

Guildhall Gainsborough  
Lincolnshire DN21 2NA  
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**AGENDA**

**This meeting will be webcast live and the video archive published on our website**

**Corporate Policy and Resources Committee  
Thursday, 16th April, 2026 at 6.30 pm  
Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA**

**Members:** Councillor Owen Bierley (Chairman)  
Councillor Paul Swift (Vice-Chairman)  
Councillor Matthew Boles  
Councillor Frazer Brown  
Councillor Ian Fleetwood  
Councillor Paul Key  
Councillor Jeanette McGhee  
Councillor Tom Smith  
Councillor Baptiste Velan  
Councillor Moira Westley  
Councillor Trevor Young

**1. Public Reports for Approval:**

- i) Committee Timetable 2026/27 for Approval (PAGES 2 - 7)

Paul Burkinshaw  
Head of Paid Service  
The Guildhall  
Gainsborough

Tuesday, 14 April 2026

# Agenda Item 6e



**Corporate Policy and  
Resources Committee**

**Thursday, 16 April 2026**

**Subject: Committee Timetable 2026/27 for Approval**

Report by:

Monitoring Officer

Contact Officer:

Ele Snow  
Senior Democratic and Civic Officer

Ele.Snow@west-lindsey.gov.uk

Purpose / Summary:

For Members to consider and approve the timetable for the 2026/27 civic year,

**RECOMMENDATION(S):**

1. That Members approve the timetable for the 2026/27 civic year

## IMPLICATIONS

**Legal:** The Local Government Act 1972 requires the Council to publish a schedule of its meetings for the forthcoming civic year. West Lindsey District Council's Constitution sets out how West Lindsey's Committee Timetable is set and how and when it can be amended.

### **Financial: FIN/18/27/CPR/SL**

With the exception of the Joint Staff Consultative Committee (JSCC), all meetings within this timetable are required by law to meet in person. As such, the number of meetings in a year has financial implications relating to matters such as travel and facilities expenses.

There are fewer meetings scheduled than in previous years, however there remains the option for the Head of Paid Service to call extraordinary meetings as required. Even with possible additional dates, it is not anticipated currently that the total number of meetings will exceed previous years.

Costs incurred will be met from within existing budget provision.

**Staffing:** There are no expected staffing implications arising from this report.

**Equality and Diversity including Human Rights:** There are no implications arising from the setting of the timetable. Equality and Diversity matters are considered with regards to how the Authority conducts its' Committee meetings.

**Data Protection Implications:** None arising from this report.

**Climate Related Risks and Opportunities:** With the exception of JSCC, all meetings within this timetable are required by law to meet in person, meaning Councillors and Officers are required to travel in order to attend.

**Section 17 Crime and Disorder Considerations:** None arising from this report

**Health Implications:** None arising from this report.

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

[Report to CP&R Committee 13 February 2025](#)

**Risk Assessment:**

**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 Introduction**

- 1.1 The Committee timetable must provide the ability to meet a number of statutory deadlines:
- 1.2 There have to be convenient Council meetings to:
  - set the Council Tax base before 31 January;
  - set the Council Tax by 10 March.
  - Hold Annual Council in May in an ordinary year (non-election) or within 21 days of Councillors taking up Office in an election year.
- 1.3 There has to be a convenient Governance and Audit Committee meeting to approve the Statement of Accounts with the current statutory deadline of 30 November.
- 1.4 There must be sufficient and regular meetings of the Planning Committee to ensure statutory determination deadlines can be achieved for those applications requiring Committee determination.
- 1.5 Cognisance is also given to:
  - budget and performance reporting periods
  - decisions required in relation to timely budget preparation
  - recognition that committees can and do make recommendations to Full Council, particularly in respect of budget matters, having appropriate days between such meetings, wherever feasible, to allow for the timely issue of reports.
- 1.7 In preparing the Committee Timetable consideration is also given to the timings of key conferences, where this information is available, including Local Council Network, Chartered Institute of Public Finance and Accountancy (CIPFA) and Local Government Association (LGA) meetings, at which both Senior Member and Officer attendance is required.

## **2 Proposed Timetable 2026/27**

- 2.1 The previous structure of two policy committees (Corporate Policy and Resources, and Prosperous Communities), has been amended to incorporate three policy committees. These being: Thriving Council, Thriving Place, and Thriving People, following approval of this change at the meeting of Full Council held on 13 April 2026.
- 2.2 In February 2025, the Corporate Policy and Resources Committee received the draft timetable for 2026/27, to be noted. Given the changes to the committee structure, the previously noted timetable has been rewritten to take into account the new structure and this can be found at appendix one to this report.

2.3 Key changes incorporated into the proposed timetable are:

- fewer meetings overall: this aligns with Member feedback;
- meetings more closely aligned with quarters and year end, particularly to enable timely oversight of performance against the Corporate Plan by the respective new policy committees each quarter;
- Full Council Budget Meeting has been moved from the beginning of March to the end of February, this is more in line with the approach taken by most local authorities;
- with the Standards Committee having been made a full committee, there is a commitment to ensure it meets at least twice a year, these dates have been included

2.4 Additional meetings of committees can be convened as necessary to deal with business in an effective and efficient manner.

2.5 In light of the implementation of the new committee structure, alongside the ongoing work regarding Local Government Organisation (LGR), it was deemed unnecessary at this time to present a draft timetable for 2027/28. This will remain under review, with a draft timetable to be prepared in due course, as needed.

### **3 Conclusion**

3.1 Members are asked to **APPROVE** the Committee Timetable for 2026/27 (attached at Appendix 1).

## WEST LINDSEY DISTRICT COUNCIL COMMITTEE TIMETABLE 2026

DAY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
MAY	FRI	SAT	SUN	MON BH	TUE	WED	THU	FRI	SAT	SUN	MON ACL	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON BH	TUE	WED PL	THU	FRI	SAT	SUN
JUN	MON	TUE	WED	THU L/R	FRI	SAT	SUN	MON	TUE G&A	WED	THU	FRI	SAT	SUN	MON	TUE	WED LS	THU LS	FRI	SAT	SUN	MON	TUE ST	WED PL	THU TC	FRI	SAT	SUN	MON CL	TUE O&S	
JUL	WED	THU JSCC	FRI	SAT	SUN	MON	TUE LGA	WED LGA	THU LGA	FRI	SAT	SUN	MON	TUE TPL	WED	THU TPE	FRI	SAT	SUN	MON	TUE G&A	WED PL	THU	FRI	SAT	SUN	MON	TUE	WED	THU TC	FRI
AUG	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED PL	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON BH
SEP	TUE	WED	THU	FRI	SAT	SUN	MON CL	TUE O&S	WED	THU	FRI	SAT	SUN	MON	TUE	WED PL	THU L/R	FRI	SAT	SUN	MON	TUE	WED	THU TC	FRI	SAT	SUN	MON	TUE G&A	WED	
OCT	THU	FRI	SAT	SUN	MON	TUE	WED	THU JSCC	FRI	SAT	SUN	MON	TUE	WED PL	THU	FRI	SAT	SUN	MON	TUE O&S	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
NOV	SUN	MON	TUE TPL	WED	THU TPE	FRI	SAT	SUN	MON CL	TUE	WED PL	THU TC	FRI	SAT	SUN	MON	TUE O&S	WED	THU	FRI	SAT	SUN	MON	TUE G&A	WED	THU	FRI	SAT	SUN	MON	
DEC	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED PL	THU TC	FRI	SAT	SUN	MON	TUE ST	WED	THU L/R	FRI	SAT	SUN	MON	TUE	WED	THU BH	FRI BH	SAT	SUN	MON	TUE	WED	THU

## 2027

DAY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JAN	FRI BH	SAT	SUN	MON	TUE	WED PL	THU	FRI	SAT	SUN	MON	TUE	WED	THU JSCC	FRI	SAT	SUN	MON CL	TUE G&A	WED	THU	FRI	SAT	SUN	MON	TUE TPL	WED	THU TPE	FRI	SAT	SUN
FEB	MON	TUE	WED PL	THU	FRI	SAT	SUN	MON	TUE	WED	THU TC	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON CL	TUE O&S	WED	THU	FRI	SAT	SUN			
MAR	MON	TUE	WED PL	THU	FRI	SAT	SUN	MON	TUE	WED	THU L/R	FRI	SAT	SUN	MON	TUE	WED	THU JSCC	FRI	SAT	SUN	MON	TUE	WED	THU	FRI BH	SAT	SUN	MON BH	TUE	WED PL
APR	THU	FRI	SAT	SUN	MON CL	TUE O&S	WED	THU	FRI	SAT	SUN	MON	TUE G&A	WED	THU TPE	FRI	SAT	SUN	MON	TUE TPL	WED	THU TC	FRI	SAT	SUN	MON	TUE	WED PL	THURS	FRI	
MAY	SAT	SUN	MON BH	TUE	WED	THU ELEC	FRI	SAT	SUN	MON	TUES	WED													AGM?						

**KEY**

ACL / CL: (Annual) Council	PL: Planning	ST: Standards	L/R: Licensing / Regulatory
TC: Thriving Council	G&A: Governance & Audit	JSCC: Joint Staff Consultative	
TPL / TPE: Thriving Places / People	O&S: Overview & Scrutiny	LGA: Conference	LS: Lincolnshire Show