



**Full Council**

**13<sup>th</sup> April 2026**

**Subject: Committee Structure Proposal**

Report by:

Chief Executive  
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Contact Officer:

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Purpose / Summary:

To approve proposals for a new Committee structure, to take effect from the Annual Council Meeting in May, which would see the Council operate with three policy Committees instead of two. The proposed terms of reference for the three new Policy Committees are appended to this Report. Should the proposal be agreed by Full Council, delegation is sought for the Monitoring Officer and Section 151 to make any necessary changes to the Constitution to effect the changes needed for this new Committee structure.

**RECOMMENDATION(S):**

1. To approve the proposed Committee Structure and draft terms of reference as outlined within this Report to take effect from the Annual Council Meeting in May 2026.
2. To delegate authority to the Monitoring Officer and Section 151 to make any changes required to other parts of the Constitution to effect the changes set out in this report.

**IMPLICATIONS**

**Legal:**

There are no direct implications arising from this report.

Changing the Committee Policy model is a change to the Council's Constitution and therefore this proposal has been considered by the Governance and Audit Committee prior to it being presented for approval at the full Council meeting.

**Financial: FIN/176/26/GA/SL**

This proposal would see an additional Committee chair and vice chair, with allowance payable at a cost of £4,900 pa from 2026/2027.

This cost would be met from the Salary Contingency Budget during 2026/2027 and reflected in the ongoing base budgets from 2027/2028.

**Staffing:** None directly arising from this report

**Equality and Diversity including Human Rights:**

None directly arising from this report

**Data Protection Implications:**

None directly arising from this report

**Climate Related Risks and Opportunities:**

None from this report

**Section 17 Crime and Disorder Considerations:**

None directly arising from this report

**Health Implications:**

None from this report

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

[Agenda for Council on Monday, 2nd March, 2026, 7.00 pm | West Lindsey District Council](#)

[Agenda for Governance and Audit Committee on Tuesday, 25th November, 2025, 2.00 pm | West Lindsey District Council](#)

**Risk Assessment:**

NA

**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**

1.1 The Council currently operates with two Policy Committees which are -

- Corporate Policy and Resources Committee,
- Prosperous Communities Committee.

There are currently 11 Councillors on each Committee. The Committees are politically balanced in accordance with the statutory requirements. This report sets out proposals which would see the two existing Committees removed, and three new Policy Committees brought into existence as follows -

- Thriving Council Committee
- Thriving People Committee
- Thriving Places Committee

1.2 The terms of reference of the policy committees would be on the basis of the existing role of the two policy committees, however the remits of the three proposed committees would be aligned to the three corresponding themes of the new Corporate Plan and set out each committee's responsibility for ensuring delivery of the relevant element of the Council's Corporate Plan and the specific Thematic Plan and incorporate responsibility for matters within the relevant service areas which will be set out in the Constitution.

1.3 The Thriving Council Committee would retain responsibility for specific budget and financial matters which are currently the responsibility of

the Corporate Policy and Resources Committee. However, these will be subject to further review to enable decision making by relevant committees without referral being needed to the Thriving Council Committee where this is perhaps not necessary or beneficial.

- 1.4 The proposed draft detailed terms of reference of each policy committee are set out in the Appendix to this Report, the new text being seen in italics, and the text to be removed being seen but with a strikethrough line throughout. These will be subject to further review and refinement subject to approval of the proposal and the final terms of reference presented to the Annual Council Meeting.
- 1.5 Should the recommendations in this Report be approved, officers will produce a committee timetable based on this model, and preparations will be made for the usual reports taken to the May 2026 Annual General Meeting to be based upon three Policy Committees instead of two.

## **2. Rationale**

- 2.1 The Council has recently refreshed its Corporate Plan and three clear themes are detailed within this, those being -

- Thriving Council
- Thriving People
- Thriving Place.

Each theme is accompanied by a Thematic Business Plan which details the key deliverables, measure of performance and risks associated with delivery of the respective Corporate Plan theme. This follows a recommendation made by the Local Government Association Peer Challenge team, which was that the Council refresh its business planning process. As part of this the Chief Executive was keen to ensure stronger alignment and clarity of activity against the Corporate Plan. This refreshed plan was approved by Full Council on 2<sup>nd</sup> March 2026 [Agenda for Council on Monday, 2nd March, 2026, 7.00 pm | West Lindsey District Council](#).

- 2.2 Following approval of the Corporate Plan and Thematic Business Plans alongside the budget which aligns resources to delivery of the Corporate Plan, it is necessary to consider how these can be most effectively and efficiently delivered through the council's governance and decision making processes.
- 2.3 The Peer Challenge team also recommended the Council review its internal governance arrangements to ensure that internal governance supports focused, effective and accountable delivery. This has resulted in Strategic Delivery Panels being created for each of the three themes. These are internal panels which will provide oversight and co-ordination to ensure that workstreams and projects remain on track to deliver. Each Strategic Delivery Panel will be led by one of the Council's three Directors. Officers attended the Governance and Audit

Committee on 25<sup>th</sup> November 2025 to update on the arrangements regarding internal governance. [Agenda for Governance and Audit Committee on Tuesday, 25th November, 2025, 2.00 pm | West Lindsey District Council](#)

- 2.3 Taking the above into consideration and how the council's democratic processes and committee structure can most effectively and efficiently support delivery of the Corporate Plan, it is considered that a three Policy Committee model as outlined in this report and the appendix will better suit the needs of organisation. The three Policy Committees will align with the three themes thereby providing clear responsibility of the relevant committee in leading delivery of the commitments in the Corporate Plan, the three Strategic Delivery Panels, and the refreshed senior management structure. This will allow for greater ownership by officers and elected members and provide increased accountability as performance will be regularly reported to the corresponding Policy Committee in accordance with the three themes.

### **3. Elected Member involvement**

- 3.1 A three Policy Committee model will require three Chairs and three Vice Chairs. The Council's Committees are appointed to at the Annual General Meeting in May and this will still be done in the usual way in accordance with the political balance rules.
- 3.2 It is intended that the Chair and Vice Chair of each of the three Policy Committees will be invited onto the corresponding internal Strategic Delivery Panel to provide Member oversight and input. This will support the Chair and Vice Chair in their awareness of the workstreams flowing through the internal Strategic Delivery Panels and into the respective Policy Committee. Decisions will still be made at Committees in the usual way (internal Strategic Delivery Panels will not replace constitutional committee decision making), however a strength of the three Committee Policy model is that the Chair and Vice Chair will have a greater knowledge and understanding of delivery as they will have attended the internal Strategic Delivery Panel, thus creating a stronger sense of political ownership and leadership of delivering the Corporate Plan within the organisation. In addition, it is intended that the Leader or Deputy Leader of the Council will also be invited to attend the Strategic Delivery Panels to provide strategic oversight and perspective across the 3 themes and overall delivery of the Corporate Plan which will be the subject of an annual report to Full Council in addition to the regular reporting of performance to the relevant policy committee.

### **4. Recommendation**

- 4.1 To approve the proposed Committee Structure and terms of reference as outlined within this Report to take effect from the Annual Council Meeting in May 2026.
- 4.2 To delegate authority to the Monitoring Officer and Section 151 to make any changes required to other parts of the Constitution to effect the changes required for a three Policy Committee structure.