDO will be providing their opinion on the overall adequacy and effectiveness of the Council's risk management, governance, and internal control arrangements, for the 12 months ended 31 March 2026, at the June 2026 meeting of Governance

and Audit Committee.

Eleven assurance and two follow up reviews were undertaken during 2025/26. The eleven assurance reviews were given the following assurance:

Audit Plan	Design Opinion	Effectiveness Opinion
Accounts Payable	Moderate	Substantial
Building Control	Substantial	Moderate
Climate Plan	Substantial	Moderate
IT Strategy	Substantial	Moderate
Main Financial Systems	Moderate	Substantial
Market Services	Substantial	Moderate
Payroll	Substantial	Moderate
Performance Management	Substantial	Moderate
Stock Control	tbc	tbc
Treasury Management	Moderate	Substantial
Voids Management	Moderate	Moderate

Action plans have been put in place to address internal audit actions, particularly in those areas where management concerns have also been raised, and further work is required to strengthen the control framework. Governance and Audit Committee is well established with its terms of reference complying fully with CIPFA guidance.

### External Audit

The main responsibility of the External Auditor is to report on the Council's accounts and whether the Council has made proper arrangements for securing economy, efficiency, and effectiveness in its use of resources. In KPMG's Annual Report for 2024/25, they concluded that they did not identify any significant weaknesses in arrangements to ensure the Council manages risk to its financial sustainability.

Committee accepted the External Audit Plan and Strategy for 2025/26 and the Value for Money Conclusion.

### Finance

In respect of the 2024/25 Statement of Accounts and Annual Governance Statement the Committee scrutinised the accounts and delegated authority to the Chief Finance Officer to make any final wording changes and accounting

adjustments following the conclusion of any outstanding audit queries.

In respect of the 2024/25 Statement of Account and Annual Governance Statement, the Committee delegated approval of the audited Statement of Accounts and the Letter of Representation to the Chairman of Governance and Audit Committee, on behalf of the Governance and Audit Committee, in consultation with the Chief Finance Officer.

Committee also received reports on the following:

- Treasury Management: Committee approved the annual report, quarterly activity reports, and recommended to Council the 2026/27 Strategy
- Accounting Policies: Committee approved the policies and noted the proposed dates for the publication of the draft and final audited accounts

### **Risk Management**

The Committee received three updates on the Council's risk management arrangements via review of the Strategic Risk Register and the Emerging Risk Radar.

The Council's Strategic Risk Register was reviewed to ensure it reflected the current external and internal operating environment. This was achieved with the assistance of the RSM Risk Management Partner who facilitated several workshops with Corporate Management Team to ensure the strategic risks were current and to identify any new/emerging risks that the local government sector is facing.

The Committee also received the Risk Management Annual Report 2024/25.

### **Governance/Regulatory**

The Annual Governance Statement and review of effectiveness for the 2024/25 financial year, concluded that the effectiveness of the system of internal control was fit for purpose overall.

The Committee received reports on the following:

- Annual Governance Statement 2024/25
- Contract Procedure Rules
- Co-opted Member for Governance and Audit Committee
- Corporate Plan 2024-27: Key Performance Indicators
- Counter Fraud Annual Report 2024/25
- Fraud Prevention and Whistleblowing Annual Report 2024/25
- Health & Safety Annual Report 2024/25
- LeisureSK Limited – Board of Directors
- Local Government and Social Care Ombudsman – Annual Review Letter 2024/25
- Safeguarding Report 2024/25
- Additional Security for Councillor IT Devices

## **6. Conclusion**

The Governance and Audit Committee has been able to confirm that there were no areas of significant duplication or omission in the systems of governance in the authority that had come to the Committee's attention during 2025/26 that were not being adequately resolved.

Through Members receiving this report, the role and purpose of the Committee has been promoted, and it has demonstrated that the Committee has continued to perform, meet its Terms of Reference, and added value. This work will continue in 2026/27 with the Committee's refreshed work programme which is shown at Appendix 2.

## Appendix 1

### Governance and Audit Committee Summary of Work Plan 2025/26

Meeting date and reports	Governance and Audit Committee action	Internal Audit	External Audit	Finance	Risk Management	Governance/Regulatory
18 June 2025						
External Audit Plan and Strategy for the year ending 31 March 2025	– Noted the plan and strategy		✓			
Internal Audit Progress Report	– Noted the progress made against the plan	✓				
Internal Audit Annual Report 2023/24	– Noted the annual report	✓				
Corporate Plan 2024-27: Key Performance Indicators Q4	– Noted the monitoring and review of the KPI suite					✓
Progress Update on Fair Tax Declaration	– Noted the progress update			✓		
Appointment of a Non-Executive Director for LeisureSK Ltd	– Approved the appointment of the non-executive director and chairman					✓
Additional Security for Councillor IT devices	– Noted the additional security					✓
23 July 2025						
Internal Audit Progress Report	– Noted the progress made against the plan	✓				
Contract Procedure Rules Update	– Recommended the Contract Procedure Rules to Full Council for approval					✓
General Fund Provisional Outturn	<ul style="list-style-type: none"> <li>– Approved the provisional General Fund Revenue and Capital Outturn position</li> <li>– Approved the reserve movements in respect of the General Fund</li> <li>– Delegated authority to the Deputy Chief Executive and s151 Officer in consultation</li> </ul>			✓		

Meeting date and reports	Governance and Audit Committee action	Internal Audit	External Audit	Finance	Risk Management	Governance/Regulatory
	<p>with the Cabinet Member for Finance, HR &amp; Economic Development to finalise the reserve movements</p> <ul style="list-style-type: none"> <li>– Agreed to the creation of a Leisure Investment Reserve</li> </ul>					
Housing Revenue Account (HRA) outturn	<ul style="list-style-type: none"> <li>– Approved the provisional HRA Revenue and Capital Outturn position</li> <li>– Approved the revenue reserve movements in respect of the Housing Revenue Account</li> <li>– Delegated authority to the Deputy Chief Executive and s151 Officer, in consultation with the Cabinet Member for Finance, HR &amp; Economic Development, to finalise the reserve movements</li> </ul>			✓		
Draft Annual Governance Statement 2024/25	<ul style="list-style-type: none"> <li>– Noted the draft AGS</li> </ul>					✓
Treasury Management Annual Report 2024/25	<ul style="list-style-type: none"> <li>– Approved the annual report</li> </ul>			✓		
Treasury Management Report Quarter 1 2025/26	<ul style="list-style-type: none"> <li>– Noted the Q1 report</li> </ul>			✓		
Fraud Prevention and Whistleblowing Annual Report 2024/25	<ul style="list-style-type: none"> <li>– Noted the annual report</li> </ul>					✓
24 September 2025						
Internal Audit Progress Report	<ul style="list-style-type: none"> <li>– Noted the progress made against the plan</li> </ul>	✓				
Internal Audit Follow Up Report	<ul style="list-style-type: none"> <li>– Noted the update on the implementation of internal audit actions</li> </ul>	✓				

Meeting date and reports	Governance and Audit Committee action	Internal Audit	External Audit	Finance	Risk Management	Governance/Regulatory
Risk Management Annual Report 2024/25	– Approved the annual report				✓	
Strategic Risk Register	– Approved the updated Strategic Risk Register				✓	
Health & Safety Annual Report 2023/24	– Noted the annual report					✓
Local Government and Social Care Ombudsman – Annual Review Letter 2023/24	– Noted the contents of the annual review					✓
13 November 2025						
External Audit Annual Governance Report	– Noted the contents of the annual governance report		✓			
Internal Audit Progress Report	– Noted the progress made against the plan	✓				
Co-opted Member	– Agreed the extension of the term of the co-opted member					
Treasury Management Activity Quarter 2 2024-25	– Noted the content of the treasury management activity			✓		
Corporate Plan 2024-27: Key Performance Indicators	– Noted the performance against the KPIs					✓
Counter Fraud Annual Report 2024/25	– Approved the annual report					✓
Safeguarding Annual Report 2023/24	– Noted the annual report					✓
21 January 2026						
Internal Audit Progress Report	– Noted the progress made against the plan	✓				
Indicative Internal Audit Plan 2025/26	– Noted the indicative internal audit plan	✓				
Treasury Management Strategy Statement 2025/26	– Approved and recommended to Council					✓

Meeting date and reports	Governance and Audit Committee action	Internal Audit	External Audit	Finance	Risk Management	Governance/Regulatory
	that the strategy be approved					
Financial Regulations	– Recommended to Full Council the amendments to the Council’s Constitution					✓
Strategic Risk Register	– Approved the revised Strategic Risk Register				✓	
18 February 2026						
ISA 260 Report	– Noted the contents of the report outlining the key findings arising from the statutory audit of the Council		✓			
External Audit Annual Report 2024/25	– Noted the annual report					
Statement of Accounts and Annual Governance Statement 2024/25	<ul style="list-style-type: none"> <li>– Noted the outcome of the audit work undertaken to date by the external auditors</li> <li>– Delegated authority to the Chief Finance Officer to make any final wording changes and accounting adjustments following the conclusion of any outstanding audit queries</li> <li>– Delegated approval of the audited Statement of Accounts and the Letter of Representation to the Chairman of Governance and Audit Committee, on behalf of the Governance and Audit Committee, in consultation with the Chief Finance Officer</li> </ul>			✓		
18 March 2026						
Internal Audit Progress Report	– Noted the progress made	✓				

Meeting date and reports	Governance and Audit Committee action	Internal Audit	External Audit	Finance	Risk Management	Governance/Regulatory
	against the plan					
Internal Audit Follow Up Report	– Noted the progress of implementation of audit actions	✓				
Draft Internal Audit Plan 2025/26	– Approved the internal audit plan	✓				
Accounting Policies and Publication Date of the Statement of Accounts 2025/26	– Approved the Statement of Accounting Policies to be used in the production of the 2025/26 Financial Statements – Noted the dates for the publication of the draft and final audited Financial Statements			✓		
2025-26 Action Plan for Draft Statement of Accounts	– Noted the action plan			✓		
Treasury Management Activity Quarter 3 2024-25	– Noted the content of activity			✓		
Housing Benefit Subsidy Audit 2023-24	– Noted the content of the subsidy audit			✓		

## Appendix 2

### Governance and Audit Committee Indicative Work Plan 2026/27

	Jun	Jul	Sep	Nov	Jan	Mar
<b>External Audit</b>						
External Audit Plan	✓					
Annual Governance Report				✓		
Annual Report on Grants and Returns						✓
<b>Internal Audit</b>						
Internal Audit Annual Report 2025/26	✓					
Internal Audit Progress Report	✓		✓	✓	✓	✓
Internal Audit Follow Up Report			✓			✓
Indicative Internal Audit Plan 2027/28					✓	✓
<b>Finance</b>						
Draft Financial Outturn 2025/26		✓				
Statement of Accounts 2025/26				✓		
Statement of Accounting Policies						✓
Treasury Management Annual Report 2025/26		✓				
Treasury Management Activity Updates		✓		✓		✓
Treasury Management Strategy					✓	
<b>Governance</b>						
Annual Governance Statement 2025/26	✓			✓		
Corporate Plan 2024-27: KPIs Report	✓			✓		
Review of Effectiveness and Terms of Reference*						
Code of Corporate Governance*						
<b>Risk Management</b>						
Strategic Risk Register		✓		✓		✓
Risk Management Annual Report 2025/26		✓				
Risk Management Framework*						

	Jun	Jul	Sep	Nov	Jan	Mar
<b>Regulatory</b>						
Whistleblowing Annual Report 2025/26	✓					
Whistleblowing Policy 2026-28	✓					
Health and Safety Annual Report 2025/26			✓			
Ombudsman Annual Report 2025/26			✓			
Counter Fraud, Bribery, and Corruption Annual Report 2025/26				✓		
Counter Fraud, Bribery, and Corruption Strategy 2026-28				✓		
Anti-Money Laundering Policy 2026-28				✓		
Safeguarding Report 2025/26				✓		
Codes of Conduct*						
Contract Procedure Rules*						
Amendments to the Constitution*						
Housing Benefit Subsidy Report*						

\* As required



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## Council

Thursday, 21 May 2026

Report of the Leader of the Council

## Reports Taken Under Special Urgency in 2025/2026

### Report Author

James Welbourn, Democratic Services Manager

✉ [james.welbourn@southkesteven.gov.uk](mailto:james.welbourn@southkesteven.gov.uk)

### Purpose of Report

This report sets out those decisions that have been made in the 2025/2026 municipal year under urgency provisions set out within the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and the Council's Constitution.

### Recommendations

**That Full Council note the contents of this report.**

### 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 arising from this report.

*Completed by: David Scott, Assistant Director of Finance (Deputy s151 officer)*

### ***Legal and Governance***

1.2 Reports taken under special urgency provisions need to be reported at least once a year to Council under section 19.3 of the Access to Information Rules in Part 4 of the Constitution.

*Completed by: James Welbourn, Democratic Services Manager*

## 2. Background to the Report

2.1 Paragraphs 17 and 18 of the Access to Information Rules, contained within Part 4 (2) of the Council's Constitution set out the procedure for making Key Decisions where it has not been possible to give 28 days' advanced notice by publishing the intention to make the decision on the Cabinet's Forward Plan.

2.2 There have been three different types of urgency provision used over the course of 2025/2026:

- General Exception - whereby 28 calendar days' notice of a decision could not be given, but the item was able to be published on the final Cabinet agenda.
- Special Urgency - where neither 28 calendar days' notice could not be given, nor could 5 working days' notice.
- Urgent Private Meeting - where the decision was on the Forward Plan and a Cabinet agenda, but an exempt element of the report was not advertised with 28 days' notice.

2.3 There have also been occasions where call-in has not applied to Cabinet, Cabinet member or officer decisions due to the urgency of the decision.

2.4 Over the course of 2025/2026, urgency provisions have been used on four occasions:

- 24 November 2025 – Local Government Reorganisation (LGR)  
*To approve an LGR proposal for submission to government by 28 November 2025.*
- 2 February 2026 – Purchase of Property in Stamford  
*To proceed with the purchase of the property.*
- 10 March 2026 – MHCLG Statutory Consultation on Proposals for Local Government Reorganisation in Greater Lincolnshire: Response by South Kesteven District Council  
*To consider South Kesteven DC's response to the MHCLG Statutory Consultation on proposals for Local Government Reorganisation in Greater Lincolnshire.*
- 30 April 2026 - Lease at Unit 2 - The Picture House, St Catherine's Road, Grantham  
*To consider granting a new lease at Unit 2, The Picture House, St. Catherine's Road, Grantham.*

2.5 All urgency notices and any exemption from call-in notices for Cabinet are contained on the web library at the following address:

<https://moderngov.southkesteven.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13929>

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