



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

# Governance and Audit Committee

Thursday, 25 June 2026

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

## Start time of Full Council meetings

### Report Author

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### Purpose of Report

The Governance and Audit Committee is requested to consider the results of a survey to all Members of the Council in respect of start times of Full Council.

### Recommendations

**Governance and Audit Committee is asked to:**

- 1. Consider the results of the survey to all Members of the Council on the start time for meetings of Full Council.**
- 2. Consider whether or not to make a formal recommendation to the Council's Chief Executive regarding any proposed changes to the start time.**

### 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Does the report contain any exempt or confidential information not for publication?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 significant financial implications associated with this report. n.

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

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

1.2 Paragraph 6.1 of Part 4(1) of the Council's Constitution (Council Procedure Rules) states that the time and place of meetings will be determined by the Chief Executive and notified in the summons. The Chief Executive is the Council's Head of Paid Service and has responsibility for the authority's management structure and deployment of Officers.

*Completed by: James Welbourn, Democratic Services Manager*

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

2.1 Following a request from the Conservative Group to change the start time of meetings of full Council from 2pm to 1pm in the afternoon, all members were contacted by email on Friday 27 February 2026.

## **3. Key Considerations**

3.1 The Council's Constitution states that the time and place of meetings will be determined by the Chief Executive. The Chief Executive is the Council's Head of Paid Service and has responsibility for the authority's management structure which includes the deployment of officers.

3.2 Meetings of Full Council have commenced at 2pm at South Kesteven District Council since late 2023 and had previously commenced at 1pm.

3.3 A survey was sent to all Members of the Council and was open for two weeks to seek their views on whether the start time for Full Council should move from 2pm to 1pm. 29 Members out of the Council's 56 completed the survey, equating to a 51.8% response rate.

3.4 Of those who took part in the survey, 48% of respondents (14 members) suggested a change in the start time to 1pm for meetings of Full Council. 38% (11 members) thought that the existing start time should not change, whereas 14% (4 members) were not sure or did not know.

3.5 A full overview of the results in the survey is attached at Appendix 1 to this report.

#### **4. Other Options Considered**

4.1 To make a recommendation to the Chief Executive regarding a change in the start times of meetings of Full Council from 2pm to 1pm.

4.2 To recommend maintaining the existing arrangement.

4.3 To recommend an alternative course of action.

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

5.1 To fulfil the summary at paragraph 10 of the consultation; to report the results of the consultation to Governance and Audit Committee for discussion.

#### **6. Appendices**

6.1 Appendix 1 – Full Council start time consultation results.