	Governance and Audit Committee
	Tuesday, 25 November 2025

Subject: Internal Governance Arrangements

Report by:	Director of Change Management, ICT & Regulatory Services
Contact Officer:	Darren Mellors Performance & Programme Manager darren.mellors@west-lindsey.gov.uk
Purpose / Summary:	To update members of the internal governance approach aligned to the refreshed Corporate Plan.

RECOMMENDATION(S):

- To update Governance and Audit members on the internal governance arrangements for successful delivery of the Corporate Plan.

IMPLICATIONS

Legal: None

Financial: None

Staffing: None

Equality and Diversity including Human Rights: None

Data Protection Implications: None

Climate Related Risks and Opportunities: None

Section 17 Crime and Disorder Considerations: None

Health Implications: None

Title and Location of any Background Papers used in the preparation of this report: None

Risk Assessment: None

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**	

Introduction

1.1 Currently, West Lindsey District Council operates five Programme Boards; Commercial, Land, Property and Growth, Homes Health and Wellbeing, ICT and Levelling Up Fund

1.2 These Programme Boards report into a bi-monthly Portfolio Board. These boards oversee project delivery across their respective programmes. The current structure faces challenges, including limited alignment with the Corporate Plan, minimal stakeholder engagement and awareness and high resource demands.

1.3 To address these issues, a new governance model is being introduced. This refreshed approach will replace the existing boards with Programme Theme Boards that are directly aligned to the themes and aims of the Corporate Plan. The Programme Theme Boards will have responsibility for overseeing a Delivery Plan to ensure the successful delivery of each strategic theme.

A New Approach

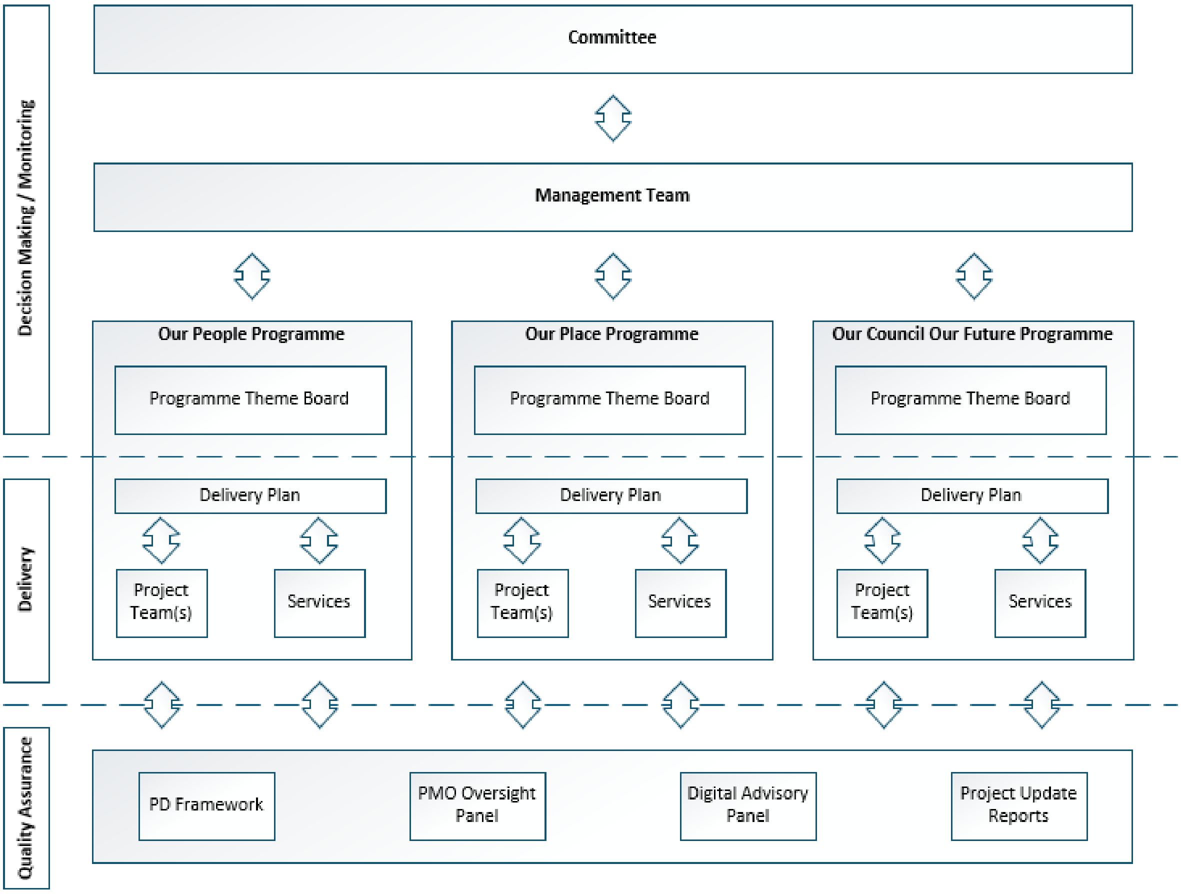
1.4 The Delivery Plans will include as a minimum theme related Progress & Delivery performance measures, projects, risks, policies and associated contracts.

1.5 Each Programme Theme Board will be chaired by the relevant Director and supported by representatives from the council’s Wider Management Team as well as subject matter experts including performance, projects, comms, finances and policy.

1.6 Member involvement is pivotal to the board’s success, and it is recommended that a Lead and Deputy Member Sponsor is included in each board to provide political oversight and steer. The process for onboarding members to these boards is currently being scoped, and a supporting CPR report, expected in Quarter Four, will outline the approach and make recommendations.

1.7 The Programme Theme Boards will meet quarterly, aligned to the council’s performance cycle, with interim informal sessions held at least every six weeks to maintain momentum and responsiveness. Clear Terms of Reference are currently being developed to support the implementation of these boards. Figure 1 shows an overview of the governance structure of the Programme Theme Boards.

Figure 1: Programme Board Theme Governance Structure



Next Steps

1.8 **Setting up the Board.** Work is underway to scope the Programme Theme Boards and supporting Terms of Reference. It is anticipated that the new governance structure and draft Delivery Plans will be operational by the end of December 2025.

1.9 **Member On-boarding.** A supporting report will be prepared for Corporate Policy and Resources Committee in Quarter Four 25/26 recommending how members will provide political oversight and direction to the new theme boards.

1.10 **Corporate Plan approval.** Anticipated March 2026 allowing for formalisation of approach

1.11 **Commence New Approach.** It is anticipated that the new approach will be live from Quarter One 2026/27.