



Guildhall Gainsborough
Lincolnshire DN21 2NA

Tel: 01427 676676 Fax: 01427 675170

This meeting will be webcast and published on the Council's website

SUPPLEMENT AGENDA

Prayers will be conducted prior to the start of the meeting.
Members are welcome to attend.

Notice is hereby given that a meeting of the Council will be held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA, , on **Monday, 26th January, 2026 at 7.00 pm**, and your attendance at such meeting is hereby requested to transact the following business.

To: Members of West Lindsey District Council

- c. Recommendation from Governance and Audit Committee - Proposed Amendment to Council Procedure Rules - Recorded Vote Threshold

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Paul Burkinshaw
Head of Paid Service
The Guildhall
Gainsborough

Friday, 23 January 2026

Agenda Item 9c



Full Council

26 January 2026

**Subject: Recommendation from the Governance and Audit Committee-
Proposed Amendment to Council Procedure Rules - Recorded
Vote Threshold**

Report by:

Monitoring Officer

Contact Officer:

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(Monitoring Officer),
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Purpose / Summary:

To consider an amendment to Council
Procedure Rules to increase the threshold at
which Members may request a full recorded vote
on a Council decision following a benchmarking
exercise, on recommendation from the
Governance and Audit to Committee

RECOMMENDATION(S):

- 1) That Council accept the recommendation from the Governance and Audit Committee and agree that the threshold at which Councillors can request a full recorded vote against a Council decision be amended to eight members, and that Council Procedure Rule 14.4 be amended accordingly to reflect this decision.

IMPLICATIONS

Legal:

Under Section 9P of the Local Government Act 2000, councils are legally required to maintain an up-to-date constitution that includes Procedure Rules

Many rules within Council Procedure rules are a legal requirement under acts such as the Local Government Act 1972 and the Local Government Act 2000.

Financial :

None arising from this decision

Staffing :

None arising from this decision

Equality and Diversity including Human Rights :

None arising from this decision

Data Protection Implications :

None arising from this decision

Climate Related Risks and Opportunities:

None arising from this decision

Section 17 Crime and Disorder Considerations:

None arising from this decision

Health Implications:

None arising from this decision

Title and Location of any Background Papers used in the preparation of this report :

Constitutions of Lincolnshire Council's – located on their websites.

Report to Governance and Audit Committee on 20 January 2026.

Risk Assessment :

N/A

Call in and Urgency:**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes☐**No**☐**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

Yes☐**No**☐

1. Background and Introduction

- 1.1 Council procedure rules (often referred to as standing orders) are a core component of a local authority's constitution. They exist to provide a formal framework for how a council operates, ensuring that its business is conducted in a lawful, transparent, orderly and efficient manner.
- 1.2 Under Section 9P of the Local Government Act 2000, councils are legally required to maintain an up-to-date constitution that includes Procedure Rules
- 1.3 Many rules within Council Procedure rules are a legal requirement under acts such as the Local Government Act 1972 and the Local Government Act 2000. They ensure the council acts within its legal powers and follows mandatory procedures for meetings and financial management.
- 1.4 While incorporating mandatory rules, there is provision for councils to adapt non statutory parts to suit their specific needs and local circumstance.
- 1.5 One example of this being the threshold at which a full recorded vote will be taken against a Council decision.
- 1.6 West Lindsey District Council's Constitution currently states: -

Rule - *14.4 If any two Members present at the meeting demand it, the names for and against the motion or amendment or abstaining from voting will be taken down in writing and entered into the minutes. (this is also the threshold applied to Committee meetings)

- 1.7 Officers were asked to review the threshold for a recorded vote and as part of that undertook benchmarking of the thresholds applied by other Lincolnshire councils for requiring recorded votes on Council decisions.
- 1.8 This matter was considered by the Governance and Audit Committee at its meeting on 20 January 2026.

2. Benchmarking

- 2.1 The table below sets out, for each Council in Lincolnshire, their total number of councillors, and the number of councillors who must request a recorded vote (for a Council decision) as set out in their respective constitutions.

Council	Total No Of Page 5	No. of Cllrs or no. of those present
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		at a meeting required to request a recorded vote*
Lincolnshire County	70	14
South Holland	37	13
City of Lincoln	33	One third
Boston Borough	30	One third
East Lindsey	55	10
South Kesteven	56	10
North Kesteven	43	6
West Lindsey	36	2

* Correct as at 22 January 2026.

3 Arising Decision

- 3.1 The Governance and Audit Committee were asked to recommend to Council that the threshold at which Councillors can request a full recorded vote against a Council decision be considered and were also asked to determine the appropriate threshold to be recommended to Council.
- 3.2 Following their deliberations the Governance and Audit Committee have recommended that the threshold be set at 8 Members.
- 3.3 It is not proposed to change the threshold for recorded votes at Committee meetings which is 2 members.
- 3.4 Nor does this recommendation, if accepted, affect a Councillor's right to require that their individual vote be recorded against any decision made as set out in Rule 14.5.

Rule 14.5* Where any Member requests it immediately after a vote is taken, his/her vote will be so recorded in the minutes to show whether he/she voted for or against the motion or abstained from voting.

4 Recommendation

- 4.1 That Council accept the recommendation from the Governance and Audit Committee and agree that the threshold at which Councillors can request a full recorded vote against a Council decision be amended to eight members, and that Council Procedure Rule 14.4 be amended accordingly to reflect this decision.