



Public Document Pack  
**Boston Borough Council**

**Chief Executive  
Rob Barlow**

Municipal Buildings  
Boston  
Lincolnshire PE21 8QR  
Tel: 01205 314200

Wednesday 22 April 2026

**Notice of meeting of the Overview & Scrutiny Committee**

Dear Councillor

You are invited to attend a meeting of the Overview & Scrutiny Committee  
on **Thursday 30th April 2026 at 6.30 pm**  
in the Committee Room - Municipal Buildings, West Street, Boston, PE21 8QR

**Rob Barlow  
Chief Executive**

**Membership:**

Chairman: Councillor Paul Gleeson  
Vice-Chairman: Councillor Suzanne Welberry  
Councillors: Richard Austin BEM, David Brown, Emma Cresswell, Anton Dani,  
Anne Dorrian, Neil Drayton, Stuart Evans, Andy Izard, Patricia Marson,  
Barrie Pierpoint, Ralph Pryke, Lina Savickiene and David Scoot

Quorum 5

**Members of the public are welcome to attend the committee meeting as observers except during the consideration of exempt or confidential items.**

**This meeting may be subject to being recorded.**

**Agenda**

**Part I - Preliminaries**

**A Apologies for Absence**

To receive apologies for absence and notification of substitutes (*if any*).

**B Declarations of Interest**

To receive declarations of interests in respect of any item on the agenda.

**C Minutes** (Pages 1 - 10)

To sign and confirm the minutes of the previous meeting.

**D Public Questions**

To answer any written questions received from members of the public no later than 5 p.m. two clear working days prior to the meeting – for this meeting the deadline is 5 p.m. on Monday 27<sup>th</sup> April 2026.

**Part II - Agenda Items**

**1 Section 19; Flooding Investigation Report; Wyberton West Road / Park Road, Boston** (Pages 11 - 80)

(A report by Christian Allen, Service Director – Regulatory)

**2 Scrutiny Arrangements Review** (Pages 81 - 88)

(A report by John Medler, Service Director – Legal & Governance (Monitoring Officer))

**3 Quarter 3 25/26 Performance Report** (Pages 89 - 114)

(A report by James Gilbert, Service Director – Corporate Services)

**4 Work Programme and Forward Plan** (Pages 115 - 128)

(For Members to note/discuss the Committee's current Work Programme, the draft work programme for 2026/27 and the Council's Forward Plan)

**Notes:**

Please contact Democratic Services ([demservices@boston.gov.uk](mailto:demservices@boston.gov.uk)) if you have any queries about the agenda and documents for this meeting.

Council Members who are not able to attend the meeting should notify Democratic Services as soon as possible.

**Alternative Versions**

Should you wish to have the agenda or report in an alternative format such as larger text, Braille or a specific language, please telephone 01205 314502.

## Boston Borough Council

Minutes of a meeting of the **Overview & Scrutiny Committee** held in the Committee Room - Municipal Buildings, West Street, Boston, PE21 8QR on Tuesday 10th February 2026 at 6.30 pm.

### **Present:**

Councillor Paul Gleeson, in the Chair.

Councillors Councillor Suzanne Welberry, Anne Dorrian, Andy Iazard, Patricia Marson, Barrie Pierpoint, Ralph Pryke, Lina Savickiene, David Scoot and Stephen Woodliffe (substitute for Richard Austin BEM).

In attendance:

Councillor Mike Gilbert, Deputy Leader of the Council.

Officers:

Assistant Director - Regulatory, Assistant Director - Governance and Monitoring Officer, Information Manager and Data Protection Officer, Head of HR & OD, HR Projects and Transformation Manager and Democratic Services Officer.

### **81 Apologies for Absence**

Apologies were received from Councillors Richard Austin (Substituted by Councillor Stephen Woodliffe), David Brown, Anton Dani, Neil Drayton and Stuart Evans.

### **82 Declarations of Interest**

Several Members reported interests relating to matters on the agenda. Councillor Stephen Woodliffe declared that he was a Member of the Lincolnshire Police and Crime Panel, an interest relevant to the Policing item scheduled for consideration. Councillor Ralph Pryke stated that he served as a Board Member of Public Sector Partnership Services (PSPS), and Councillor Suzanne Welberry similarly declared her role as a PSPS Board Member, both interests being pertinent to discussions involving partnership-wide staffing and organisational policies. Councillor Anne Dorrian advised that she was a member of a Trade Union, noting this in relation to the agenda item concerning the alignment of workforce terms and conditions. No further declarations were made.

### **83 Minutes**

The minutes of the previous meeting held on 15<sup>th</sup> January 2026 were agreed and signed by the Chairman.

### **84 Public Questions**

No questions were received from the public.

**85 Policing**

The Committee received a comprehensive verbal briefing from the Chief Constable of Lincolnshire Police and the Chief Inspector for Boston and South Holland, who attended virtually. The Chairman welcomed both officers and outlined the purpose of the session, explaining that the Committee had invited senior representatives of the Force following a period of heightened local concern regarding resources, community safety and national discussions on police reorganisation.

The Chief Constable began by setting out the strategic position of Lincolnshire Police, noting that the Force had experienced long-standing structural underfunding over many years, resulting in constrained planning horizons and reduced capacity across operational and specialist policing teams. He described how the year-to-year financial uncertainty had historically limited the ability of the organisation to invest, modernise and stabilise its workforce. The Committee was informed, however, that the recent national financial settlement represented a marked improvement and provided the most sustainable outlook the Force had seen in many years. Members were advised that the 2026/27 funding package included an uplift of almost 5% in the central police grant. A Police & Crime Panel-approved increase in the council tax precept and a three-year £12 million annual stabilisation grant, allocated specifically to address the historic funding gaps.

The Chief Constable explained that the stabilisation grant was particularly significant, as it allowed the Force to begin rebuilding officer numbers back to establishment levels, reverse previous reductions in police staff roles, and increase PCSO numbers to strengthen neighbourhood policing and community visibility. The Force was also able to re-examine specialist functions, including areas such as child protection and investigations, where capacity had been stretched.

Turning to national policy, the Chief Constable updated Members on the Government's ongoing work on police reform. Although proposals were at a high level, he highlighted the importance of ensuring that any future changes preserved strong local accountability, community engagement and the operational autonomy necessary to respond to Lincolnshire's unique geography and demand patterns.

The Chief Constable emphasised that the Force was working constructively with national partners while maintaining a focus on neighbourhood presence and responsiveness at the local level. The Chairman thanked both senior officers for setting out the strategic picture and invited the Committee to move into discussion.

Members engaged in detailed discussion on policing matters affecting Boston and the wider locality.

Members questioned the levels of violent crime and the perceived prevalence of weapons in the town centre. The Chief Inspector provided an evidence-based breakdown of recorded offences, which demonstrated that the number of incidents involving knives or other weapons in Boston had remained comparatively low over the past four years. Members noted that the data contrasted with some public perceptions, and the Force acknowledged the need to continue improving communication so that residents understood the true picture of local crime trends.

The Chief Constable highlighted reductions in wider violent-crime categories including violence with injury and violence without injury reflecting a broader downward trend. The Committee then discussed retail crime, with Members reporting significant concern from both major retailers and smaller independent businesses. The Chief Inspector outlined the work undertaken under targeted operations, including proactive enforcement days, enhanced evidence-gathering and multi-agency collaboration. The Committee noted that many retail offences had been committed by a small number of prolific offenders, and that coordinated action had resulted in multiple arrests and the clearance of large numbers of cases linked to those individuals.

Members were assured that neighbourhood officers, local partners and business groups would continue to be supported to respond to these issues swiftly and consistently. Concerns were raised relating to the night-time economy, including anti-social vehicle use, noise and behaviour in and around the town centre during evening hours.

The Chief Inspector outlined recent enforcement activity, including operations focused specifically on dangerous driving, vehicle modifications and antisocial use of vehicles. Members were informed that it had resulted in several vehicle seizures, the issuing of Section 59 warnings, and further targeted monitoring of known hotspots.

Members acknowledged the impact that visible enforcement had on community reassurance. They also discussed the issue of cycling within pedestrianised areas. Frequent examples of unsafe cycling in busy zones, such as Strait Bargate, were mentioned. The Chief Inspector explained the role of PCSOs in advising and challenging cyclists, commenting on the limitations of current signage and the need to consider broader public-realm measures such as clearer infrastructure or defined cycle routes to support better compliance.

Members representing rural wards emphasised that policing visibility needed to extend beyond the town centre. They highlighted the importance of PCSOs in maintaining engagement with village communities. In response, the Chief Constable reiterated that neighbourhood policing remained a core part of the Force's operating model and that the planned uplift in PCSO numbers would support wider coverage across rural Lincolnshire.

It was noted that reassurance and local presence were essential in maintaining trust in policing. Discussions also touched upon public confidence, with Members encouraging the Force to invest further in clear, reliable communication to counter negative perceptions and highlight improvements.

The Chief Constable referred to existing initiatives, such as the Lincolnshire Alert system and the development of more targeted communication channels for specific communities. Members expressed support for enhanced collaboration with businesses, community groups and local authorities to reinforce positive messaging.

The Chairman thanked the Chief Constable and Chief Inspector for their detailed responses and for their continued willingness to engage openly with the Committee.

*[The Chief Constable and Chief Inspector left the meeting at 7.45pm, following discussions.]*

**86 Terms and Conditions Alignment - Next Phase**

The Committee received a detailed report from the Head of HR and Organisational Development on the second phase of proposals to align workforce terms and conditions across the South & East Lincolnshire Councils Partnership. Members considered the report and the associated appendices (Appendices A–C), comprising the SELCP Vehicle Purchase Assistance Policy, the SELCP Redundancy and Redeployment Policy extract, and the updated Annual Leave Appendix within the Time Off Policy. Members were informed that the long-term programme of work had been initiated to ensure fairness, consistency and operational coherence across all three partner councils, recognising that many services now operate on a shared basis with officers working across multiple authorities.

Phase 1 of the alignment process had already addressed several major contractual differences, particularly in areas affecting large staff groups. Phase 2 brought forward the remaining nine areas requiring harmonisation which included overtime arrangements, car loan schemes, notice periods, redundancy terms, pay protection, mobility clauses and annual leave provisions, several of which differed significantly between the partner councils due to historic local policies.

Members were advised that the proposals had been assessed against multiple criteria, including financial implications, fairness, operational resilience, HR best practice and alignment with legal requirements. Each proposed revision had been reviewed through the Senior Leadership Team, relevant Portfolio Holders and the Partnership Stakeholder Board before being presented to Overview and Scrutiny for comment.

The Head of HR confirmed that, should Full Council approve the recommendations, the changes would be subject to consultation with staff and recognised Trade Unions.

Members were reminded that the proposals set out in the report aimed to move all staff to the “best of” position wherever feasible. Where Boston Borough Council already offered the most favourable terms, no change was proposed. Where East Lindsey or South Holland had the more favourable provision, the proposal was to align Boston staff to that standard. The Head of HR highlighted that the approach sought to ensure equality whilst maintaining affordability and organisational stability.

A discussion on the proposals took place, reflecting the significance of contractual terms both for staff wellbeing and operational delivery.

Members asked for clarification on the consultation process with Trade Unions and staff, particularly whether any areas might return to Council if significant objections were raised. The Head of HR confirmed that consultation feedback would be carefully reviewed and that, if proposals required amendment, especially where financial impact or statutory provisions were affected, the matter would return through the appropriate governance route before final adoption.

Concerns were raised regarding the mobility clause, especially as some officers had caring responsibilities, disabilities, or restricted access to transport. Members asked what protections would be available should staff be required to work at alternative locations.

The Head of HR explained that the mobility clause had been standardised across the Partnership for new employees for some time, reflecting the modern working arrangements of a shared service structure. For existing staff with older contracts, the proposal aimed to align the wording for consistency. However, it was emphasised that the clause would always be applied reasonably and in accordance with HR policies, considering individual circumstances. Hybrid and agile working practices further reduced the likelihood of significant disruption caused by location changes.

Members then discussed notice periods, particularly the proposal to increase employer and employee notice for senior roles. The impact on business continuity and organisational resilience was explored. Officers advised that aligning notice periods with sector norms would support better succession planning and service continuity, ensuring that services were not left vulnerable during periods of recruitment.

Members examined the proposed revisions to overtime rates, annual leave, and the car loan scheme, noting that most changes aligned Boston staff to the most favourable provision currently offered elsewhere in the Partnership. Clarification was provided that no Boston officer would be placed on less favourable terms as a result of the proposals.

The importance of maintaining a fair and attractive employment offer to support recruitment and retention in key service areas was acknowledged.

Questions were asked regarding staff speculation on the creation of a new authority. The Head of HR explained that any future Local Government Reorganisation (LGR) would be subject to statutory TUPE protections, meaning that new contractual terms introduced through this alignment would transfer with staff into any successor organisation. Although a future authority could seek to review policies after transition, it could not diminish individual contractual entitlements without lawful process.

In response to a query about whether staff would receive new written contracts, the Head of HR confirmed that issuing revised contracts was the most transparent and legally robust approach. Given the scale of historical variations and legacy amendments held by long-serving staff, a consolidated contract would provide clarity, reduce confusion and ensure that all officers were working under a consistent and up-to-date document.

Members noted that the proposals represented a positive step towards organisational coherence and would support the continued development of integrated services across the Partnership. The Chairman thanked officers for the clarity of the report and for addressing Members' questions.

**Resolved:**

**That the Committee noted the report on Phase 2 of the alignment of workforce terms and conditions across the South & East Lincolnshire Councils Partnership, including the associated appendices, and agreed that the comments made during discussion be submitted to Full Council to inform its consideration of the proposals.**

*[The Head of HR and Organisational Development PSPS and the HR Projects and Transformation Manager left the meeting at 7.49pm, following consideration of the above item.]*

## **87 Data Protection Policy and Records Management Policy**

The Committee received a comprehensive presentation from the Group Manager for Information Governance and Data Protection Officer on the updated Data Protection Policy (attached as Appendix 1 within the report) and Records Management Policy (attached as Appendix 2 within the report), both of which had undergone a full review to reflect recent legislative, technological and organisational developments. Members were reminded that the Council's ability to deliver effective services was fundamentally dependent on the quality, availability and security of the information it held. The review had therefore been undertaken to ensure continued compliance with statutory requirements and to strengthen the Council's governance framework for handling data across all departments and partnership arrangements.

Members were advised that both policies had been rewritten to integrate the latest requirements of the UK General Data Protection Regulation, the Data Protection Act 2018, and critically, the recently introduced Data Use and Access Act (DUAA) 2025, which brought significant changes to data-sharing, access rights, complaint-handling and public-sector interoperability. They were informed that the DUAA placed new obligations on public bodies particularly around 'reasonable and proportionate' search expectations for Subject Access Requests, transparency in data sharing, the handling of automated decision-making, and the management of datasets across partnerships and multi-authority environments. The updates had been embedded within both revised policy documents.

The Records Management Policy had similarly been modernised to reflect the full lifecycle of information, encompassing creation, storage, use, archival retention, secure disposal, and the handling of AI-generated records. Members were advised that the policy aligned with national frameworks, including the Section 46 Code of Practice under the Freedom of Information Act, and sought to ensure that the management of records both paper and digital met the standards expected of a modern local authority. The Group Manager for Information Governance and Data Protection emphasised that the updates were intended not only to maintain compliance but also to promote organisational resilience, operational efficiency and public trust, particularly as more teams across the South & East Lincolnshire Councils Partnership adopted shared processes and systems.

Members held a detailed discussion on the implications of the revised governance framework, recognising the significance of information handling to Council operations and the growing importance of data protection in public life.

It was explored how the updated policies would support the Council to manage increasing volumes of complex data, including digital records, cross-partnership datasets and information generated by emerging technologies. Members sought clarification on how the new DUAA requirements would influence day-to-day processes, particularly regarding Subject Access Requests and other statutory rights.

The Group Manager explained that the shift from an exhaustive search obligation to a reasonable and proportionate one would reduce the administrative burden on officers while maintaining legal compliance and ensuring individuals' rights were upheld. Members noted that it represented a significant practical improvement, especially in service areas managing large volumes of case files or legacy systems. They also discussed the new, DUAA-mandated complaints process, which sat outside the Council's corporate complaints procedure and mirrored the structure used by the Information Commissioner's Office. The added formality would help ensure consistency, clarity, and adherence to statutory timelines, particularly in complex data-handling scenarios. The Group Manager confirmed that updated training materials and guidance would support staff in implementing the revised process.

Questions were raised about the responsibilities of councillors when handling personal data. Members were reminded that councillors may act in different legal capacities depending on the context, such as acting independently as a data controller when managing ward casework, and that the updated policies were aligned to provide greater clarity on those distinctions.

The Group Manager confirmed that when Members acted on behalf of the Council, they were covered by the Council's data protection framework and insurance arrangements, but separate obligations applied when operating outside Council business.

Members further explored the impact of digital transformation and automation, particularly the handling of AI generated records. They were informed that both policies explicitly addressed modern digital workflows, including the creation, classification and retention of records generated or processed by automated systems, which ensured that such records were subject to the same standards of security, accessibility and lifecycle management as other Council records.

The Records Management Policy also set expectations for metadata, retention schedules and disposal, ensuring transparency and auditability across all formats. Throughout the discussion, Members acknowledged the crucial role of effective training in ensuring compliance. The Group Manager outlined the mandatory training programme for staff, including induction, refresher training, specialist modules for high-risk roles, and ongoing awareness campaigns to ensure that officers and Members remain up to date with statutory requirements and organisational policies.

Members thanked the Group Manager for the comprehensive update, recognising the scale and importance of the work undertaken and noting the value of clear and robust information governance in supporting public confidence and operational effectiveness.

**The recommendations were proposed by Councillor Paul Gleeson and seconded by Councillor Barrie Pierpoint.**

**Resolved:**

**That the draft Data Protection Policy and Records Management Policy, attached at Appendices 1 and 2 within the report, be recommended to Cabinet for approval.**

*[The Group Manager for Information Governance and Data Protection Officer left the meeting at 7.55pm, following consideration of the item.]*

## 88 Council Procedure Rule 11 - Questions by Members

The Committee received a detailed report from the Assistant Director – Governance and Monitoring Officer regarding a motion on notice previously submitted to Full Council on 12<sup>th</sup> January 2026. The Monitoring Officer's report relating to the proposed changes was attached at Appendix 1. Members were reminded that during the meeting, a point of order had been raised concerning procedural requirements under the Constitution. Specifically, any proposal seeking to amend the Council's Procedure Rules must first be accompanied by a Monitoring Officer report and must be considered by a committee before being debated and determined by Full Council. Because the requirements had not been met the motion had been referred to Overview and Scrutiny for consideration, in accordance with the Constitution.

The Monitoring Officer outlined the purpose of his statutory report, which was to provide Members with legal, procedural and comparative context to assist them in forming a recommendation to Full Council. Attention was drawn to the wide variety of approaches taken by councils nationally. Some authorities imposed no restriction on the number of questions Members could ask at Full Council, while others adopted limits based on time, number of questions, or the length and scope of those questions. The variation demonstrated that councils had broad discretion in how they regulated questioning, provided statutory obligations and constitutional safeguards were observed.

Members were reminded that the motion under consideration sought to amend Council Procedure Rule 11.2 to introduce a limit of one question only per Member per meeting, whilst retaining the right to ask one supplementary question arising directly from the original question or its reply.

The Monitoring Officer confirmed that introducing such a limit was lawful and commonplace, noting that many authorities imposed similar constraints to manage meeting length, ensure orderly debate and provide opportunities for wider Member participation.

Members also noted that the motion originally proposed that the change take effect at the conclusion of the 12<sup>th</sup> January 2026 meeting; however, as the amendment had not been lawfully approved at that meeting, the implementation date was no longer valid. The Monitoring Officer advised that, should the Committee support the proposal, the effective date must instead be updated to reflect the next Full Council meeting on 2<sup>nd</sup> March 2026.

Members undertook a thorough discussion on the merits and implications of amending the procedure for Member questions at Full Council. Differing perspectives were expressed, reflecting varying priorities around democratic engagement, meeting management and the role of scrutiny within the Council's governance framework.

Some Members observed that recent Council meetings had seen extensive questioning from individual Members, which had the effect of prolonging meetings and limiting time available for wider debate on substantive items of business. They noted that the purpose of introducing a question limit was not to restrict scrutiny, but to ensure that Council

meetings could progress efficiently, maintain focus on decision-making, and provide other Members with equitable opportunity to participate. It was suggested that committees, Portfolio Holders and alternative channels already provided suitable routes for raising matters requiring more detailed examination.

Other Members expressed strong reservations about the proposal, arguing that questions at Full Council formed an important part of transparency and democratic accountability. They contended that imposing a numerical restriction could discourage legitimate scrutiny and reduce the public visibility of important issues. It was highlighted that, despite perceptions of lengthy questioning, the actual duration of recent Council meetings had frequently been well within the allotted three-hour limit, and therefore the premise that questioning had impeded the conduct of business was not accepted.

The debate also reflected wider concerns about Member behaviour, political culture, and the need to ensure that Full Council remained a forum for respectful and balanced debate. Members acknowledged that while questioning should be conducted responsibly and in good faith, mechanisms already existed within the Constitution, such as the Mayor's powers to manage disorderly conduct or irrelevant questioning.

The clarity provided in the Monitoring Officer's report was welcomed, particularly the comparative benchmarking of other councils' rules. It was noted that many authorities had introduced limits on written questions to ensure proportionate use of time, and that such measures were not inherently restrictive provided Members retained the ability to ask supplementary questions on the day.

As debate concluded, the Monitoring Officer provided a clear procedural clarification. He reminded members that the role of the Committee was not to determine the matter but to make a recommendation to Full Council

The Committee then proceeded to vote on the recommendation.

**The recommendations were proposed by Councillor Barrie Pierpoint and seconded by Councillor Stephen Woodliffe.**

**Resolved:**

**That the following recommendation be made to Full Council:**

- 1. That Council Procedure Rule 11.2 be amended so that a member may submit one question only per Full Council meeting;**
- 2. That the amendment take effect at the conclusion of the 2<sup>nd</sup> March 2026 Full Council meeting; and**
- 3. That the Monitoring Officer be authorised to update the Constitution accordingly.**

Councillor Anne Dorrian requested that her vote against the recommendations be recorded.

*[Councillor Anne Dorrian left the meeting at 8.15pm and returned at 8.17pm, following consideration of the above item.]*

## **89 Work Programme and Forward Plan**

The Committee received the latest Work Programme and Forward Plan for review. Members were reminded that the Work Programme was updated throughout the year to ensure scrutiny remained responsive and Member-led.

An update from the Town Centre Task and Finish Group was noted, with Members informed that the draft report was expected to be circulated within the coming week and would likely be scheduled for consideration at the Committee's March meeting.

Members discussed the importance of ongoing Member training, particularly in areas such as roles, responsibilities, governance and statutory duties. A request was made for refresher training to be added to the Work Programme, and officers undertook to arrange appropriate sessions.

Members acknowledged the recent change in the Lincolnshire County Council Highways Portfolio Holder, with officers confirming that work was underway to secure attendance from the new postholder at a future meeting.

In terms of longer-term planning, the Chairman proposed holding a scrutiny workshop at the start of the new Council year to help Members shape priorities, identify future review topics and ensure the Committee's forward planning remained effective.

### **Resolved:**

**That the content of the current Work Programme and Council's Forward Plan be noted.**

*[Councillor Anne Dorrian left the meeting at 8.22pm, during consideration of the above item.]*

The Meeting ended at 8.23 pm.



<b>Report To:</b>	Overview & Scrutiny Committee
<b>Date:</b>	30 <sup>th</sup> April 2026
<b>Subject:</b>	Section 19; Flooding Investigation Report; Wyberton West Road / Park Road, Boston
<b>Purpose:</b>	To invite Committee to consider the Section 19 Flooding Investigation Report produced by Lincolnshire County Council (Lead Local Flood Authority) following flooding impacting Boston in January 2025 and to hear how relevant Risk Management Authorities have responded or intend to respond to the recommendations therein.
<b>Key Decision:</b>	N/A
<b>Portfolio Holder:</b>	Councillor Dale Broughton, Leader of the Council
<b>Report Of:</b>	Christian Allen, Service Director – Regulatory
<b>Report Author:</b>	Christian Allen, Service Director – Regulatory
<b>Ward(s) Affected:</b>	St Thomas' Ward
<b>Exempt Report:</b>	No

## Summary

Members will recall the flooding event that occurred in Boston in the early hours of 06<sup>th</sup> January 2025 and resulted in the internal flooding of 38 residential properties on Wyberton West Road and Park Road, Boston, and the extensive multi-agency response and recovery effort that followed.

In such circumstances, Lincolnshire County Council in their role as Lead Local Flood Authority (LLFA) are duty bound to conduct an investigation into the cause(s) of a flooding event that results in property being internally flooded.

The final Section 19 flood investigation report was issued by the LLFA on 30<sup>th</sup> July 2025 (S19-941 date prepared – 30/07/2025) and considered by members of this committee on 4<sup>th</sup> September 2025.

At this meeting Committee resolved to invite representatives from the Risk Management Authorities identified as responsible for recommendations contained within the report to attend a future Committee so members could hear how they have responded or intend to respond to the recommendations contained within the Section 19 report.

## **Recommendations**

That Committee receive representations from Risk Management Authorities and consider whether they wish to take any further steps as a result.

## **Reasons for Recommendations**

The LLFA has a duty to conduct a Section 19 flood investigation report under the provisions of the Flood and Water Management Act 2010. Whether the Risk Management Authorities have exercised or are proposing to exercise those recommendations in response to the flood event shall be monitored through the existing Joint Lincolnshire Flood Risk and Water Management Partnership.

Through the exercise of scrutiny functions of the Council, members may wish to consider how Risk Management Authorities, with recommendations in the report, deliver on their responsibilities and hence reassure the residents of Boston impacted by flooding from the South Forty Foot Drain.

## **Other Options Considered**

Do nothing and let Lead Local Flood Authority and the established mechanisms of the Joint Lincolnshire Flood Risk and Water Management Partnership exercise its functions in holding Risk Management Authorities to account.

### **1. Background**

- 1.1 Members will recall the flood event that occurred in Boston in the early hours of 06<sup>th</sup> January 2025 and resulted in the internal flooding of 38 residential properties on Wyberton West Road and Park Road, Boston, and the extensive multi-agency response and recovery effort that followed.
- 1.2 Under the requirements of the Flood and Water Management Act 2010, Lincolnshire County Council are designated a Lead Local Flood Authority (LLFA). Under section 19 of said Act, the LLFA are duty bound to conduct an investigation into the cause(s) of a flooding event that results in property being internally flooded.
- 1.3 In this particular instance, due to the significant impact of this flood event across the county area, the LLFA commissioned Geosmart Information Ltd to discharge this responsibility and produce the section 19 flood investigation report on their behalf.
- 1.4 The Section 19 flooding investigation report (S19-941 date prepared – 30/07/2025) Wyberton West Road and Park Road Boston, is attached at appendix A to this report.

## 2. Report

- 2.1. The Section 19 Flood Investigation Report seeks to identify the cause(s) of flooding where properties are internally flooded. The report provides an overview of the problem, identifies the flooding mechanisms, relevant Risk Management Authorities (RMAs) and stakeholders with responsibilities and concludes with a list of recommendations. It is however important to note that the report cannot provide designed or costed solutions and / or enforce those identified RMA's or persons to undertake any of the proposed recommendations.
- 2.2. The investigation report, which was initially considered by this Committee on 4<sup>th</sup> September 2025, is attached at Appendix A for further consideration today. The Section 19 report considers the cause(s) of internal flooding of 38 properties on Wyberton West Road and Park Road, Boston. This flooding event occurred as a result of substantial rainfall experienced in the early hours of 06 January 2025 and the coincidental impact of tidal flows in the South Forty Foot Drain.
- 2.3. The associated weather event involved an area of low pressure crossing South and Central England, which resulted in heavy rainfall and snowfall across areas of high ground throughout the East Midlands. This resulted in several stations across Lincolnshire recording their wettest January day on record (Met Office, 2025).
- 2.4. The evidence gathered and presented in the report, including a site visit on 12 March 2025, confirmed that 38 properties in Boston experienced internal flooding. It is also recognised that the flooding incident impacted many more properties externally, affecting driveways, garages, sheds, outbuildings etc and that the highway infrastructure was also affected resulting in temporary road closures and damage to vehicles.
- 2.5. The report provides a factual, evidenced based account of the circumstances surrounding the event and the impact off the flooding itself, seeks to identify a cause and then attributes recommendations to the relevant Risk Management Authority for consideration in their future risk mitigation planning.
- 2.6. The report was shared with RMA's and their comments have been adopted into the final version of the investigation report attached at appendix A.
- 2.7. Members of this Committee considered the Section 19 report at their meeting on 4<sup>th</sup> September 2025 when it was resolved to invite those Risk Management Authorities identified as responsible for recommendations contained within the report, to attend this Committee. The purpose of their attendance was for Members to hear representations from each Risk Management Authority as to how their organisation has responded or intends to respond to the recommendations contained within the Section 19 report.
- 2.8. Having heard from each of the Risk Management Authority in attendance, Members are invited to consider and determine whether there are any further steps that the Committee ought to take.

### **3. Conclusion**

- 3.1. The section 19 flooding report is presented to members for their consideration. The report has been commissioned and is owned by the LLFA.
- 3.2. Having listened to the representations made by each of the Risk Management Authorities in attendance, Members are invited to consider and determine whether there are any further steps that the Committee ought to take.

### **Implications**

#### **South and East Lincolnshire Councils Partnership**

None

#### **Corporate Priorities**

Safe and Resilient Communities priority in the Sub Regional Strategy 24/25 – 28/29

#### **Staffing**

None

#### **Workforce Capacity Implications**

None

#### **Constitutional and Legal Implications**

Part 1A, Chapter 2, of the Local Government Act 2000 sets out the functions of Overview and Scrutiny Committees in local authorities. These include general and specific functions, and not all functions are applicable to all local authorities.

Specifically, the legislation sets out that the Lead Local Flood Authority (Lincolnshire County Council) is required to ensure that its overview and scrutiny committee arrangements include arrangements to review and scrutinise the exercise by risk management authorities of flood risk management functions or coastal erosion risk management functions which may affect the local authority's area. A risk management authority (e.g. District Councils, Internal Drainage Boards and the Environment Agency) must comply with a request made by such a committee for information and a response to a report. These powers do not extend to Boston Borough Council's Overview and Scrutiny Committee.

Boston Borough Council's Overview and Scrutiny Committee can make reports or recommendations to its executive (or the authority) on matters which affect the authority's area or the inhabitants of that area, Where the committee makes such a report and/or recommendations and the report or any of the recommendations relate to functions of a relevant partner authority the committee may require (by notice) the relevant partner authority to have regard to the report or recommendation in question in exercising its functions. Lincolnshire County Council and the Environment Agency are defined as relevant partner authorities. The Council's Overview and Scrutiny Committee may also invite persons from outside the Council to attend meetings of the Committee.

## **Data Protection**

None

## **Financial**

None

## **Risk Management**

The section 19 report seeks to improve the preparedness of our communities and relevant Risk Management Authorities to prepare for, respond to and recover from a flooding incident. It is vitally important in terms of mitigating risk to our communities and Council services, that anything that can be done to reduce flood risk, is done.

## **Stakeholder / Consultation / Timescales**

Consultation has been undertaken with the Leader Portfolio Holder, Monitoring Officer, Section 151 Officer and Director of Communities as well as the local ward member.

## **Reputation**

Boston Borough Council has not been identified in the section 19 report as a Risk Management Authority with recommendations to deliver. Nevertheless, there will be an expectation from residents who were impacted by flooding and remain at risk of flooding, that the Council does everything possible and within its powers to mitigate risk. There is a reputational risk in failing to do so.

## **Contracts**

None

## **Crime and Disorder**

None

## **Equality and Diversity / Human Rights / Safeguarding**

None

## **Health and Wellbeing**

Residents impacted by flooding will inevitably experience stress and psychological distress having experienced flooding inside their properties and whilst they remain 'at risk' of a repeat flooding event and mitigation measures, where applicable, remain outstanding.

## **Climate Change and Environment Impact Assessment**

More frequent and more extreme weather events are an inherent impact of Climate Change and hence flood risk remains a threat. Mitigation and adaptation to these risks is a necessity and a responsibility of Risk Management Authorities as well as our communities and residents at large.

## Acronyms

LCC – Lincolnshire County Council

LLFA – Lead Local Flood Authority

RMA – Risk Management Authority

BBC – Boston Borough Council

Black Sluice IDB – Independent Drainage Board

EA - Environment Agency

S19 – Section 19 (Flood and Water Management Act 2010 – duty to investigate flooding events)

## Appendices

Appendices are listed below and attached to the back of the report:

Appendix A (Redacted) S19-941 - Wyberton West Road & Park Road, Boston. Section 19 Flood and Water Management Act 2010. Date Prepared – 30/07/2025

## Background Papers

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

## Chronological History of this Report

Overview and Scrutiny Committee last considered this matter at their meeting on 4<sup>th</sup> September 2025.

## Approval

Report author: Christian Allen, Service Director – Regulatory  
[christian.allen@boston.gov.uk](mailto:christian.allen@boston.gov.uk)

Signed off by: Jason King, Executive – Communities  
[JasonKing@sholland.gov.uk](mailto:JasonKing@sholland.gov.uk)

Approved for publication: Councillor Dale Broughton, Leader of the Council  
[Dale.broughton@boston.gov.uk](mailto:Dale.broughton@boston.gov.uk)



**S19-941**

**Wyberton West  
Road & Park Road,  
Boston**

Section 19 Flood and Water  
Management Act 2010

Date Prepared – 30/07/2025

GeoSmart Information Ltd

# Table of Contents

- Copyright ..... 3
- Executive summary ..... 4
- 1. Introduction..... 7
  - 1.1 Purpose and limitations of this flood investigation report ..... 7
  - 1.2 Sources of evidence ..... 10
- 2. Background information ..... 11
  - 2.1 Site location ..... 11
  - 2.2 Flood risk overview ..... 13
  - 2.3 Drainage arrangements ..... 14
  - 2.4 Previous flood incidents ..... 16
  - 2.5 Control structures for the SFFD ..... 16
    - 2.5.1 Gravity sluices..... 17
    - 2.5.2 Black Sluice Pumping Station (BSPS) ..... 17
    - 2.5.3 Upstream pumping stations..... 18
- 3. Flood event..... 19
  - 3.1 Conditions prior to the flooding ..... 19
  - 3.2 Rainfall and telemetry analysis..... 20
    - 3.2.1 Rainfall analysis ..... 20
    - 3.2.2 River level and flow analysis ..... 22
  - 3.3 EA review of flood event ..... 23
  - 3.4 Black Sluice IDB review of flood event ..... 24
  - 3.5 Flooding mechanism(s) and causation ..... 24
    - 3.5.1 Reported flooding ..... 24
    - 3.5.2 Investigation findings and conclusions ..... 32
  - 3.6 Road closures..... 36
    - 3.6.1 Wyberton West Road ..... 36
    - 3.6.2 Chain Bridge Road ..... 37
- 4. Risk management authorities ..... 38
- 5. Recommendations for consideration..... 39
  - 5.1 Flood resistance and resilience measures..... 39
  - 5.2 Implementation of flood action plan for Wyberton West Road and Park Road (where not done so already) ..... 39

5.3 Review of EA modelling for SFFD.....	40
5.4 Review of Flood Warning service for the downstream reaches of the SFFD.....	40
5.5 Review of operation of EA and Black Sluice IDB assets during heavy rainfall events ....	40
5.6 Wall raising at the low points along the SFFD .....	41
6. References.....	42
7. Appendices .....	44
7.1 Definitions.....	44
7.2 Authorities with flood risk management functions .....	46
7.3 Photographs from Site visit .....	48
7.4 LCC questionnaire responses.....	62
7.5 Map of Black Sluice catchment .....	63

# Copyright

This document has been prepared pursuant to Section 19 of the Flood and Water Management Act 2010 by GeoSmart Information Ltd for Lincolnshire County Council, in its capacity as Lead Local Flood Authority. The findings, conclusions, and recommendations of this report are based solely on the information available to GeoSmart at the time of preparing the report.

Lincolnshire County Council expressly disclaims responsibility for any errors in or omissions from this report and accepts no responsibility for the accuracy, precision, and / or validity of any third-party data contained therein. Lincolnshire County Council does not accept any liability for the use of this report or its contents by any third party for any purpose other than that for which the same was provided by Lincolnshire County Council.

FloodSmart Analytics is copyright of GeoSmart Information Limited 2025. All rights reserved. This data includes but is not limited to maps, geographic information, analysis results, and any associated documentation. No part of this data may be reproduced, distributed, or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or any information storage and retrieval system, beyond the standard terms of this report without prior written permission from GeoSmart Information Limited. Unauthorised use, reproduction, or distribution of this data is strictly prohibited.

For further information regarding this report, please contact [FloodRisk@lincolnshire.gov.uk](mailto:FloodRisk@lincolnshire.gov.uk)

# Executive summary

The purpose of this Section 19 (S19) Flood Investigation Report is to identify the cause of flooding which affected the property internally. The report will provide an overview of the problem, identify the flooding mechanisms, identify relevant Risk Management Authorities (RMAs) and stakeholders, and provide a list of recommendations. It is however important to note that this investigation report cannot provide designed or costed solutions and / or enforce those identified RMAs or persons to undertake any of the proposed recommendations.

This report was commissioned to consider internal flooding at 38 properties on Wyberton West Road and Park Road, Boston (Properties A to AM), which occurred as a result of substantial rainfall experienced in the early hours of 06 January 2025. The event involved an area of low pressure crossing South and Central England, which resulted in heavy rainfall and snowfall across areas of high ground throughout the East Midlands. This resulted in several stations across Lincolnshire recording their wettest January day on record (Met Office, 2025).

The evidence gathered within this report, including a Site visit on 12 March 2025, confirms that 38 properties in Boston experienced internal flooding following heavy rainfall on 06 January 2025. (Note that internal flooding could only be directly confirmed at 17 properties; two of the properties reported to have experienced internal flooding are understood to have experienced external or no flooding, whilst one additional property was confirmed to have experienced internal flooding.) Photograph evidence of the flooding has been provided within Section 3.5.

## **Flooding mechanism**

### **Affected properties (Properties A to AL)**

Properties A to AL are likely to have experienced internal flooding as a result of the overtopping of two wall sections along the southern bank of the South Forty Foot Drain (SFFD) in the late evening of 06 January 2025. The rise in water levels was generally driven by extreme rainfall and snowmelt in the Black Sluice catchment, with peak flows reaching the lower reaches of the SFFD during high tide (which prevented their discharge into the tidally influenced Haven).

The flooding experienced may have been exacerbated due to issues in the management of flood risk assets along the SFFD, particularly along Wyberton West Road. Possible exacerbating factors include:

- Decommissioning of the Black Sluice Pumping Station;
- Operational problems associated with the sluices at the Black Sluice Complex;
- Low points on the southern bank of the SFFD, adjacent to Wyberton West Road;
- Correlation of the flooding experienced in relation to the operation of the Black Sluice Emergency Response Plan.

The water ingress method for the properties is summarised below:

- Fluvial flows from the SFFD flowed in a southerly direction, causing internal flooding to Properties A to AB primarily via back doors, and spilling onto the highway to the south of the property via buildings, alleyways and driveways;
- Fluvial flows accumulated along the northern section of Park Road as this reflects a low point relative to the surrounding land, causing flooding to Properties AE to AL;
- Fluvial flows continued in a westerly direction along Wyberton West Road and accumulated in the driveways at Properties AC and AD, exceeding the front door threshold and causing internal flooding.

### **Road closure at Wyberton West Road**

The road closure at Wyberton West Road occurred as a result of overtopping of the low wall sections due to high water levels on the SFFD, via the same mechanisms as identified for the affected properties (see above). Flood waters from the SFFD travelled in a southerly direction via gardens and dwellings before flowing in a westerly direction along the highway and primarily accumulating at the junction with Park Road.

### **Road closure at Chain Bridge Road**

The road closure at Chain Bridge Road is understood to have occurred to reduce traffic along Wyberton West Road, as several residents had reported bow waves from vehicles were exacerbating the flooding experienced at their properties. It is also understood that flooding on Chain Bridge Road occurred during this incident.

### **Relevant RMAs (listed in alphabetical order)**

In relation to this flood incident, Black Sluice Internal Drainage Board (IDB) and the Environment Agency (EA) are considered to be the relevant RMAs.

### **Recommendations**

The residents of the affected properties should consider implementing flood resistance and resilience measures at their properties to reduce the possible impacts of flooding should it occur again in the future.

The residents of Wyberton West Road and Park Road, with support from Boston Borough Council and/or the Lincolnshire Resilience Forum (LRF), should consider producing a flood action plan (where not done so already) to ensure that they are suitably prepared should flooding occur again in the future.

The EA should consider reviewing the hydraulic modelling for the SFFD to ensure that it is reflective of the flooding experienced on 06 January 2025. Following this, the plan for mitigation within the Black Sluice Catchment should be reviewed to ensure it remains appropriate.

The EA should consider reviewing the potential for a Flood Warning service for the downstream reaches of the SFFD; should this be deemed unfeasible, consideration should be given to amending the wording of the Flood Alert for this area to reduce confusion regarding the potential for internal flooding and whether future warnings will be received.

The EA should consider a review of their processes for operating assets on the SFFD and Black Sluice IDB should consider reviewing their Emergency Response Plan, to ensure that lessons identified during January 2025 are implemented accordingly.

The EA should consider raising the two wall sections along Wyberton West Road so that they are at the same height as the adjacent sections of embankment, to reduce the potential for future overtopping in this location.

# 1. Introduction

## 1.1 Purpose and limitations of this flood investigation report

On Monday 06 January 2025, Lincolnshire County Council (LCC), in its capacity as Lead Local Flood Authority (LLFA) was notified of flooding to:

Table 1 – Properties covered as part of this investigation; \* A neighbour indicated that Property A experienced external flooding only, but this has not been confirmed directly by the resident at this property

Address	Reference	Reported Extent	Confirmed Extent
Wyberton West Road, Boston,	Property A	Internal	N/A*
Wyberton West Road, Boston,	Property B	Internal	Internal
Wyberton West Road, Boston,	Property C	Internal	Internal
Wyberton West Road, Boston,	Property D	Internal	N/A
Wyberton West Road, Boston,	Property E	Internal	Internal
Wyberton West Road, Boston,	Property F	Internal	Internal
Wyberton West Road, Boston,	Property G	Internal	N/A
Wyberton West Road, Boston,	Property H	Internal	Internal
Wyberton West Road, Boston,	Property I	Internal	Internal
Wyberton West Road, Boston,	Property J	Internal	Internal
Wyberton West Road, Boston,	Property K	Internal	N/A
Wyberton West Road, Boston,	Property L	Internal	N/A
Wyberton West Road, Boston,	Property M	Internal	N/A

Address	Reference	Reported Extent	Confirmed Extent
■ Wyberton West Road, Boston, ■ ■	Property N	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property O	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property P	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property Q	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property R	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property S	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property T	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property U	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property V	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property W	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property X	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property Y	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property Z	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property AA	Internal	Internal
■ Wyberton West Road, Boston, ■ ■	Property AB	Internal	N/A
■ Wyberton West Road, Boston, ■ ■	Property AC	Internal	N/A

Address	Reference	Reported Extent	Confirmed Extent
Wyberton West Road, Boston, [REDACTED]	Property AD	Internal	Internal
Wyberton West Road, Boston, [REDACTED]	Property AE	Internal	N/A
Park Road, Boston, [REDACTED]	Property AF	Internal	N/A
Park Road, Boston, [REDACTED]	Property AG	Internal	Internal
Park Road, Boston, [REDACTED]	Property AH	N/A	Internal
Park Road, Boston, [REDACTED]	Property AI	Internal	N/A
Park Road, Boston, [REDACTED]	Property AJ	Internal	N/A
Park Road, Boston, [REDACTED]	Property AK	Internal	N/A
Park Road, Boston, [REDACTED]	Property AL	Internal	Internal
Park Road, Boston, [REDACTED]	Property AM	Internal	No flooding
Chain Bridge Road, Boston, [REDACTED]	Chain Bridge Road	Road closure	N/A
Wyberton West Road, Boston	Wyberton West Road	Road closure	N/A

During a site visit to Boston, internal flooding within 16 properties was confirmed (Table 1); one further property (Property AH) was confirmed via a response to the LCC questionnaire. Two road closures were also reported.

Having regard to LCC's 'Guiding Principles' for Section 19 flood investigations, it was deemed necessary that a flood investigation report be undertaken pursuant to Section 19 of the Floods and Water Management Act 2010 (as amended).

The purpose of this Section 19 flood investigation report is to:

- Investigate reports of internal flooding to understand and determine the cause of flooding;
- Determine which Risk Management Authorities (RMAs) have relevant flood risk management functions;
- Propose recommendations that may alleviate potential future flooding events or if the affected properties or location should be considered as suitable for a capital project. It is however important to note that this investigation report cannot provide designed or costed solutions and / or enforce those identified RMAs or persons to undertake any of the proposed recommendations.

It should be noted that one property (Property AM) was confirmed as having not experienced any flooding during the Site visit; therefore, it has been discounted from the investigation. A neighbour indicated that Property A experienced external flooding only, but this has not been confirmed by the resident at Property A themselves; in any case, the flood mechanism would be the same as for the other properties on Wyberton West Road.

## 1.2 Sources of evidence

The information used to inform the conclusions of this S19 report is:

- Site visit, including conversations with residents at properties reported to have internally flooded, and observations of nearby watercourses and drainage assets;
- The results of a survey which LCC made available to residents affected by flooding;
- Review of the Environment Agencies (EA) Flood Map for Planning, Risk of Flooding from Surface Water mapping, and GeoSmart's FloodSmart Analytics mapping;
- Publicly available mapping, such as the EA's LiDAR elevation data and British Geological Survey geological data;
- River level gauge data covering the storm event;
- Mapping of LCC's known drainage assets;
- Mapping of Anglian Water's surface and foul sewer network (where available); and
- Relevant information provided by RMAs (where available).

Following receipt and assessment of this information, the likely flood mechanism was determined. Where respondents have not provided information regarding the timing and source of flooding, this has been inferred from Site walkovers as well as the available flood mapping and publicly available records.

Given the source of flooding, issues have been identified within the Site area which contributed to the flooding, and recommendations have been made to resolve these issues.

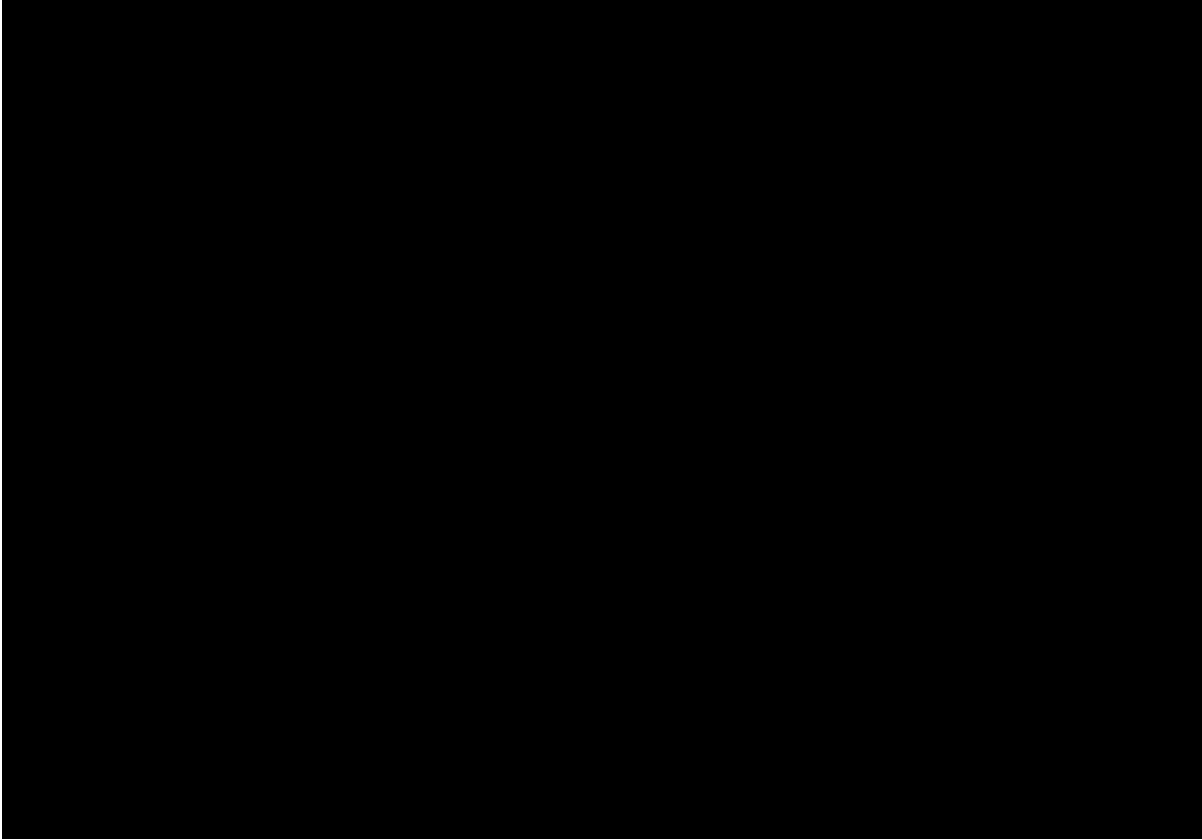
In the case of some Sites, flood mitigation measures have already been implemented following the flood event. Where this has occurred, an indication of whether this would provide satisfactory resolution of the issues has been provided.

Note that much of the data was provided from personal accounts. As such, the completion and accuracy of this information is variable, and in some cases there have been contradictions between nearby residents' accounts.

# 2. Background information

## 2.1 Site location

Properties A to AL are located in the town of Boston (Figure 1). They are situated within the Boston Borough area of Lincolnshire and the internal drainage district of Black Sluice Internal Drainage Board (IDB).



*(Figure 1 – Location of the affected properties)*

Properties A to AD are located along the northern side of Wyberton West Road, comprising a mix of terraced, semi-detached and detached properties. The South Forty Foot Drain (SFFD) forms the northern boundary of each residential plot and is located c. 10 to 40 m north of the dwellings themselves.

An additional property (AE) is located on the southern side of the junction between Wyberton West Road and Park Road, c. 80 m from the SFFD. Meanwhile, Properties AF to AL are located on both sides of the northern section of Park Road, c. 90 to 140 m from the drain.

The SFFD is an artificial channel, designated as a Main River, used to drain the Black Sluice District. The district comprises two catchments: ‘upper’, with elevated ground levels, where runoff accumulates within drainage channels within the district; and ‘lower’, low-lying primarily agricultural land. A map of the Black Sluice catchment is included within Appendix 7.5.

The drain ‘flows’ in an easterly direction through Boston prior to being discharged into the Haven, the tidal outfall channel for the River Witham, via gravity sluices (note: the Black Sluice

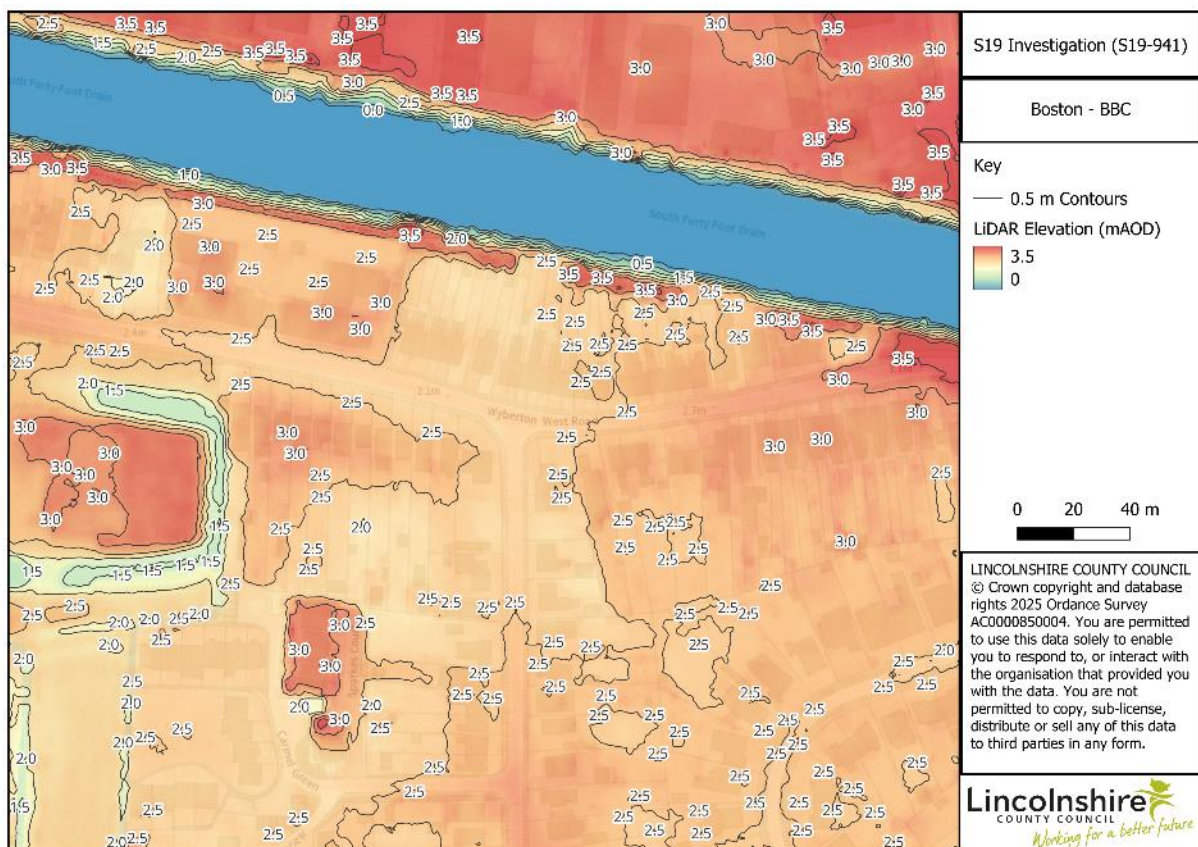
Pumping Station, which previously provided discharge at high tide, will be discussed further in Section 2.5). The Haven eventually discharges into the North Sea, c. 8 km south-east of the properties.

The lower SFFD catchment (which includes the affected properties) is generally underlain by superficial deposits comprising Tidal Flat Deposits, which consist of clay and silt (BGS, 2025) and are classified as Unproductive Strata (EA, 2025). The underlying bedrock is variable but generally comprises mudstone with an associated Unproductive Strata classification.

The underlying clayey setting is likely to reduce the possible infiltration of rainfall, even under optimal conditions, with the model report for the Black Sluice Catchment noting that saturation of the soils in the upper catchment can occur rapidly (Mott MacDonald, 2016).

An IDB maintained watercourse is located c. 5 m to the east of Property AD, with an outfall into the SFFD; however, at this stage it is not considered relevant to the flooding that occurred on 06 January 2025.

Properties A to AD are located in a local topographic low relative to the surrounding land (Figure 2). Wyberton West Road falls towards the junction with Park Road from both directions, while Park Road itself falls in a northerly direction. The affected properties are generally located on lower ground compared to adjacent unimpacted properties, with the highway falling towards Properties A to AD. Properties AF to AL are also noted to be located at a lower elevation than Park Road.

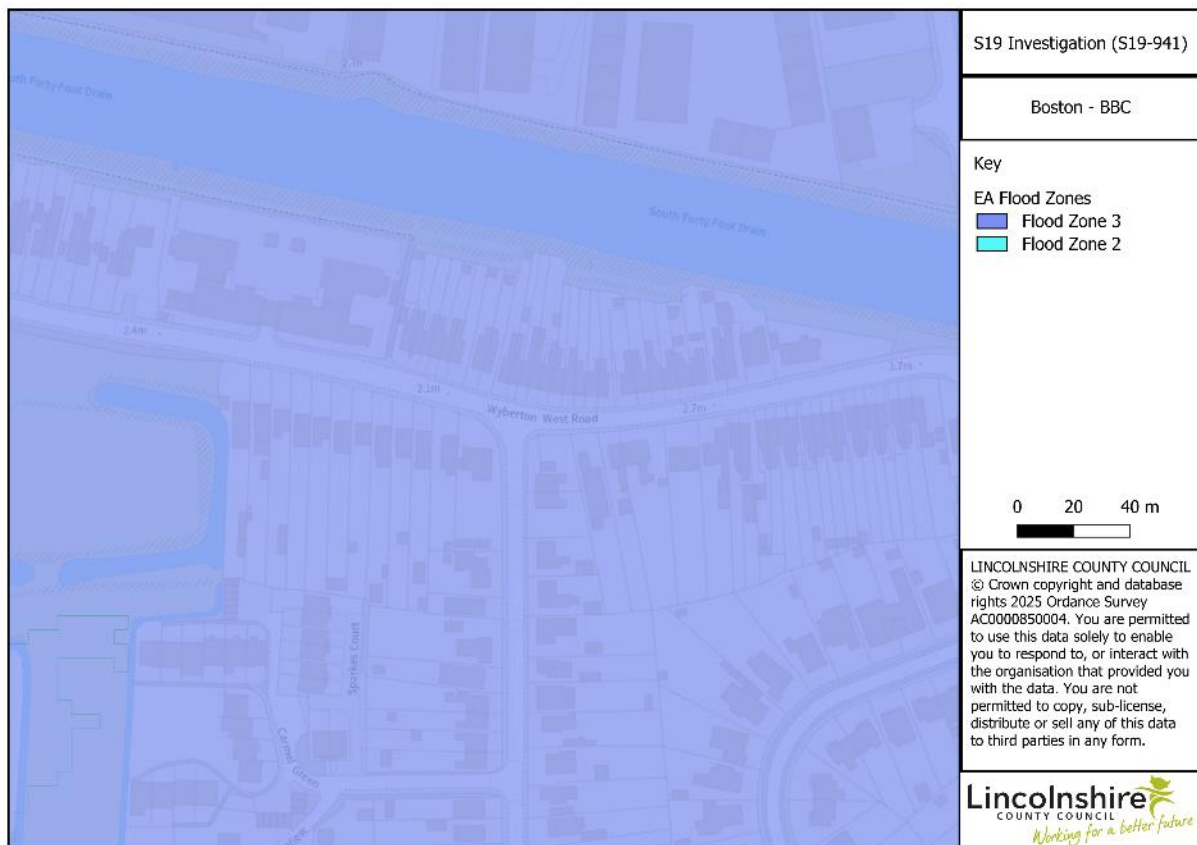


(Figure 2 – LiDAR elevation data for the affected area)

High ground associated with the southern bank of the SFFD is located along the northern boundary of the residential plots for Properties A to AD, with notable decreases in this level at Properties R to U and D to F.

## 2.2 Flood risk overview

According to the EA's Flood Map for Planning Purposes, the properties are located in the EA's tidal Flood Zone 3, which indicates it has a High probability of tidal flooding (Figure 3).



(Figure 3 – Flood zone mapping for the properties and surrounding area)

According to the EA's Risk of Flooding from Rivers and the Sea (RoFRS) mapping, the properties occupy land that have a Low risk of fluvial and tidal flooding.

According to the national scale Risk of Flooding from Surface Water (RoFSW) mapping, the area surrounding the properties has a variable present day risk of flooding from surface water, ranging from Very Low to High. However, as the January flood event was caused by fluvial flooding, further consideration of surface water flood risk is not considered relevant in this context.

According to GeoSmart's FloodSmart Analytics mapping, the properties and surrounding area are all at Very Low risk of groundwater flooding.

The RoFRS and national scale RoFSW mapping uses the following classifications:

- High risk – an area has an annual chance of flooding greater than 3.3%;
- Medium risk – an area has an annual chance of flooding of between 1% and 3.3%;

- Low risk – an area has an annual chance of flooding of between 0.1% and 1%; and
- Very Low risk – an area has an annual chance of flooding less than 0.1%.

It should be noted that the above analysis carries the following disclaimer (EA, 2025):

*“All information, particularly the likelihood of surface water flooding, is a general indicator of an area’s flood risk. As such, it is not suitable for identifying whether an individual property will flood. This service uses computer models to assess an area’s long-term flood risk from rivers, the sea, surface water and some groundwater. It does not include flood risk from sources such as blocked drains and burst pipes.”*

## 2.3 Drainage arrangements

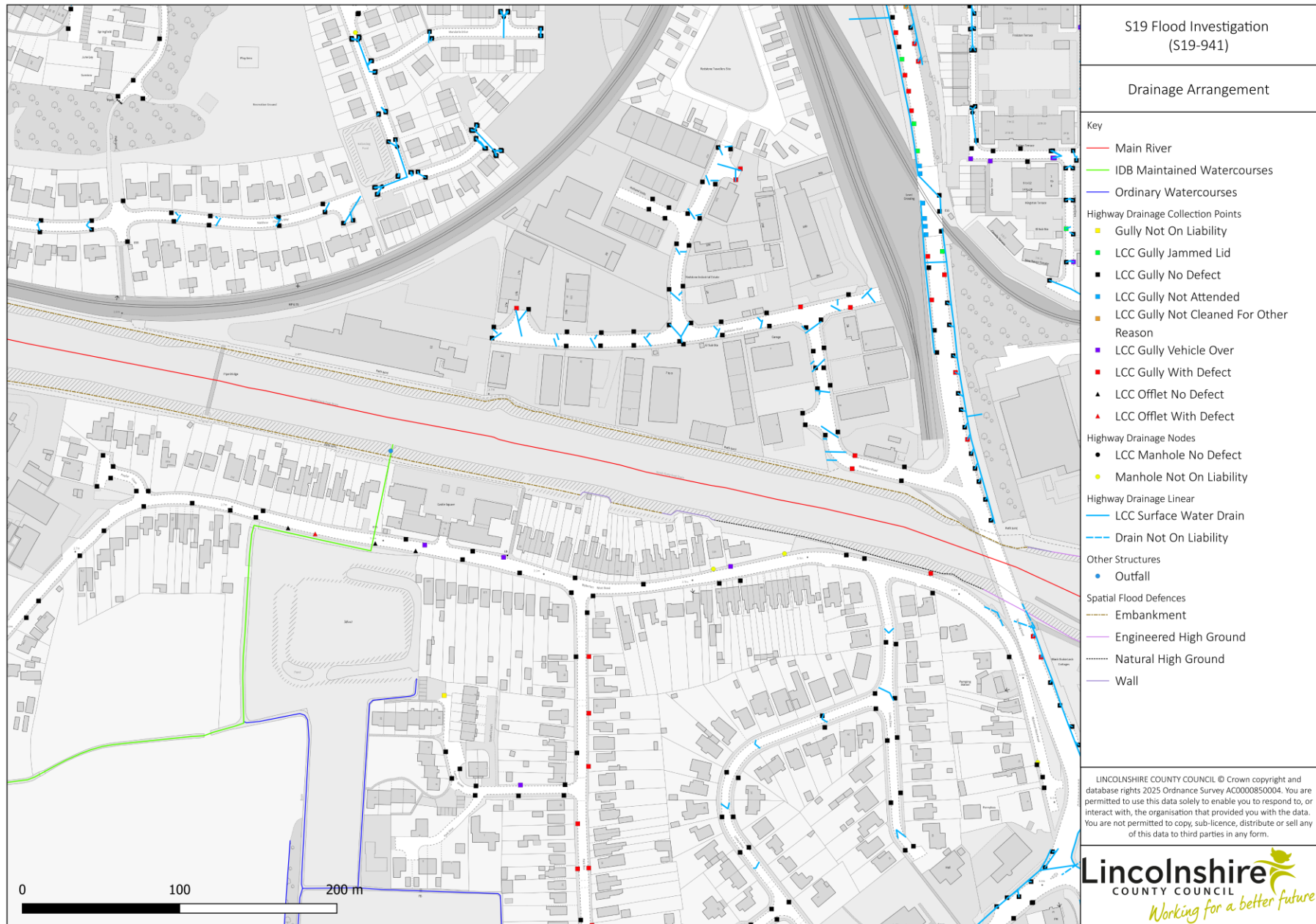
Highway and public sewer asset data were reviewed as part of the investigation. However, as there is no supporting evidence to indicate that they were a significant contributory factor to the observed internal flooding, they are not deemed relevant and therefore have not been assessed further.

Flood defences are present on the southern bank of the SFFD (as indicated within Figure 4). These defences comprise a mixture of walls, embankments and natural high ground:

- Natural high ground is located adjacent to Property B, with an effective crest level of 3.84 mAOD. The defences are estimated to provide protection up to a 1 in 20 year (5% AEP) event and are recorded as having a condition grade of 3 (‘fair’);
- Two sections of flood walls are located adjacent to Properties B to F and P to U, with effective crest levels between 2.80 and 2.88 mAOD (Photographs 1 to 3 in Appendix 7.3). These crest levels are validated by a post-incident flood wall survey undertaken by the EA as part of their review of the flood event (see Section 3.3). The defences are estimated to provide protection up to a 1 in 20 year (5% AEP) event and are recorded as having condition grades of 3 (‘fair’) to 4 (‘poor’);
- The remainder of defences along this section of the SFFD comprise embankments with effective crest levels between 2.90 and 3.03 mAOD; The defences are estimated to provide protection up to a 1 in 20 year (5% AEP) event and are recorded as having a condition grade of 4 (‘poor’).

Consultants from GeoSmart Information Ltd visited the properties and surrounding area on 13 and 14 March 2025. As part of the visit, the drainage network on Wyberton West Road and Park Road was inspected, which confirmed that gullies and offlets are present along both highways in the same arrangement as included within LCC records.

A linear drain was observed along the kerb line between Properties O and T, which appeared blocked with silt in places (Photograph 7 in Appendix 7.3).



(Figure 4 - Known drainage assets included within LCC records along Wyberton West Road at the time of publication)

An inspection of the defences along the southern bank of the SFFD indicates that they are present in the recorded arrangement. The EA's asset information, including the post-incident wall survey undertaken as part of the review of the flood event (see Section 3.3), suggests that the sections of flood wall are only c. 0.1 to 0.3 m lower than the adjacent sections of embankment. It should be noted that several residents reported that the wall had been sealed subsequent to the 06 January 2025 flood event (Photograph 4 in Appendix 7.3), which is also discussed within the EA's review of the flood event (see Section 3.3).

At the time of the Site visit in March 2025, the SFFD had a water level c. 3 m lower than the bank height and appeared to have a modest flow.

## 2.4 Previous flood incidents

Whilst several S19 flood investigations have been conducted within Boston, none of these are within close proximity to the affected properties; therefore, they are not considered relevant to the 06 January 2025 flood event. The properties were not impacted during the 2013 tidal surge event (which caused widespread flooding along the River Witham).

Numerous reports of blocked drains and previous flooding along Wyberton West Road have been made. The majority of these reports relate to blocked drains on the highway, which is not considered relevant to the flood investigation and therefore have not been analysed further. The following relevant reports have been identified:

- Sinking of the bank along the SFFD was reported adjacent to Wyberton Road in October 2016 (ref: 240325). The bank was reported to be safe and secure, but the enquiry was noted for future monitoring.
- Regular flooding was reported in the rear garden at Property AF in February 2024 (ref: 4190412). The enquiry was listed as having a job raised and committed, although it is not known what subsequent actions (if any) were taken.

According to the EA's Historical Flood Map, no fluvial or tidal flood incidents have previously affected the Site.

The South East Lincolnshire SFRA (South East Lincolnshire Joint Strategic Planning Committee 2017) does not include any information regarding historical flood incidents within the vicinity of the properties.

Anecdotally, during the Site visit, the residents all reported that their properties had not previously experienced flooding, and that the wall along the southern bank of the SFFD had not previously overtopped. One resident (at Property F) indicated that they had previously experienced flooding in their garden, which was also mentioned within the EA's review of the flood event (EA, 2025) as a result of seepage through the right bank of the SFFD.

## 2.5 Control structures for the SFFD

The SFFD discharges into the Haven c. 300 m east of the properties. At present this occurs by gravity using sluices; in the past, a pumping station also contributed to this. These assets,

sometimes referred to collectively as the Black Sluice complex, are discussed in more detail in Sections 2.5.1 and 2.5.2. Further discussion of the upstream assets is provided in Section 2.5.3.

Information regarding the control structures has been obtained from the EA's reporting on the Black Sluice Catchment Works, including a Summary Report (2013), Stage 3a – Options shortlisting (2015), Consultation Document (2015), Black Sluice Internal Drainage Board Joint Position Statement (2015), Consultation Response Document (2016), Economic Appraisal (2016) and Black Sluice Catchment briefing note (2019). Information regarding the upstream pumping stations has been obtained from Black Sluice IDB's Emergency Response Plan (2024).

The operation of each flood structure on 06 January 2025 is discussed separately within Sections 3.3, 3.4 and 3.5.

### 2.5.1 Gravity sluices

At present, flows from the SFFD are discharged into the Haven via two tidal sluices (Photograph 13 in Appendix 7.3). These sluices can discharge up to 45 m<sup>3</sup>/s each and are designed to operate automatically when the river is higher than the tidal level. During typical conditions, Gate 1 is used to discharge flows; during periods of high river flows, Gate 2 (which doubles as a navigational lock) is also used. £1 million was spent in inspecting and refurbishing the sluices so they were fit for purpose in 2020.

### 2.5.2 Black Sluice Pumping Station (BSPS)

The BSPS was constructed in 1946 with three pumps; two further pumps were installed in 1966 (Photograph 12 in Appendix 7.3). The BSPS was used to discharge flows from the SFFD during periods where extreme flows coincide with high tide and was operated by the EA.

The Black Sluice Catchment Works Study began in 2012 as an appraisal into how to effectively manage flood risk within the Black Sluice catchment into the future. However, a storm surge occurred in December 2013, which resulted in three of the five pumps at the BSPS being damaged beyond repair; the estimated cost for repairing the remaining two pumps and refurbishing the pumping station was estimated at £15 to 20 million.

As part of subsequent works, the appraisal found that the BSPS was used for 2-3 days per year (i.e. when high tide coincides with extreme flows on the SFFD). Modelling was undertaken, which indicated that the decommissioning of the BSPS would result in a modest increase in flooding of agricultural land but would not result in an increase in flood risk to property. The appraisal noted the pumping station does not provide protection to properties because:

- The fourth and fifth pumps (commissioned in 1966) were designed to accommodate the additional flows associated with the proposed widening of the SFFD channel, which did not occur;
- The BSPS is used less than 1% of the time, with the sluices able to accommodate the flows for the majority of the time;
- When the BSPS is used, discharging flows via the sluice is delayed.

Several options for managing flows on the SFFD were shortlisted, including decommissioning the pumping station (with either maintenance or armouring existing low points on the SFFD)

and refurbishing two of the five pumps, with their transfer to Black Sluice IDB (also with maintenance and/or bank reinforcements). An economic appraisal found that decommissioning the pumping station with the continuation of maintenance had the highest average benefit cost ratio, with decommissioning the pumping station and sustaining the banks considered to be the best option. Refurbishing the pumping station was not considered to be economically viable.

A consultation was conducted, which indicated that most residents supported refurbishment of the BSPS and its transfer to the IDB. There was also support for armouring low points on embankments.

Following the appraisal, the decision to decommission the BSPS, paired with reinforcing low points on the banks, was made in 2018. As of 2019, works to support this included de-silting of the channel, bank armouring works, natural flood management in the upper catchment, and a pilot study into how the classification of the SFFD could be changed to ordinary watercourse which would result in the SFFD falling under the jurisdiction of Black Sluice IDB.

### 2.5.3 Upstream pumping stations

Upstream of Boston, water levels on the SFFD are controlled by 32 pumping stations, which pump water from tributaries and lowland drainage ditches into the channel.

During periods of high river levels, Black Sluice IDB (who have responsibility for water level management on ordinary watercourses within the Black Sluice catchment) implements an Emergency Response Plan when levels at Black Hole Drove Pumping Station reach 2.3 mAOD. As part of this, when the water level at Black Hole Drove Pumping Station exceeds 2.7 mAOD, the pumping stations along the SFFD are switched to their emergency profile (The SFFD is considered to be at risk of overtopping its banks if the water level at the same station reaches 2.7 mAOD.).

Through correspondence with Black Sluice IDB it is understood that implementation of the emergency pumping profiles results in approximately 70% of the pumping stations being switched off, although it is worth noting that this is not a binary outcome, i.e., pumps on or off. Due to the introduction of telemetry levels are instead maintained within 300mm of highest known levels thereby reducing (but not eliminating) inflow into the SFFD whilst also minimising the risk of overtopping of upstream catchments.

## 3. Flood event

### 3.1 Conditions prior to the flooding

Prior to the flooding event, rainfall conditions were normal across the wider Lincolnshire area.

During November 2024, the Lincolnshire and Northamptonshire area received an average rainfall of 58mm (equivalent to 103% of the long term average) which was classified as within normal range.

Normal conditions continued through December 2024. During this month, the Lincolnshire and Northamptonshire area recorded an average rainfall of 67mm (equivalent to 120% of the long term average). Groundwater levels remained normal or higher following the normal levels of rainfall the Lincolnshire and Northamptonshire area had received. During the month, soil moisture deficits had also decreased, indicating that in general Lincolnshire was slightly wetter than normal for the time of year (EA, 2025).

Following on from this, an Atlantic low-pressure system brought significant rainfall and snowfall across Lincolnshire on 05 and 06 January 2025 (Met Office, 2025). Some locations within Lincolnshire received over 50 mm of rain, equivalent to a whole-month's average rainfall over a two-day period. On 05 January, several weather stations recorded their wettest January day on record including Cranwell, (30.8mm, 111 years of recorded data) and Coningsby (33.2mm, 60 years of recorded data).

Temperatures overnight on 05 and 06 January 2025 were around 0°C, which meant that in many cases the surface of the ground was frozen and covered with a layer of snow. These factors likely resulted in an increase in runoff rates as rainfall was less able to infiltrate into the ground, causing increased overland flow and subsequent rapid rising of river levels.

High tide occurred at 10:38 and 22:59 on 06 January 2025.

To gather more information regarding the antecedent conditions and events of 06 January 2025, the Environment Agency, Black Sluice IDB and Boston Borough Council were contacted. Information provided by the Environment Agency is included within Sections 2.5 and 3.3.

## 3.2 Rainfall and telemetry analysis

### 3.2.1 Rainfall analysis

The closest available rainfall gauge is the Frampton Gauge (ref: E46361), c. 3.6 km south of the properties. Rainfall data from this gauge for 05 to 08 January 2025 has been considered as part of this investigation (Figure 5).

The rainfall data was captured by the Met Office's Radar technology and made available from the Meniscus Analytics Platform. Annual chance events were calculated using the FEH2013 DDF model (c). The result of these calculations is summarised within Table 2.

This rainfall data indicates that low intensity rainfall occurred on the morning of 05 January 2025, with occasional rainfall in the afternoon. Intense rainfall then began around 23:00 on 05 January 2025, reaching a peak intensity of c. 8 mm/hr around midnight. Rainfall continued with bursts of high intensity rainfall until c. 11:00 on 06 January, following which rainfall decreased in intensity. Rainfall ceased around 15:00. The result of these calculations is summarised within Table 2.

Analysis of the rainfall data indicates that the rainfall event was equivalent to a 1 in 1.9 annual chance rainfall event (53% Annual Exceedance Probability).

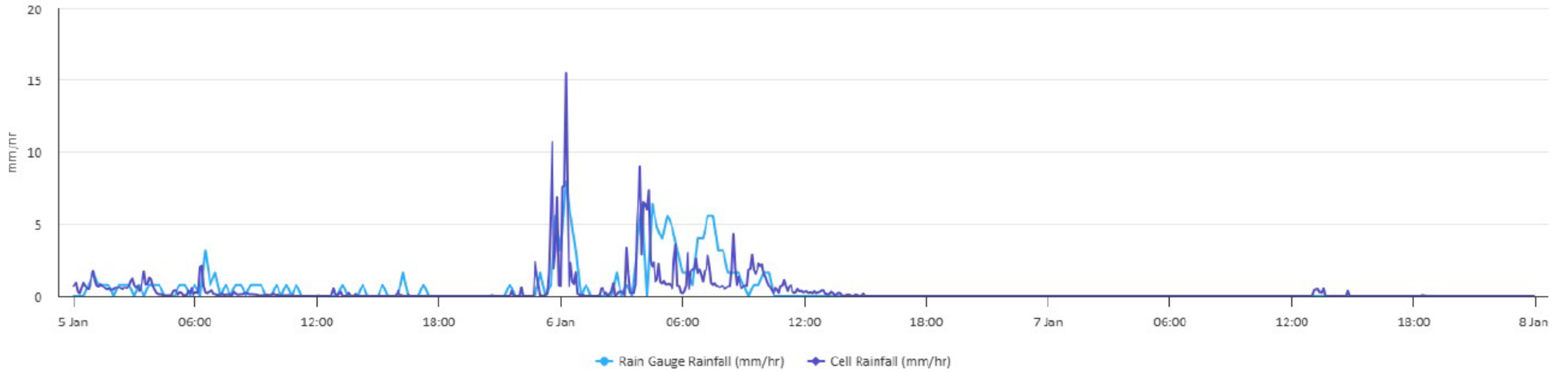
To provide further context regarding the catchment, rain gauges in the upper SFFD catchment were also considered (Osournby, ref: E1606; and Guthram Gowt, ref: E25041). These gauges generally recorded a similar timing of rainfall as Frampton Gauge, with rainfall beginning around 23:00 on 05 January 2025. Modest differences in rainfall intensity are noted, with Osournby Gauge recording more intense rainfall earlier in the day on 05 January compared to other gauges.

Note that rainfall intensities and depths vary across an area, and therefore the rainfall data included should be used as an indicative guide only. Additionally, the rainfall data does not fully account for the snowfall and snowmelt experienced across high ground in Lincolnshire. Vegetation cover is also noted to be at its lowest level during the winter months, which reduces the proportion of rainfall intercepted by trees and plants and contributes to increased runoff within the catchment.

Table 2 – Summary of available rainfall data for the properties; \*Calculated via the FEH13 Annual Maximum method.

Rainfall duration (hours)	Rainfall depth (mm)	AEP*
34	35	1 in 1.9 (53%)

Rainfall for Cell 532394,342919 (05/01/2025 00:00 to 08/01/2025 00:00) mm/hr



(Figure 5 – Rainfall intensities for Cell 532394, 342919, between 05 and 08 January 2025.)

### 3.2.2 River level and flow analysis

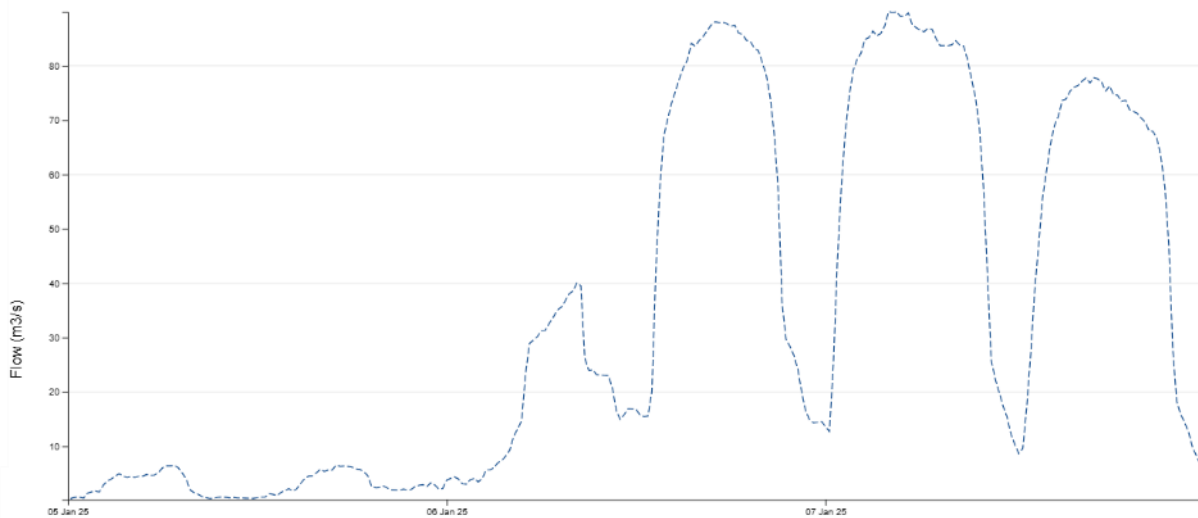
Several EA-operated monitoring stations are located on the SFFD or associated tributaries. River flow data from these gauges has been analysed as part of this investigation.

Hubberts Bridge monitoring station is located on the SFFD, c. 5 km west of the properties, at grid reference 526930, 343640. This monitoring station indicates that flows in the lower catchment of the SFFD have synchronicity with the tides; the greatest flows occur at low tide, as this is when flows can be discharged via the gravity sluice.

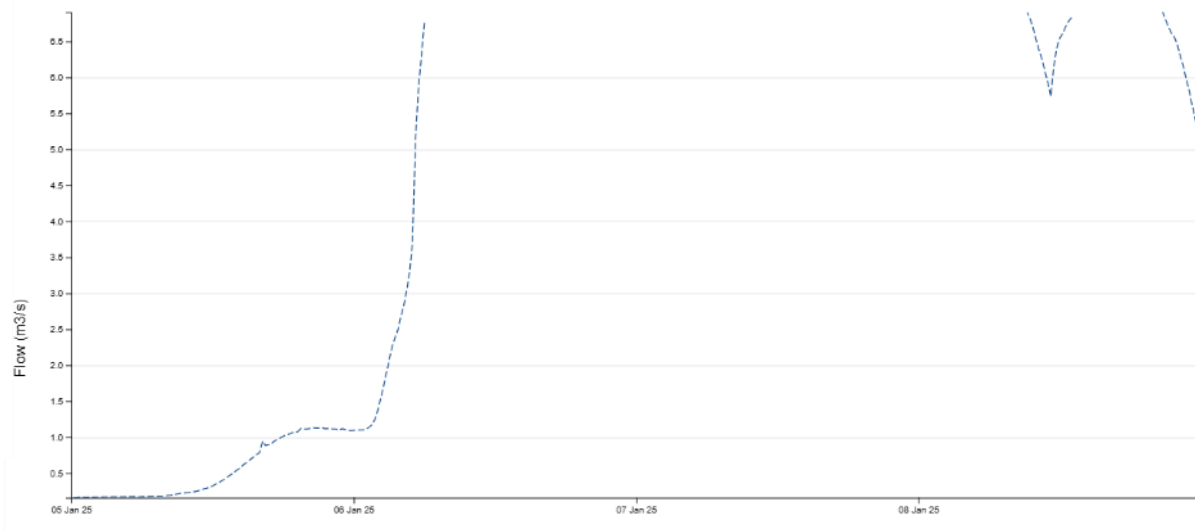
Flows began to increase in the early hours of 06 January 2025, peaking at 40 m<sup>3</sup>/s at 08:00 (flows were c. 3 m<sup>3</sup>/s at midnight) (Figure 6). The drop in flows (and lower rate of increase of flows) is noted to occur c. 0.5 hours after Gates 1 and 2 were fully opened (see Section 3.3). Flows reached a low of 15 m<sup>3</sup>/s at 11:00 then rose to 88 m<sup>3</sup>/s at 18:00, oscillating with the tide. Subsequent lows in the flow occurred at 23:00 on 06 January and 12:00 on 07 January, and highs were recorded at 04:00 and 16:00 on 07 January.

Rippingale monitoring station is located on the Rippingale Running Dyke, a tributary of the SFFD, c. 26 km south-west of the properties. This gauge provides context regarding the behaviour of flows in the upper reaches of the SFFD.

This indicates that flows in the Rippingale Running Dyke began to increase rapidly at 02:00 on 06 January; the peak flow cannot be identified as it exceeded the maximum measurable flow for this gauge (Figure 7). Flows fell within the recordable range briefly on 08 January and fell across 09 January.



*(Figure 6 – River flows in the lower reaches of the SFFD between 05 and 08 January 2025, as measured at Hubberts Bridge Gauge.)*



(Figure 7 – River flows at Rippingale Running Dyke, a tributary of the SFFD, between 05 and 08 January 2025, as measured at Rippingale Gauge.)

### 3.3 EA review of flood event

Following the 06 January 2025 flood event, the EA have conducted their own review of the events of flooding.

The EA’s review indicated that a maximum flood level of 3.02 mAOD was recorded at the closest point to the properties (Chain Bridge Pumping Station), at 00:00 on 07 January 2025. The recorded level is understood to be greater than the 1 in 1000 year (0.1% AEP) flood level identified during the earlier SFFD modelling, including an allowance for climate change.

The EA held a routine inspection for the flood defences adjacent to the affected properties in June 2024, which indicated that there had been settlement and joint failures in these walls; these issues had not been resolved prior to the flood event. The EA also noted that seepage through the right bank of the SFFD has occurred since 2021, with standing water in gardens during periods of high river levels. As such the EA identified that seepage through the walls (as well as overtopping) likely occurred during the 06 January 2025 flood event. It should be noted that resealing works occurred between the flood event and prior to the Site visit for this S19 flood investigation (i.e. between mid-January and early March) (Photograph 4 in Appendix 7.3).

The two sections of wall were surveyed as part of the EA review, which indicated that the walls have respective minimum crest levels of 2.80 and 2.88 mAOD, up to 0.22 m beneath the nearest measured flood level, confirming that overtopping occurred.

In December 2024, the automatic controls for Gate 2 (one of the two sluices used to discharge flows from the SFFD into the Haven) was being relocated, which meant that the sluice needed to be manually operated. On 16 December 2024, Gate 1 experienced a gear box issue; the part to fix this was estimated to take at least one month to arrive. As such, it was kept closed, with Gate 2 (in manual mode) used to control flows. Gate 1 was manually opened fully at 07:45 on 06 January, and 04:13 for Gate 2; the EA concluded this allowed discharge from both gates for a full tidal cycle before peak flows reached Boston.

The EA reviewed the details of the emergency response plan for Black Sluice IDB, and noted that due to the extreme rainfall in January 2025, most pumping stations continued to pump water into the SFFD to avoid local flooding and as such the EA recommended that the emergency response plan be reviewed as part of long-term strategic planning.

It should be noted that the EA confirmed within the review that fluvial Flood Warnings for the SFFD are not available as it passes through Boston, due to the absence of any trigger thresholds.

### 3.4 Black Sluice IDB review of flood event

Black Sluice IDB undertook an investigation of the flood event, the results of which were shared with affected residents. This report has been reviewed to help inform the conclusions of this S19 flood investigation.

Black Sluice IDB enacted their Emergency Plan at 08:32 on 06 January 2025, once the water level on the SFFD exceeded a critical threshold. As part of this, the pumping stations along the SFFD undertook emergency profiles for pumping to mitigate the flooding.

A flood alert was first issued at 02:06 on 06 January 2025 for minor watercourses of the SFFD, with flood warnings issued for various sections of the SFFD and associated discharge channels throughout the day. No flood warning was issued to Boston.

The report indicated that critical levels were reached on the SFFD in Boston in the late evening of 06 January, surpassing the maximum Storm Henk level of 2.6 mAOD at 22:27. Flood waters were witnessed on Wyberton West Road and Chain Bridge Road at 23:40. Tidal lock conditions were in place between 19:00 and 24:00, preventing discharge from the Black Sluice complex during this time. Once the sluice began discharging flows around 24:00, the IDB noted that water levels fell quickly.

The IDB undertook a simple quantitative analysis of the possible impacts that the two pumps at BSPS could have had, should they have been operational on 06 January 2025. This calculation concluded that 540,000 m<sup>3</sup> of water could have been discharged during the period of tidal locking by the two pumps, potentially lowering the water level by up to 1.23 m. Although, having said the above, it was noted by the EA that these calculations did not account for inflows from the channel upstream so the lowering of water levels by up to 1.23m could not have been achieved.

The IDB flagged that the sluices by BSPS were not fully open until c. 06:00 on 06 January; they therefore concluded that water levels on the SFFD were not as low as they could have been prior to the flood event.

### 3.5 Flooding mechanism(s) and causation

#### 3.5.1 Reported flooding

Consultants from GeoSmart Information Ltd visited the properties and surrounding area on 13 and 14 March 2025. During this visit, conversations were held with residents of the properties to confirm the timing, extent and depth of flooding, with residents available to

speak to at 15 properties (c. 40% of those affected). Information provided within responses to the LCC questionnaire made available to residents affected by flooding has also been used, with five responses received. Photographic evidence of the flooding is provided later in this section (Figures 8 to 12).

The residents generally had consistent accounts of the flooding, with the majority of properties first flooding around 23:00 to 24:00 on 06 January 2025. Flood waters remained in the properties for any time between 1 hour and 2+ days, with the most commonly reported duration being 2-3 hours.

Flood waters entered the properties through a variety of means: doors, floors, air bricks, and internal drains were all reported as entry methods. The most common method of water entry for Properties A to AB (immediately to the south of the SFFD) was the back door (as shown in Photograph 8 in Appendix 7.3), with flood waters reported to be flowing in a southerly direction towards the highway. Several residents also reported surcharging of toilets, baths and drains. Meanwhile, flood waters more commonly entered via the front door for Properties AF to AL, along Park Road.

Flood depths within the dwellings themselves were also variable, with maximum depths between carpet level seepage and 0.30 m reported within the buildings themselves. Higher depths were reported externally, with many of the properties having an outbuilding or garage that was also impacted. Flood depths in the gardens generally reached 0.30 to 0.60 m on Wyberton West Road, with a maximum depth of 1 m reported; depths of 0.25 to 0.30 m were reported within gardens along Park Road. These depths are consistent with those reported within the EA's review of the flood event. There is no obvious correlation between internal flood depth and location.

50% of the properties experienced a power cut, with 25% reporting problems with toilets or drainage systems. Approximately 33% of the properties were reported to not have had any problems with utilities.

33% of residents reported they were unable to leave their properties during the flood event, with 47% reporting that they could only leave by wading through flood waters. The remaining 20% of residents reported that they were able to leave their homes. It should be noted that, according to information provided by Boston Borough Council, the majority of residents chose to remain in their homes throughout the flood event.

The source of flooding was unanimously attributed to high levels on the SFFD, with the closure of the BPS frequently cited as contributing factor. Residents along Wyberton West Road reported overtopping at two wall sections adjacent to Properties B to F and P to U. This led to floodwaters flowing southward from the SFFD towards the highway, inundating Properties A to AB from the rear. Several residents also noted that flood waters travelled via alleyways between properties, contributing to flooding along Wyberton West Road with flows generally moving westward.

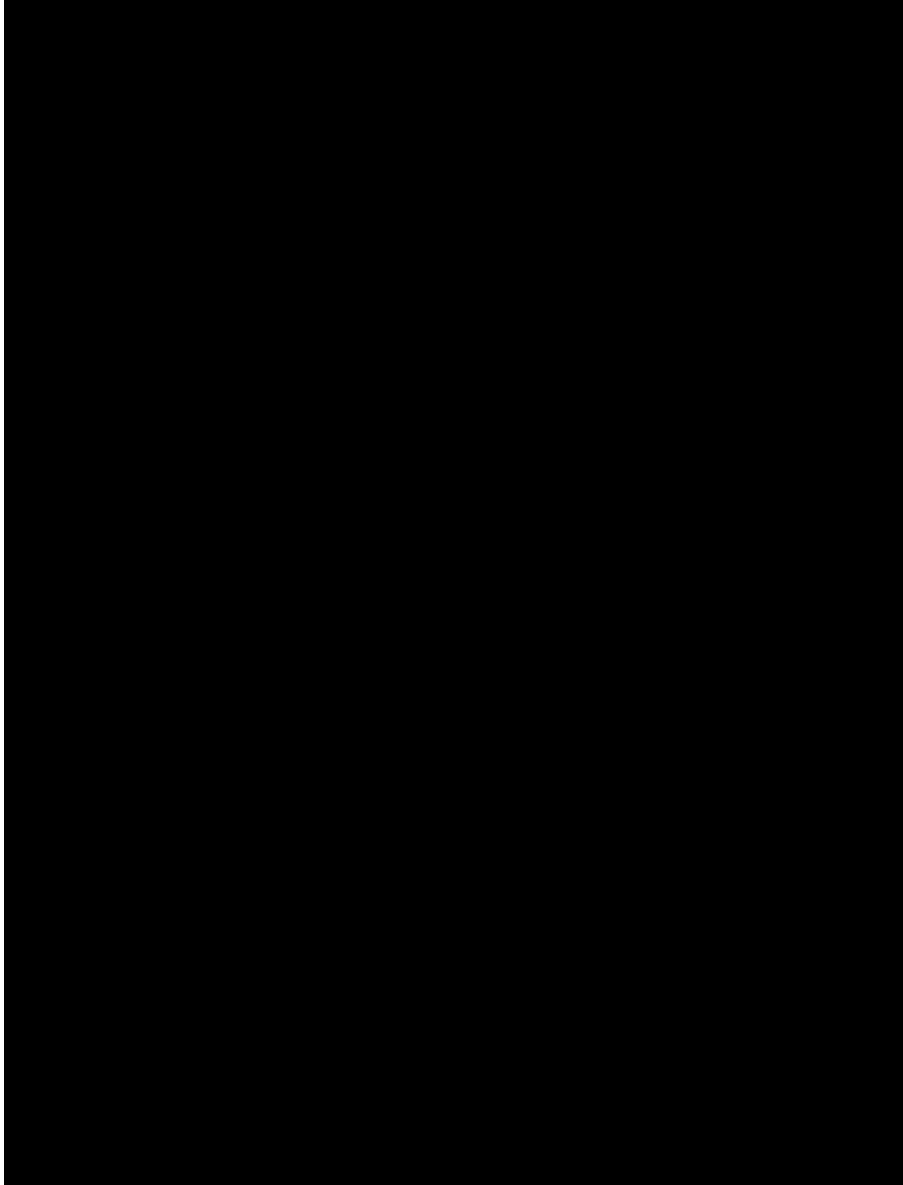
The residents along Park Road reported that flood waters also flowed down this highway towards their properties (Figure 9). The resident at Property AG indicated that flood waters also flowed through the garden and indicated that flooding may have initially come from this direction. The resident at Property AL indicated that the speed bump adjacent to them on

Park Road caused flows to be diverted in their direction (and prevented water from continuing south).

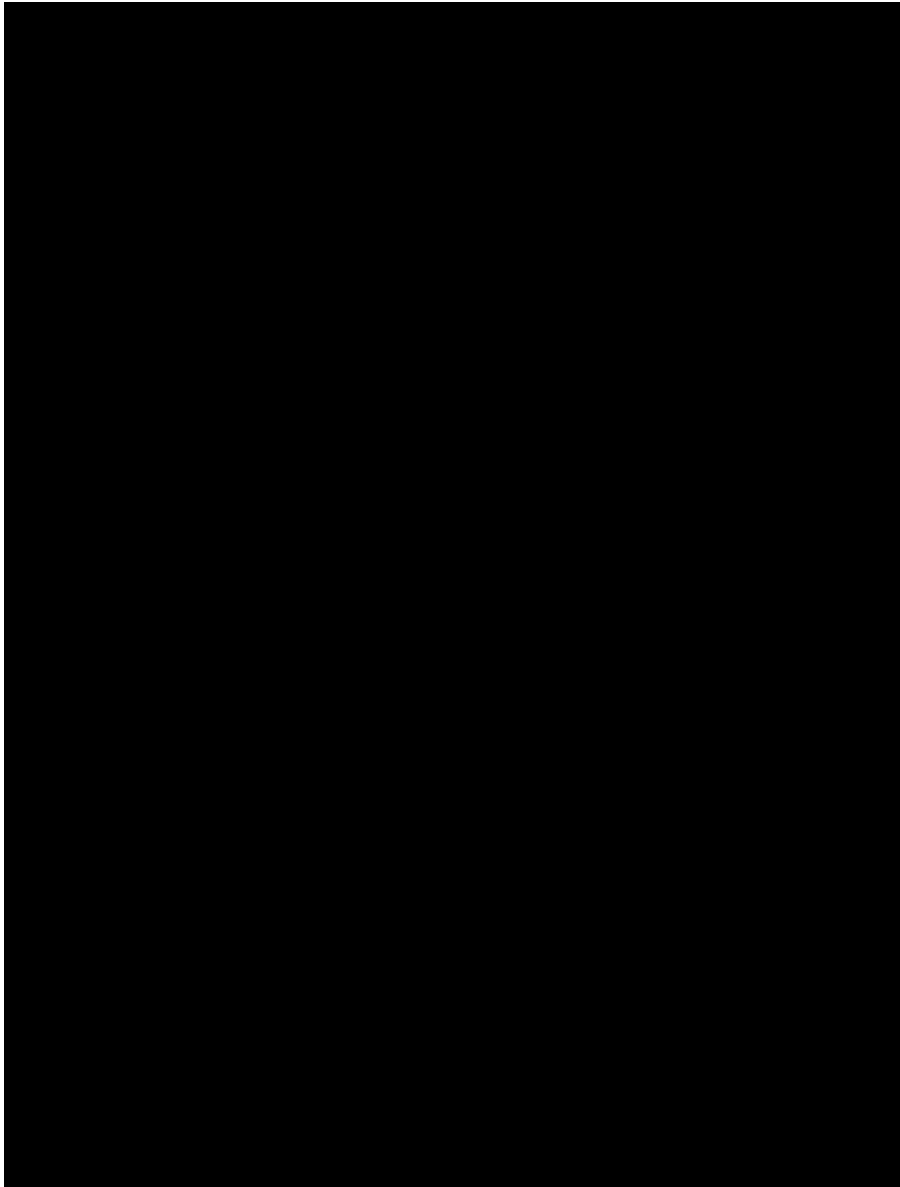
The resident at Property AD, which is located c. 90 m west of the majority of the affected properties on Wyberton West Road, indicated that flood waters flowed in a westerly direction along the highway and accumulated in their driveway (Figure 12). This resulted in flood waters entering via their front door. They confirmed that overtopping of the flood embankment did not occur adjacent to their property.

Numerous enquiries to LCC on 07 January 2025 (including refs: 2828996, 2829146, 4200027 and 4200093) indicate that residents were concerned that flooding would re-occur at subsequent high tides, requesting sand bags as a result.

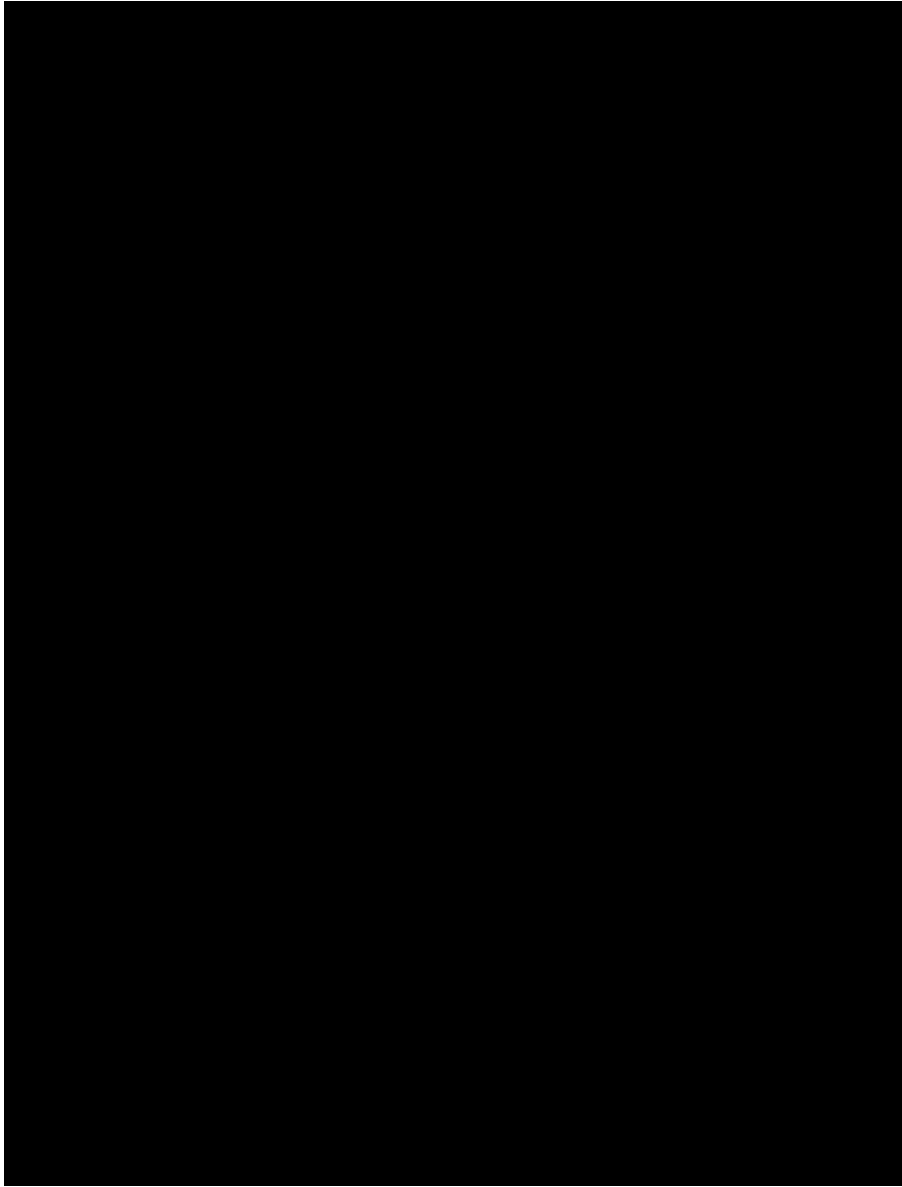
The residents were generally positive about the involvement of Boston Borough Council during the flood event, noting that councillors attended the scene on the night of 06 January 2025 to check on and assist residents. The fire brigade carried out pumping operations to remove flood waters from Wyberton West Road. Feedback on the delivery of sandbags by LCC was mixed; one resident reported that that they were mistakenly delivered to the wrong address on Park Road, leaving the affected properties without them.



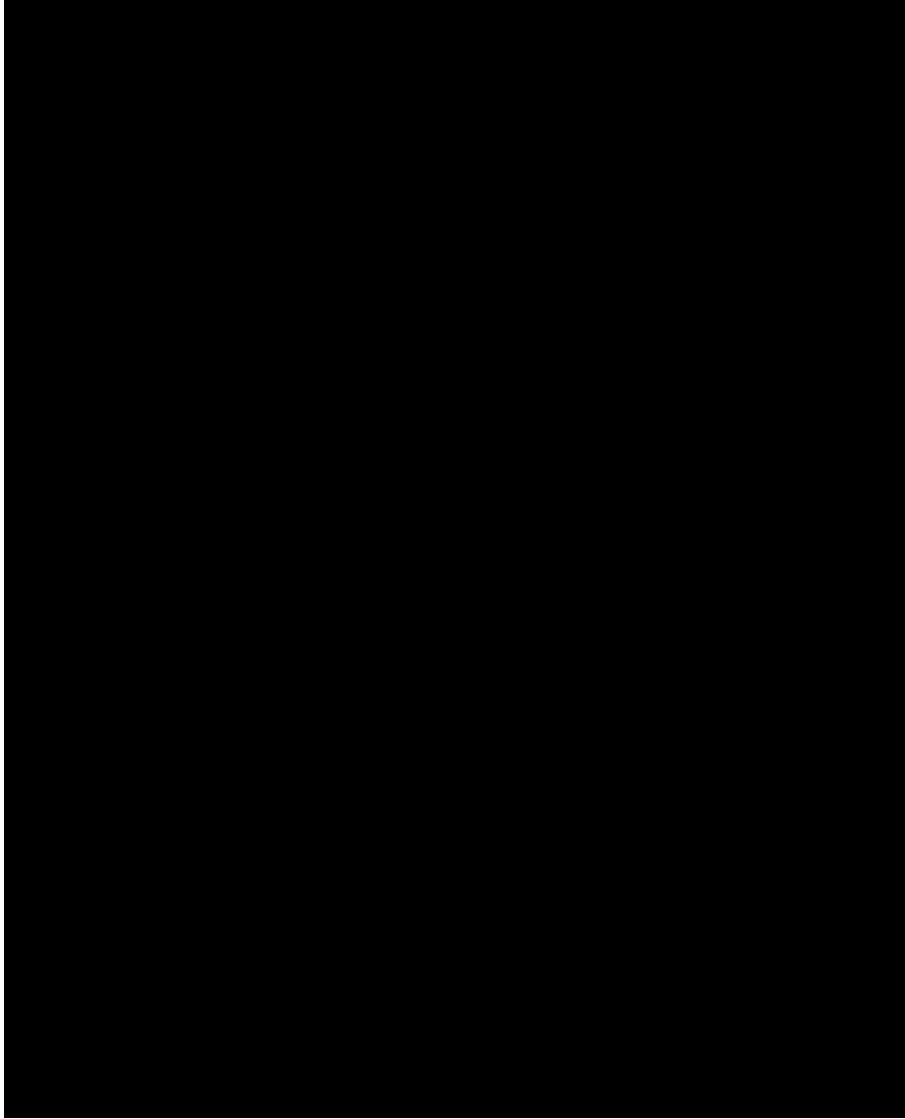
*(Figure 8 – Flooding at Property B, as provided by the resident)*



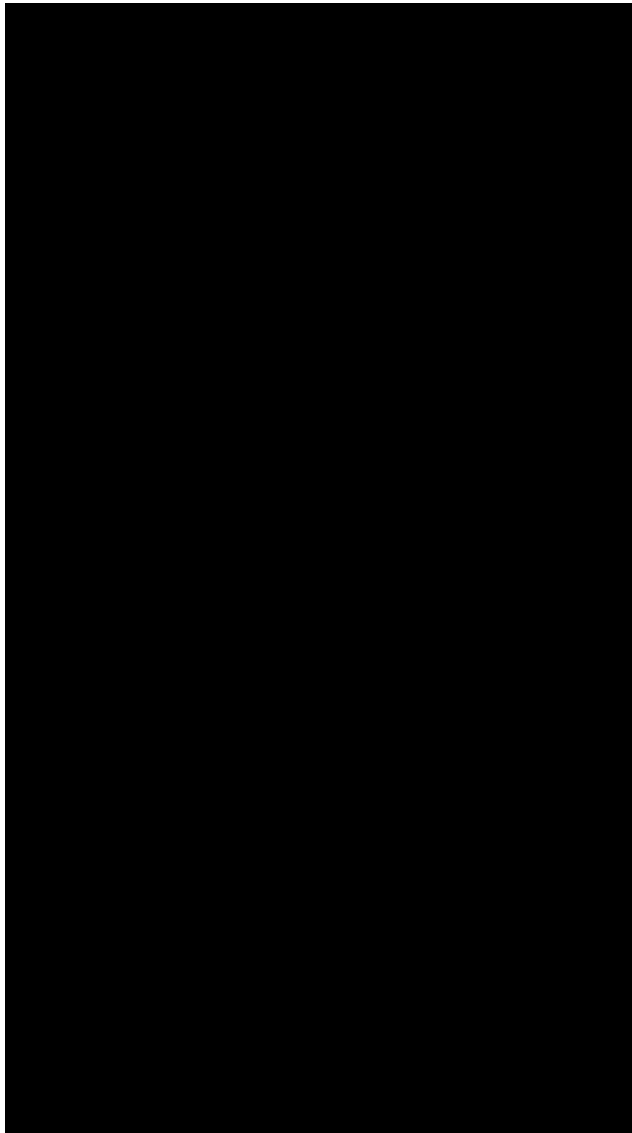
*(Figure 9 – Flooding along Park Road, as provided by the resident of Property AL; facing north)*



*(Figure 10 – Flooding in the driveway at Property AL, as provided by the property resident)*



*(Figure 11 – Internal flooding at Property B, as provided by the resident)*



*(Figure 12 – Flooding at Property AD, as provided by the resident; facing north)*

### 3.5.2 Investigation findings and conclusions

From information provided by the residents of the affected properties, an inspection of the properties and surrounding area, and the EA and IDB's review of the flood event, it can be deduced that flood waters were primarily derived from the SFFD, with the water level driven by intense rainfall. Flooding may have been exacerbated by issues in the management of flood assets in the surrounding area (as discussed later in this section).

During the night of 05 January 2025 and early hours of 06 January, the Black Sluice catchment experienced intense rainfall, estimated as equivalent to a 1 in 1.9 year (53% AEP) event. This, paired with frozen ground (preventing infiltration) and snow melt, resulted in excess runoff to enter the channel and produced high flows along the SFFD (to which the land within the Black Sluice catchment drains).

The high flows reached the lowest section of the SFFD in the evening of 06 January coinciding with high tide. Tidal locking conditions were in place between c. 19:00 and 24:00, preventing discharge of flows from the SFFD into the Haven via the sluice gates. As a result, water levels continued to increase within the channel.

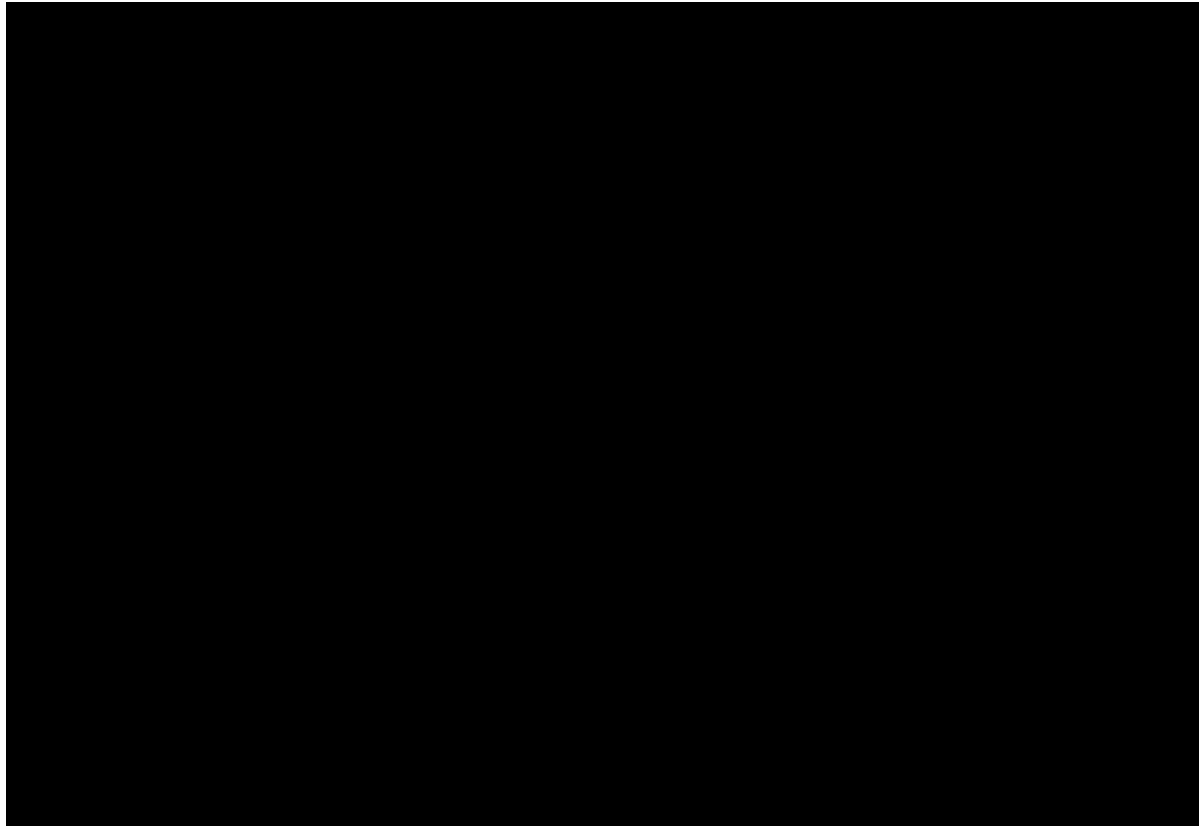
When water levels on the SFFD reached a sufficient level, they exceeded the height of the two wall sections on Wyberton West Road, which reflect the lowest point on the bank. The EA measured the minimum crest levels of the walls to be 2.80 to 2.88 mAOD, compared to a maximum water level of 3.02 mAOD at the closest point to the properties (Chain Bridge Pumping Station) at 00:00 on 07 January 2025. Therefore, the two sections of wall were overtopped, causing flooding within the gardens.

The residential plots on the north side of Wyberton West Road (Properties A to AB) are generally set at the same level. As such, fluvial flows were able to travel in a southerly direction, entering dwellings via the rear door and causing flooding to outbuildings within the gardens. Flood waters were able to flow through the ground floor of the affected properties, exiting via the front door (where this was above the external adjacent flood level) as well as passing around some of the dwellings via the side alleyways and driveways.

Fluvial flood waters then filled up the low point in Wyberton West Road, with residents generally reporting that flood waters flowed in a westerly direction (i.e. towards the low point at the junction with Park Road). Flows continued in a southerly direction down Park Road, causing flooding to the northern properties on this highway (Properties AF to AL). It is also possible that some flood waters passed through rear and side gardens to cause flooding to properties, in addition to flows along the highway.

In the case of Properties AC and AD, flows from Wyberton West Road continued in a westerly direction and accumulated in their front driveway. The highway to the west of the junction with Park Road is fairly level and as such ponding could occur in this area; overspilled water could then travel towards these properties, which are located on particularly low land and whose driveways fall steeply away from the highway. Flood waters were able to accumulate adjacent to the property thresholds and pass over them once flood depths were sufficiently high.

The inferred extent of flooding and possible flow routes are shown in Figure 13.



*(Figure 13 – Inferred flood mechanism and associated flood extent at the properties. It should be noted that the flood extent has been inferred using a combination of residents’ accounts, photographs and LiDAR elevation data; the exact extent of flooding has not been confirmed.)*

Flooding on 06 January 2025 may have been exacerbated by the following factors:

- Intense rainfall coinciding with frozen antecedent conditions;
- Tidal locking conditions;
- Decommissioning of the Black Sluice Pumping Station;
- Operational problems associated with the sluices at the Black Sluice Complex;
- Low points on the southern bank of the SFFD, adjacent to Wyberton West Road;
- Correlation of the flooding experienced in relation to the operation of the Black Sluice Emergency Response Plan.

It should be noted that the EA concluded that the flood event was greater than the 1 in 1000 year (0.1% AEP) + climate change modelled scenario event and therefore, if representative of the flooding experienced, is outside of the typical design requirements for flood defences. (The nearest peak flood level at Hubbert’s Bridge was 3.19 mAOD, compared to 2.76 mAOD in the modelled 1 in 1000 year + CC event.) From the available modelling it is unclear to what extent the impact of tidal conditions has been taken into account by the EA, with the model report not discussing this in any detail (Mott MacDonald, 2016), and the flow distribution not aligning with what was witnessed during January 2025.

### **Intense rainfall coinciding with frozen antecedent conditions**

The Black Sluice catchment experienced intense rainfall, estimated as equivalent to a 1 in 1.9 year (53% AEP) event, during to the flood event. The rainfall event occurred at a period of low overnight temperatures, meaning that much of the land within the Black Sluice catchment was frozen; as such, minimal infiltration was able to occur.

Additionally, snowfall occurred within the Black Sluice catchment overnight on 05 January 2025; this snowmelt would also have contributed to runoff but was not necessarily fully accounted for within rainfall gauge data due to it being a more localised feature on high ground.

Both these factors resulted in additional runoff entering the SFFD compared to warmer conditions, resulting in more extreme flows.

It should, however, be noted that the catchment is clay-dominated, which reduces possible infiltration even under optimal conditions, and rainfall across much of the catchment is likely to reduce the effects of frozen ground.

### **Tidal locking conditions**

High levels on the SFFD peaked around 00:00 on 07 January 2025, during a period of high tide. Tidal locking conditions were in place between c. 19:00 on 06 January and 00:00 on 07 January; during this period, the two sluice gates at the Black Sluice complex were unable to discharge fluvial water (due to the level in the SFFD being lower than that on the Haven). As such, fluvial levels continued to rise immediately upstream on the SFFD, resulting in overtopping at low points at around 23:40 on the same day.

Should the peak levels on the SFFD have coincided with low tide, the two sluice gates would have been able to discharge fluvial waters, dropping the water level in the lower catchment and potentially preventing overtopping. However, it is acknowledged that the water level on the SFFD reached high levels (within 0.5 m) at the next high tide on 07 January due to the inflows into the system being high for a longer time period and therefore there is no guarantee that fortunate timing between the peak flows and tidal conditions would prevent overtopping in the future.

### **Decommissioning of the Black Sluice Pumping Station**

The Black Sluice Pumping Station (BSPS) was decommissioned in 2018 after a long review, including economic appraisal, modelling and consultation, which concluded that it had minimal impact on flood levels and did not warrant the cost required for its refurbishment.

However, during the Site visit, residents commonly attributed the flooding that occurred on 06 January 2025 to the closure of the pumping station. This is because of the timing of flooding, which coincided with high tide; the pumps at the BSPS would have been usable during tidal locking conditions and would likely have resulted in a decrease in the water level along the SFFD.

Whether the action of pumping would have been enough to lower the water level sufficiently to prevent overtopping is unclear. Simple calculations undertaken by Black Sluice IDB

indicated that the use of two pumps could have lowered the water level by up to 1.23 m, but hydraulic modelling of the flood event would be required to confirm this, especially when considering the comments of the EA outlined in Section 3.4. However, it is possible that should pumps have been operational during the flood event, flood levels on the SFFD may have been lower than what was experienced.

### **Operational problems associated with the sluices at the Black Sluice Complex**

Prior to the flood event, both sluice gates at the Black Sluice Complex were in manual operation (as opposed to automatic) (see Sections 3.3 and 3.4). Gate 2's automatic controls were being relocated, and Gate 1 experienced a gear box issue which required a new part; therefore, both sluices were operational but required manual changes to control the flows. This meant that the sluice gates were not as responsive to changes in the water level on the SFFD.

However, according to the EA, both gates were opened by 07:45 on 06 January 2025, which was c. 16 hours prior to overtopping occurring. The opening of the gates coincided with the initial rise in water levels, and a brief deceleration in the rise in water levels is recorded around their opening time. This did not prevent water levels from continuing to rise.

Whilst a lower water level may have been in place prior to the start of the flood event, based on the available information it seems unlikely that this would have caused a sufficient decrease in water levels to prevent overtopping of the SFFD.

### **Low wall sections on the southern bank of the SFFD, adjacent to Wyberton West Road**

Two low wall sections were identified by residents as the location of overtopping on the SFFD (adjacent to Properties B to F and P to U, as shown within Photographs 1 to 3 in Appendix 7.3). The wall section was identified as having a minimum crest level of 2.80 to 2.88 mAOD, compared to a maximum water level of 3.02 mAOD at Chain Bridge Pumping Station; this could have resulted in up to 0.22 m of overtopping.

It is unclear why there are two wall sections along the southern bank of the SFFD, with no residents aware of their construction, and the EA assuming they were constructed in the 1960s. However, the fact that these sections are lower than the adjacent embankment is considered to be the primary factor why the properties on Wyberton West Road flooded.

The EA indicated that settlement and joint failures had been reported within the wall sections in June 2024, but these had not been resolved by the January 2025 flood event. (The wall sections had been resealed between the flood event and Site visit in March 2025; see Photograph 4 in Appendix 7.3.).

Additionally, the EA reported that seepage through the right embankment of the SFFD has previously occurred, which has resulted in flooding in rear gardens along Wyberton West Road. The EA indicated that this seepage contributed to the observed flooding in January 2025.

However, significant overtopping occurred. As such, whilst seepage through the walls and embankment could have contributed to flooding, these are considered unlikely to be significant factors given the depth of flooding observed.

### **Correlation of the flooding experienced in relation to the operation of the Black Sluice Emergency Response Plan**

A final possible contributing factor is the implementation of the Black Sluice Emergency Response Plan during the January 2025 flood event.

During periods of extreme river levels, the Black Sluice Emergency Response Plan is undertaken, which involves switching the pumping stations on the SFFD to their emergency profiles (which results in approximately 70% of the pumping stations being switched off, although it is worth noting that this is not a binary outcome, i.e., pumps on or off. Due to the introduction of telemetry levels are instead maintained within 300mm of the highest known levels thereby reducing (but not eliminating) inflow into the SFFD whilst also minimising the risk of overtopping of upstream catchments).

It is acknowledged that the management of the Black Sluice catchment is complex, and pumping was required to prevent flooding of properties upstream. It is also not known whether such flooding was avoided (or to the extent of damages that were prevented). Therefore, it cannot conclusively be determined whether the operation of the Black Sluice Emergency Response Plan during the flood event contributed to flooding in Boston or had a net benefit for the catchment.

## **3.6 Road closures**

### **3.6.1 Wyberton West Road**

During the January flood event, a road closure occurred along Wyberton West Road, adjacent to the affected properties, which is understood to have been in place between c. 01:50 on 07 January and 14:20 on 09 January 2025. According to the enquiry trace form for the road closure (ref: 1818583), the road closure was requested by Fire & Rescue due to the flooding of nearby properties and manhole covers surcharging, posing a danger to road users.

The flood mechanism behind the flooding on Wyberton West Road is the same as for the affected properties along this highway (as discussed further within Section 3.5). The water level of the SFFD exceeded the crest level of two wall sections on its southern bank (adjacent to Wyberton West Road), causing overtopping. Fluvial flood waters then flowed in a southerly direction, broadly following the topography of the area and filling the low-lying land adjacent to the overtopped wall. The highway (paired with the adjacent properties) forms a low point which was therefore impacted, with one resident placing the flood depth in the highway at 0.3 m adjacent to their property (H).

Whilst Wyberton West Road was likely impassable to most vehicles at the height of the flood event, residents at two properties reported that bow waves from passing vehicles contributed to internal flooding. It is therefore assumed that the earlier closure of the road would have reduced this mode of water ingress.

### 3.6.2 Chain Bridge Road

During the flood event, Chain Bridge Road was also closed, with the enquiry trace form for the road closure (ref: 1818589) indicating a closure was in place between 15:10 on 07 January and 14:20 on 09 January 2025.

According to conversations with the councillor for the ward, Chain Bridge Road may have been closed to prevent vehicles from accessing the flooded area of Wyberton West Road. This is understood to have been partially implemented to reduce these vehicles creating bow waves and exacerbating the flooding at the properties.

From the available information, it is also understood that Chain Bridge Road flooded during this incident.

## 4. Risk management authorities

In relation to this flood event, the following RMAs have relevant flood risk management functions:

- Black Sluice IDB
- Environment Agency

A record as to whether the above RMAs have exercised or are proposing to exercise those functions in response to the flood shall be monitored through the existing Joint Lincolnshire Flood Risk and Water Management Partnership.

The residents of each property also have a responsibility with regards to the resilience and resistance measures implemented at their property.

For the avoidance of doubt, the ordering of the above relevant RMAs is alphabetical and as such is not necessarily reflective of the number of relevant flood risk management functions associated with each RMA in this instance.

## 5. Recommendations for consideration

Based on the findings of this investigation, the following recommendations for consideration by the relevant parties have been made. For the avoidance of doubt, these recommendations are listed in alphabetical order.

### 5.1 Flood resistance and resilience measures

Flood resistance and resilience measures should be considered for the properties.

Consideration could be given to the use of a flood barrier or door at the building thresholds for all the properties.

Potential resilience measures include:

- Replacing ground floor carpets with hard flooring;
- Installing uPVC skirting boards;
- Raising furniture and appliance on the ground floor of each dwelling on plinths;
- Chemical waterproofing of the walls around the perimeter of each dwelling;
- Installing non return valves on air bricks and utility pipework;
- Installing a sump pump or puddle pump; and
- Storing valuable items above ground level.

The responsibility for the implementation of flood resilience measures would fall to the residents of the properties, with support from the EA and LLFA, where appropriate.

### 5.2 Implementation of flood action plan for Wyberton West Road and Park Road (where not done so already)

It is understood that Boston Borough Council already has an Emergency Response Plan, and documents shared as part of this investigation indicate a generally prompt and effective response.

However, it is recommended that a flood action plan is arranged by the residents of Wyberton West Road and Park Road to ensure that occupants are suitably prepared for any future flooding. This should include actions to take should a Flood Alert be issued, possible safe evacuation routes, and a method of securing the home to minimise flood damage. This should be supported by Boston Borough Council to ensure it is consistent with their emergency plans.

The responsibility for the creation of a flood action plan would fall to the residents of the property, with support from Boston Borough Council and Lincolnshire Resilience Forum as appropriate.

### 5.3 Review of EA modelling for SFFD

Given that the observed extent of flooding on 06 January 2025 did not fully align with the flood extents derived from the existing SFFD model, it is recommended that consideration be given by the EA for the reviewing and calibration of the model against the experienced flooding (it is noted that the EA have proposed to create a new SFFD model within their review of the flood event).

As part of the model review, it should be confirmed that the model appropriately takes into account the impacts of sea level rise, which will increase the impacts of tidal locking on water levels in the future. The model should also take into account the timing of rainfall relative to high tide.

Following the model review, it is recommended that the plan for mitigation within the Black Sluice Catchment is reviewed to ensure it remains consistent with the model results.

### 5.4 Review of Flood Warning service for the downstream reaches of the SFFD

During the flood event, residents received Flood Alerts from the EA, which indicated that flooding is possible for isolated properties and villages in low lying areas east of the SFFD, but did not mention Boston, and indicated that flooding inside properties is not likely. No Flood Warning was subsequently received (with the EA reporting that these cannot be provided for fluvial flooding on the SFFD in Boston). This caused confusion with the residents, who did not anticipate internal flooding.

Therefore, consideration should be given to implementing Flood Warnings in the downstream reaches of the SFFD through Boston. (It is noted that these works are proposed within the EA’s review of the flood event.)

Where the implementation of a Flood Warning service is deemed unfeasible, consideration should be given to amending the wording of the standard Flood Alert, to ensure that residents are aware that no further warnings will be given.

The responsibility for implementing a Flood Warning service for the lower reaches of the SFFD through Boston would fall to the EA.

### 5.5 Review of operation of EA and Black Sluice IDB assets during heavy rainfall events

Given that both sluice gates at the Black Sluice Complex required manual operation during the 06 January 2025 flood event, it is recommended that the EA reviews their processes for operating assets along the SFFD during future rainfall events. Particular consideration should be given to ensuring that parts can be easily and quickly procured should there be a fault with an asset. (It is noted that the EA’s review of the flood event included a recommendation to consider these processes further.)

Any lessons identified from the EA regarding the flood event should be implemented more widely throughout the Lincolnshire area.

Additionally it is recommended that Black Sluice IDB considers reviewing their Emergency Response Plan to incorporate any lessons identified as a result of January 2025.

## 5.6 Wall raising at the low points along the SFFD

Given that the two wall sections along Wyberton West Road experienced overtopping during the flood event, consideration should be given by the Environment Agency to raising the wall sections to match the level of the adjacent bank. This could form part of the wider bank armouring efforts proposed as part of the Black Sluice Catchment Works in 2018.

As part of these works, the walls could be replaced to ensure there are no possible stability issues relating to the wider embankment. The earth embankment along Wyberton West Road should also be reviewed to ensure that any seepage issues are appropriately dealt with.

## 6. References

**AECOM (2010).** Boston Strategic Flood Risk Assessment.

**Anglian Water (2025).** Known sewer network records.

**Black Sluice IDB (2024).** Emergency Response Plan. Accessed from: <https://www.blacksluiceidb.gov.uk/resources/document-library/policies/> on 01/05/2025.

**Black Sluice IDB (2025).** January 2025 – Heavy Rainfall.

**British Geological Survey [BGS].** GeoIndex Onshore. Accessed from: <https://mapapps2.bgs.ac.uk/geoindex/home.html> on 01/05/2025.

**Environment Agency [EA] (2015).** Black Sluice Catchment Works: Consultation Document. Bristol: Environment Agency.

**Environment Agency [EA] (2016).** Black Sluice Catchment Works: Consultation Response Document. Bristol: Environment Agency.

**Environment Agency [EA] (2019).** Managing the risk of flooding: Black Sluice Catchment.

**Environment Agency [EA] (2024).** Lincolnshire and Northamptonshire water situation report, November 2024. Accessed from: [https://webarchive.nationalarchives.gov.uk/ukgwa/\\*/https://www.gov.uk/government/publications/water-situation-local-area-reports](https://webarchive.nationalarchives.gov.uk/ukgwa/*/https://www.gov.uk/government/publications/water-situation-local-area-reports) on 22/04/2025.

**Environment Agency [EA] (2024).** Lincolnshire and Northamptonshire water situation report, December 2024. Accessed from: [https://webarchive.nationalarchives.gov.uk/ukgwa/\\*/https://www.gov.uk/government/publications/water-situation-local-area-reports](https://webarchive.nationalarchives.gov.uk/ukgwa/*/https://www.gov.uk/government/publications/water-situation-local-area-reports) on 22/04/2025.

**Environment Agency [EA] (2025).** MagicMap. Accessed from: <https://magic.defra.gov.uk/MagicMap.html> on 22/04/2025.

**Environment Agency [EA] (2025).** Flood map for planning. Accessed from: <https://flood-map-for-planning.service.gov.uk/> on 22/04/2025.

**Environment Agency [EA] (2025).** Long term flood risk assessment for locations in England. Accessed from: <https://www.gov.uk/check-long-term-flood-risk> on 22/04/2025.

**Environment Agency [EA] (2025).** Lincolnshire and Northamptonshire water situation report, January 2025. Accessed from: [https://webarchive.nationalarchives.gov.uk/ukgwa/\\*/https://www.gov.uk/government/publications/water-situation-local-area-reports](https://webarchive.nationalarchives.gov.uk/ukgwa/*/https://www.gov.uk/government/publications/water-situation-local-area-reports) on 22/04/2025.

**Environment Agency [EA] (2025).** South Forty Foot Drain, Boston and the South Forty Foot Drain Fens: Flooding 6<sup>th</sup> to 7<sup>th</sup> January 2025 – Evidence Based Review, V6.

**GeoSmart (2025).** FloodSmart Analytics.

**Halcrow (2013).** Black Sluice Catchment Works: Summary Report. London: Halcrow Group Limited.

**LiDAR Survey Open Data (2025).** Accessed from: <https://environment.data.gov.uk/survey> on 22/04/2025.

**Lincolnshire County Council (2015).** Black Sluice Internal Drainage Board Joint Position Statement for the Black Sluice Catchment. Lincoln: Lincolnshire County Council.

**Lincolnshire County Council (2025).** Drainage asset records.

**Lincolnshire County Council (2025).** Records of previous flooding (reports of previous flood incidents and S19 investigation report summaries).

**Met Office (2025).** Heavy rain, strong winds and snow, New Year 2024-2025. Accessed from: [https://www.metoffice.gov.uk/binaries/content/assets/metofficegovuk/pdf/weather/learn-about/uk-past-events/interesting/2025/2025\\_01\\_wind\\_rain\\_snow.pdf](https://www.metoffice.gov.uk/binaries/content/assets/metofficegovuk/pdf/weather/learn-about/uk-past-events/interesting/2025/2025_01_wind_rain_snow.pdf) on 22/04/2025.

**Mott MacDonald (2015).** Black Sluice Catchment Works, Stage 3a – Options shortlisting. Lincoln: Environment Agency.

**Mott MacDonald (2016).** Black Sluice Catchment Works: Economic Appraisal. Lincoln: Environment Agency.

**Mott MacDonald (2016).** Black Sluice Catchment Works: Hydraulic Modelling. Lincoln: Environment Agency.

**Ordnance Survey Mapping (2025).** © Crown copyright. All rights reserved. Licence number AC0000850004. For full terms and conditions visit: [www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk)

**South East Lincolnshire Joint Strategic Planning Committee (2017).** South East Lincolnshire Strategic Flood Risk Assessment. Accessed from: <https://southeastlincslocalplan.org/article/25230/South-East-Lincolnshire-Strategic-Flood-Risk-Assessment> on 22/04/2025.

# 7. Appendices

## 7.1 Definitions

**Coastal / tidal flooding** – Flooding which occurs due to extreme coastal conditions. May occur due to high tide levels, surges and wave action.

**Culvert** – Where a watercourse flows through a pipe, often underground.

**External flooding** – Flooding affecting spaces outdoors. Includes flooding in highways, open land, gardens and driveways.

**Flap valve** – Hinged valve placed on a pipe outlet into a river. Stays open during normal flow but closes when it is submerged, to prevent flow from backing up the pipe.

**Foul sewer** – Sewer which carries wastewater (e.g. from toilets, sinks, showers and kitchen appliances) to a sewage works for treatment.

**Groundwater flooding** – Flooding which occurs when sub-surface water emerges from the ground at the surface or into Made Ground and structures. Occurs due to persistent rainfall that recharges aquifers until they are full; or may be as a result of high river levels, or tides, driving water through near-surface deposits.

**Gully** – Drainage pit covered by an open metal grate, located at the edge of a road. Drains rainwater from the road into either the surface water sewer or into nearby watercourses.

**HYRAD** – Real-time radar display system for weather.

**Internal Drainage Boards** – A public authority that managed water levels within an Internal Drainage District.

**Internal flooding** – Flooding which affected the living/business space inside of a building.

**Lead Local Flood Authority** - County councils and unitary authorities which lead in managing local sources of flood risk (i.e. flooding from surface water, groundwater and ordinary watercourses)

**LiDAR** – A remote sensing technique that allows ground elevation to be determined over a regional area.

**Main river** - A watercourse shown as such on the main river map for England and includes any structure or appliance for controlling or regulating the flow of water into, or out of, the channel which –

- a) Is a structure or appliance situated in the channel or in any part of the banks of the channel; and
- b) Is not a structure or appliance vested in or controlled by an internal drainage board.

The Environment Agency has permissive powers to maintain and carry out improvements on main rivers, to manage flood risk.

**Ordinary Watercourse** - A watercourse that does not form part of a main river. Lead local flood authorities, district councils, and internal drainage boards can carry out flood risk management work on ordinary watercourses.

**Public sewer** – Sewers owned and maintained by a Sewerage Company (e.g. Anglian Water). Are usually located in roads or public open spaces but may run through private gardens.

**Riparian owner** – The owner of land that is next to a watercourse or has a watercourse running through or beneath it.

**River (fluvial) flooding** – Flooding that occurs during times of heavy rainfall or snow melt when watercourses' capacity can be exceeded, over topping the banks and flood defences.

**Soil moisture deficit** – The difference between the amount of water actually present in the soil and the amount of water which the soil can hold.

**Surface water (pluvial) flooding** – Flooding which occurs when intense rainfall exceeds the infiltration capacity of the ground and overwhelms the drainage systems.

**Surface water sewer** – Sewer which carries rainwater directly to a watercourse.

**Telemetry** – Instruments used to monitor the level of water in a watercourse.

**Weir** – A small dam structure built across a watercourse to raise the water level or to divert flow.

## 7.2 Authorities with flood risk management functions

The following Risk Management Authorities (RMA) have flood risk management functions within Lincolnshire:

- **Lead Local Flood Authority (LLFA): Lincolnshire County Council** - Responsible for coordinating the mitigation of risk of flooding from surface water, groundwater and ordinary watercourses (non-main rivers). The LLFA is also responsible for developing, maintaining and applying a strategy for local flood risk management in its area and for maintaining a register of flood risk assets. The LLFA also has a statutory duty to investigate significant flood events to the extent it considers necessary.
- **Environment Agency** - Tasked with the protection and conservation of the water environment in England, the natural beauty of rivers and wetlands and the wildlife that lives there. Its responsibilities include: water quality and resources; fisheries; conservation and ecology; and operational responsibility for managing the risk of flooding from main rivers (usually large streams and rivers), reservoirs, estuaries and the sea. Flood risk management work can include: constructing and maintaining 'assets' (such as flood banks or pumping stations) and works to main rivers to manage water levels and make sure flood water can flow freely; operating flood risk management assets during a flood; dredging the river; and issuing flood warnings. The Environment Agency can also do work to prevent environmental damage to watercourses, or to restore conditions where damage has already been done.
- **Internal Drainage Boards (IDBs)** - Independent public bodies, established in areas of special drainage need, known as drainage districts. The IDB is responsible for the supervision of land drainage, water level management and flood risk management works and regulation of ordinary watercourses within its Drainage District. IDBs play an important role in the areas they cover (approximately 10% of England at present), working in partnership with other authorities to actively manage and reduce the risk of flooding.
- **Highways Authority: Lincolnshire County Council** - Responsible for maintaining the highway drainage system to an acceptable standard and ensuring that road projects do not increase flood risk.
- **Water and Sewage Company: Anglian Water** - Responsible for the provision of wastewater collection and treatment systems, including for managing the risks of flooding from surface water and foul or combined public sewer systems providing drainage from buildings and yards.
- **District Councils** - including borough and city councils, have powers to carry out works to manage flood risk from ordinary watercourses (outside the internal drainage district of Internal Drainage Boards) and the sea. They are also planning authorities, responsible for developing a local plan, which must have regard to national planning policy and work with Lead Local Flood Authorities and others to ensure decisions on development in their area effectively manage the risks from flooding. Additionally, those District Councils that are next to the sea are also designated coast protection authorities. This role includes leading on coastal erosion risk management activities, leading and supporting coastal groups, and leading the production of shoreline management plans.

In addition to the above, the other parties that may have responsibilities include:

- **Riparian Landowners** - Riparian landowners who own land or property crossed by or next to a river, stream or ditch (including where this runs through a pipe or culvert) have rights and responsibilities over the management of the land including: a responsibility to let water flow through the land without any obstruction, pollution or diversion which affects the rights of others; keeping banks clear of anything that could cause an obstruction and increase flood risk; maintaining the bed and banks of the watercourse; and keeping structures clear of debris.
- **Residents, Businesses and Property Owners** - Should find out about any flood risk in their area, sign up for the Environment Agency's free flood warnings and make a written plan of how they will respond to a flood situation. Business owners should also make a flood plan for their business. There are measures that can be taken to reduce the amount of damage caused by flooding and properties at risk should be insured. Local residents can find out if their property is at risk, prepare for flooding, get help during a flood and get help after a flood.

### 7.3 Photographs from Site visit

A selection of photographs taken during the Site visit on 13 and 14 March 2025 have been provided below.



*(Photograph 1 – Western section of EA flood wall structure along the southern bank of the SFFD; facing east)*



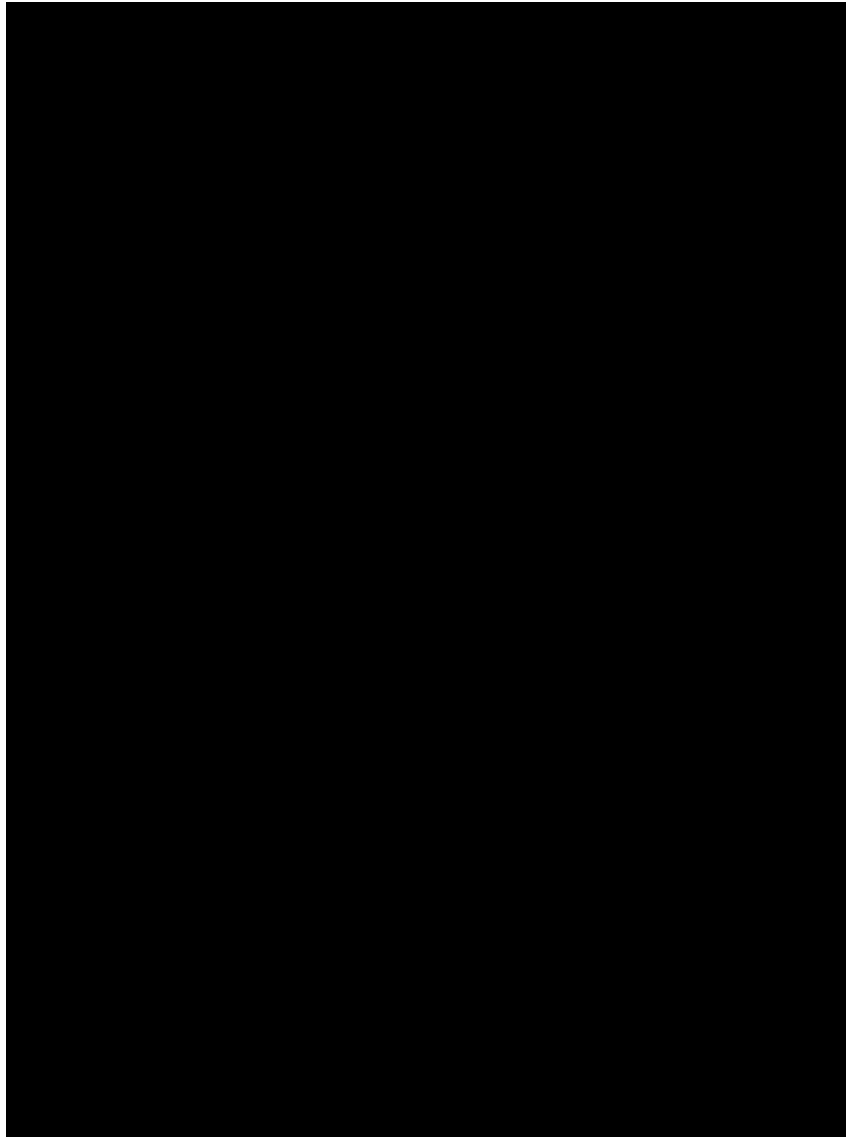
*(Photograph 2 – Western section of EA flood wall along the southern bank of the SFFD; facing west)*



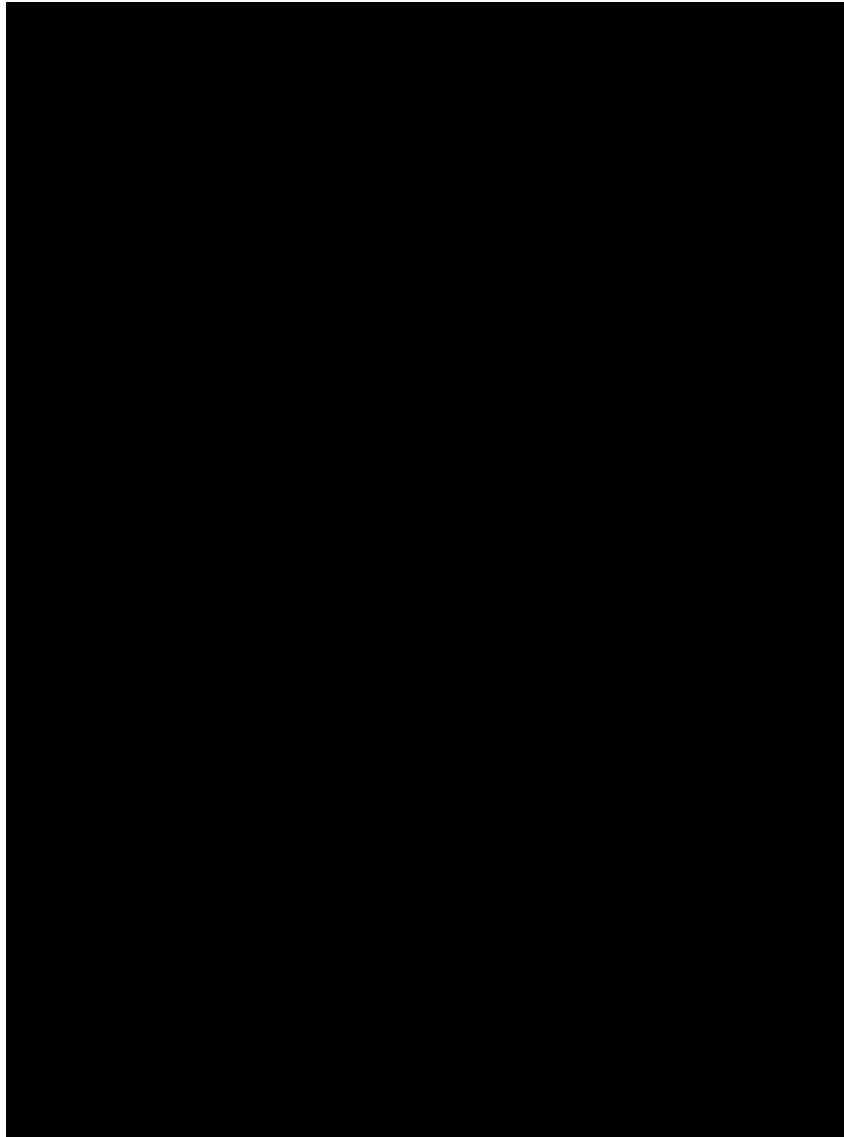
*(Photograph 3 – Eastern section of EA flood wall along the southern bank of the SFFD; facing east)*



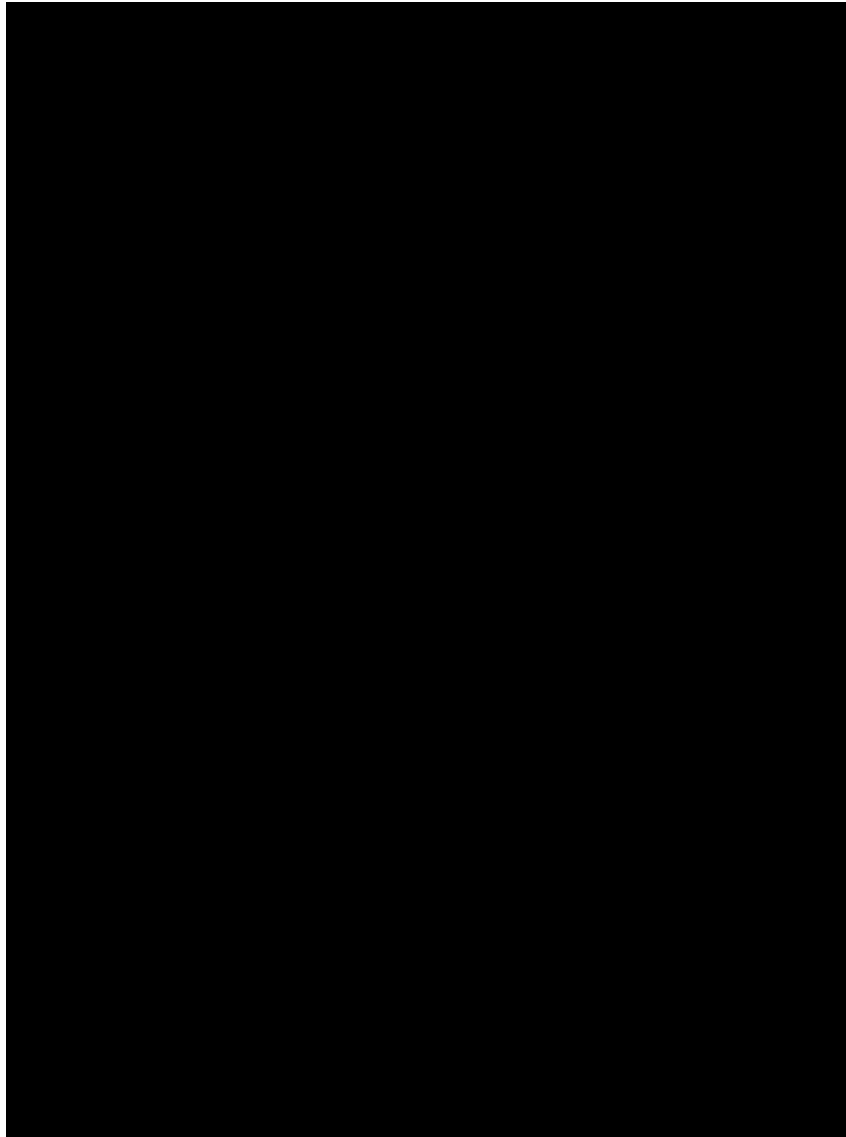
*(Photograph 4 – Replaced seal on the eastern section of flood wall along the SFFD)*



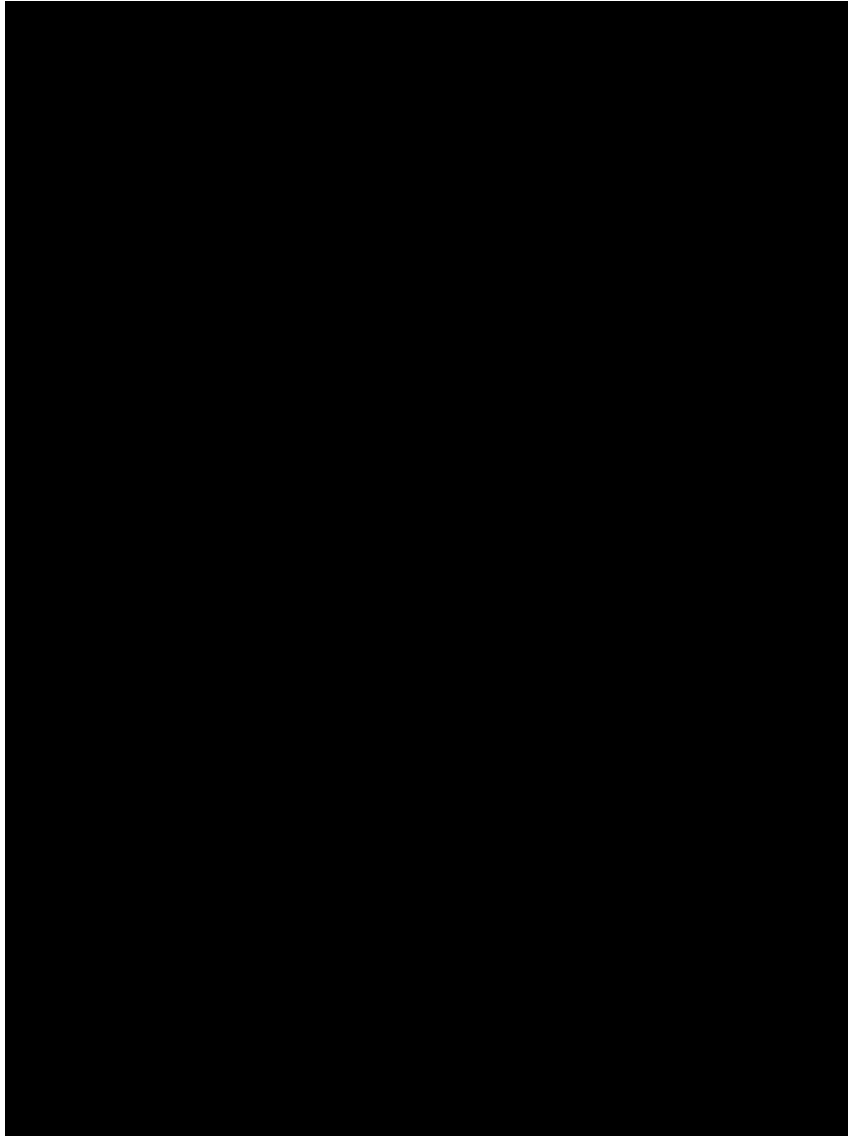
*(Photograph 5 – Wyberton West Road, as viewed adjacent to Properties W to Y; facing west)*



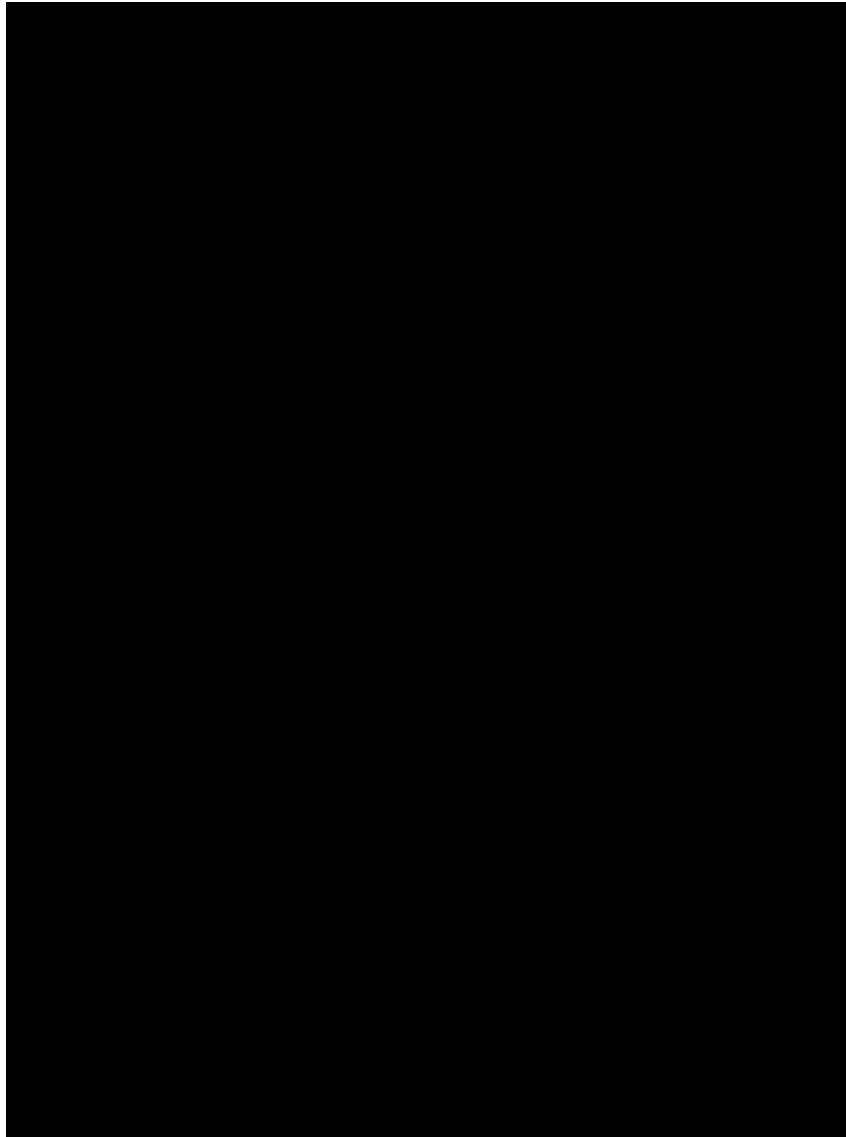
*(Photograph 6 – Wyberton West Road, as viewed adjacent to Property AB, with the junction with Park Road visible to the rear; facing west)*



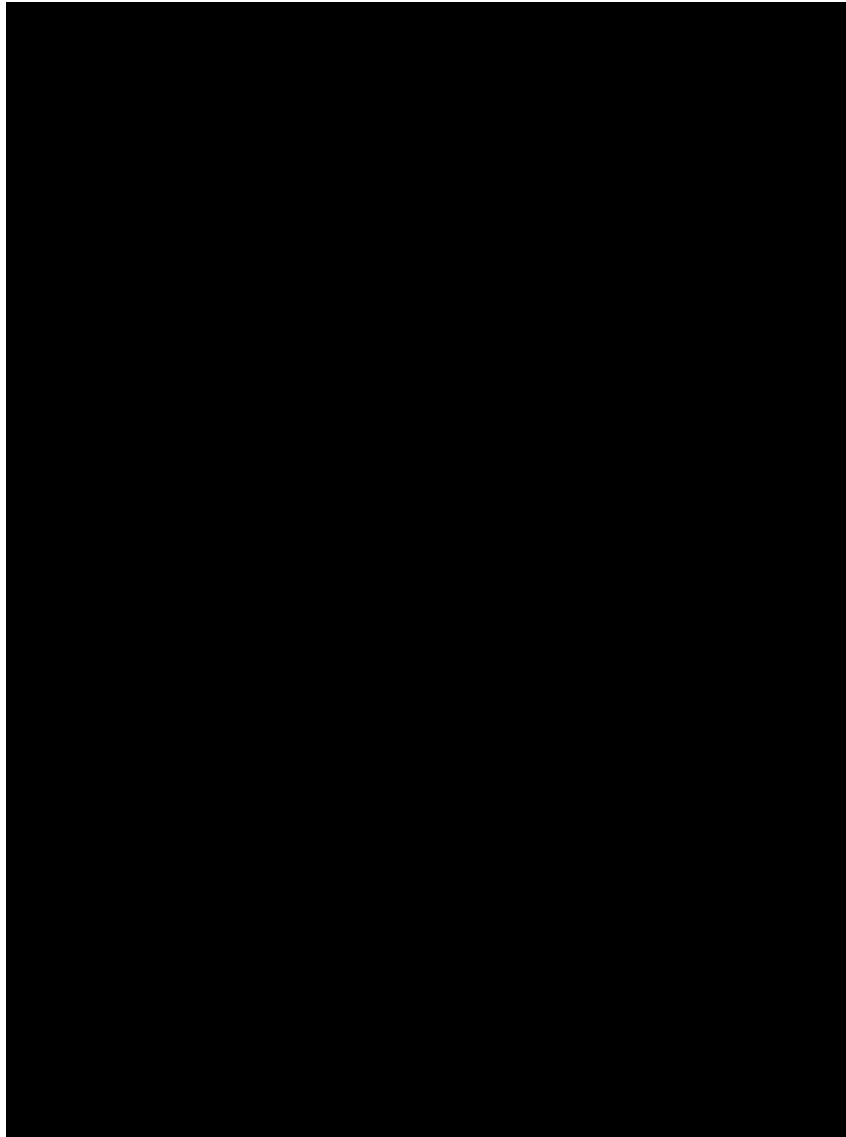
*(Photograph 7 – Linear drain adjacent to Properties O and T; facing west)*



*(Photograph 8 – Sand bags and water line at the back door at Property O)*



*(Photograph 9 – Blocked gully along Park Road with noticeable ponding; facing south)*



*(Photograph 10 – Park Road; facing north)*



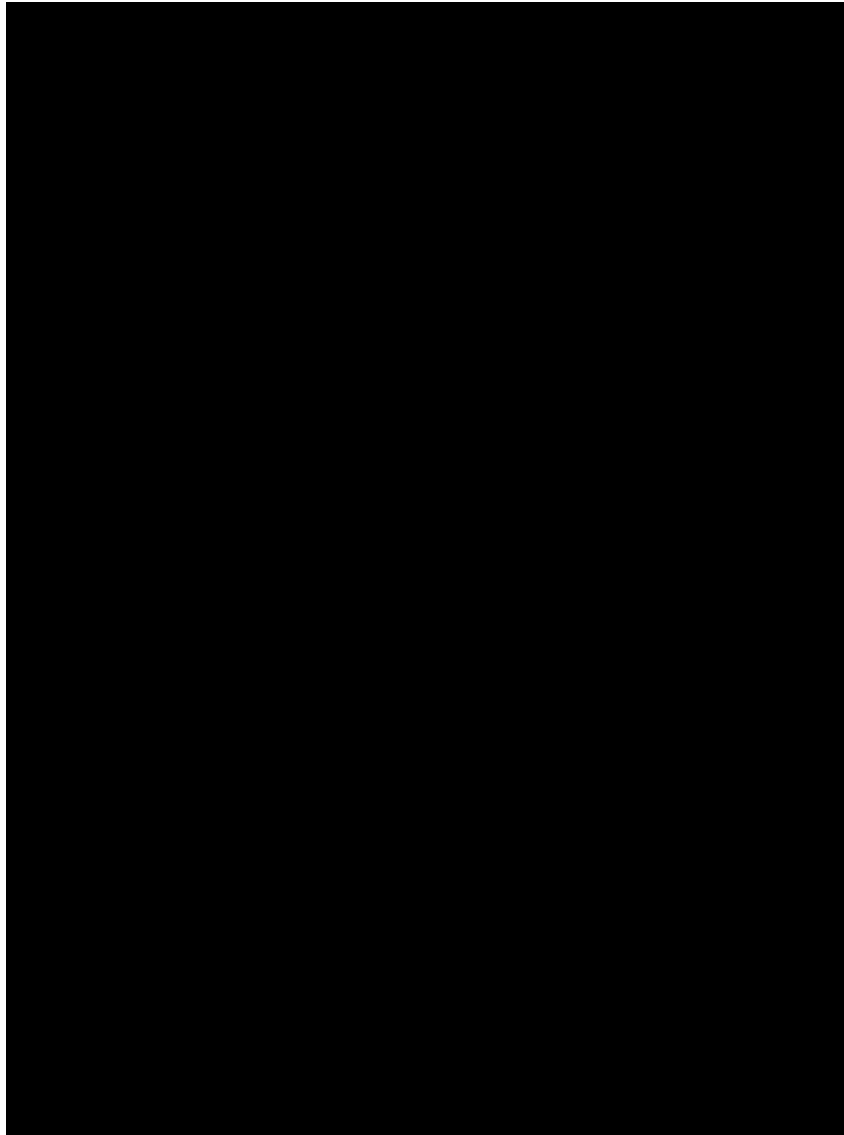
*(Photograph 11 – South Forty Foot Drain, as viewed during the Site visit downstream of the properties; facing north-east)*



*(Photograph 12 – Black Sluice Pumping Station, with sluice gates to the right; facing north-east)*



*(Photograph 13 – Sluice gate, also used as a navigational lock, at Black Sluice Complex; facing east)*



*(Photograph 14 – Embankment and wall sections on the southern side of the SFFD adjacent to the affected properties on Wyberton West Road, as viewed from its northern side; facing south)*

## 7.4 LCC questionnaire responses

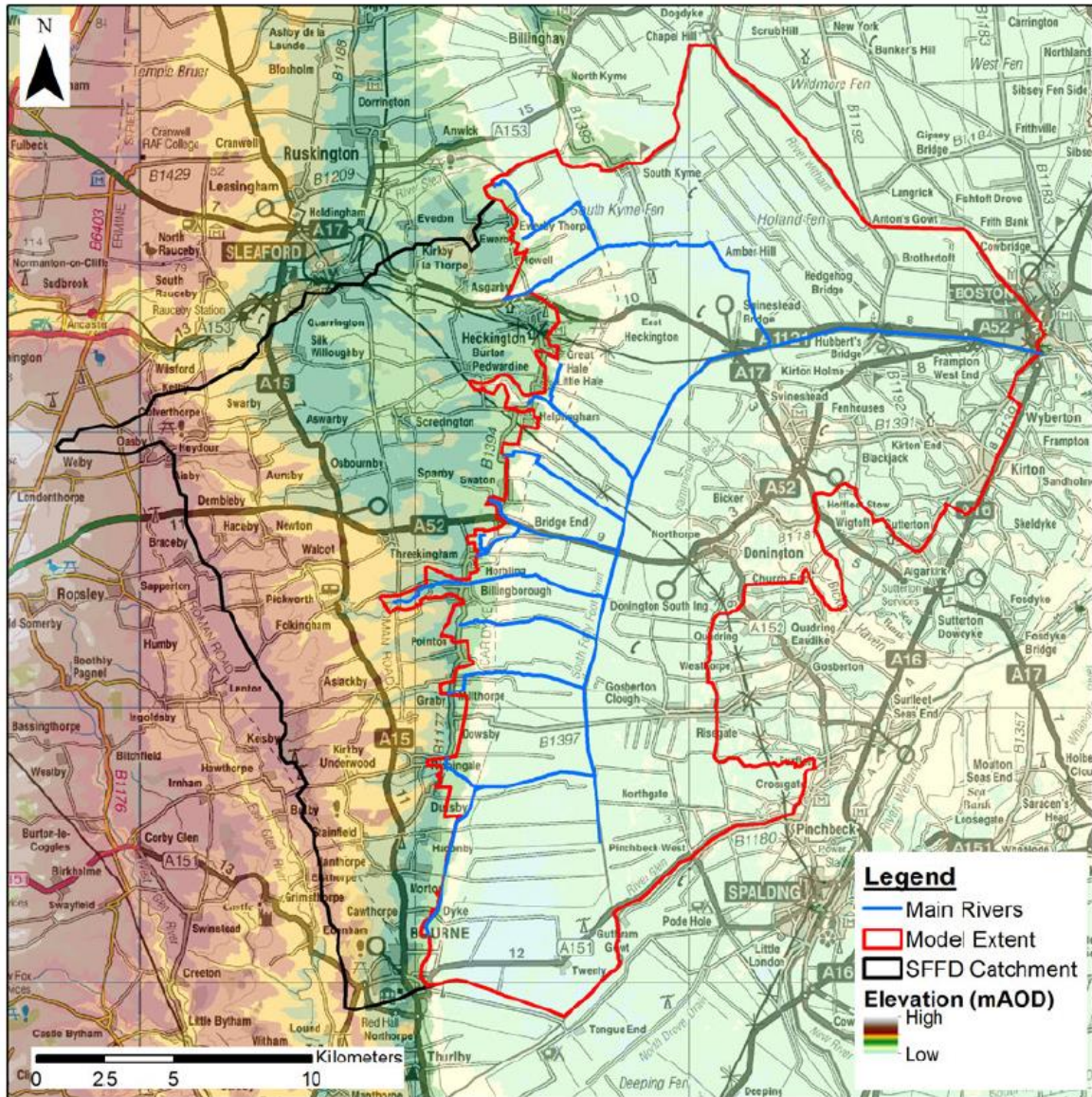
The following responses to the LCC questionnaire have been provided by the residents of the properties. These responses have been used to establish the extent, depth and cause of flooding on 06 January 2025:

- SRS000347 (Properties B & C)
- SRS000344 (Property N)
- SRS000348 (Property X)
- SRS000350 (Property AD)
- SRS000345 (Property AL)

## 7.5 Map of Black Sluice catchment

A map of the Black Sluice catchment, taken from the EA's Black Sluice Catchment Works, Stage 3a – Options Shortlisting (Mott MacDonald, 2015), has been included for reference below.

Figure 1.1: BSCW Project Area/South Forty Foot Drain (SFFD) catchment





<b>Report To:</b>	Overview and Scrutiny Committee
<b>Date:</b>	30 <sup>th</sup> April 2026
<b>Subject:</b>	Scrutiny Arrangements Review
<b>Purpose:</b>	To present the findings following a review of the Council's scrutiny arrangements.
<b>Key Decision:</b>	N/A
<b>Portfolio Holder:</b>	N/A
<b>Report Of:</b>	John Medler, Service Director – Legal & Governance (Monitoring Officer)
<b>Report Author:</b>	Amanda Dickinson, Democratic Services Team Leader
<b>Ward(s) Affected:</b>	N/A
<b>Exempt Report:</b>	No

## Summary

This report sets out the findings of a review of the Council's Overview and Scrutiny arrangements following the move to a single-committee model in May 2025. The review was undertaken to assess how the current arrangements have operated in practice.

The review draws on consultation feedback from Members and officers with experience of both the former two-committee structure and the current single-committee arrangement. A clear majority of respondents expressed support for continuing with a single Overview and Scrutiny Committee. The report presents the key findings from the consultation, summarises the main themes arising and sets out the practical implications of each option for Members' consideration.

## Recommendations

That the Overview and Scrutiny Committee notes and considers the findings of the scrutiny arrangements review.

## **Reasons for Recommendations**

- To review the effectiveness of the Council's current scrutiny arrangements which were agreed in May 2025.

## **Other Options Considered**

- Return to a redesigned two-committee scrutiny structure, with updated remits and work programming arrangements – not pursued further due to feedback received through the review.

## **1. Background**

- 1.1 On 19<sup>th</sup> May 2025, Full Council resolved to amend the Council's scrutiny arrangements, moving from a two-committee structure to a single Overview and Scrutiny Committee. In approving that change, Members recognised that it would be prudent to keep the new arrangements under review to ensure they were operating effectively and proportionately.
- 1.2 Following a period of operation sufficient to allow the arrangements to be tested in practice, officers were asked to review how the scrutiny function had operated and to present the findings to the Overview and Scrutiny Committee.
- 1.3 The review focused on comparing the current single-committee arrangements with a two-committee model. The intention was to provide Members with clear, evidence-based information to support decision-making.

## **2. Scope and Methodology**

- 2.1. The review was designed to be proportionate and evidence-led. It focused on practical experience of scrutiny arrangements rather than constitutional theory. Evidence was gathered through targeted questionnaires issued to Members and officers who engage with scrutiny in different roles, including Overview and Scrutiny Members, Cabinet Members, Group Leaders, senior and service-level officers, and Democratic Services Officers.
- 2.2. All questionnaires included a set of core questions to enable comparison across respondent groups. Additional role-specific questions were included to capture perspectives on matters such as Cabinet engagement, political balance, officer workload and administrative sustainability. Responses were analysed to identify common themes and areas of divergence, and these are reflected in the findings set out below.

### **3. Legislative, Statutory and Best-Practice Context**

- 3.1. The Council's Overview and Scrutiny function operates within a statutory framework established by the Local Government Act 2000 (as amended), with further powers and responsibilities set out in the Local Government and Public Involvement in Health Act 2007.
- 3.2. In undertaking this review, officers have had regard to the Government's Overview and Scrutiny: Statutory Guidance for Councils, which requires local authorities to have regard to its principles and encourages councils to keep their scrutiny arrangements under review to ensure they remain effective and fit for purpose.
- 3.3. The statutory guidance is clear that there is no single prescribed model for scrutiny and that authorities should determine arrangements that reflect their local context. It emphasises the importance of culture, clarity of purpose, constructive challenge and effective engagement with decision-makers, rather than focusing solely on structural arrangements.
- 3.4. Officers have also had regard to recognised sector-led best practice, including guidance from the Centre for Governance and Scrutiny and the Local Government Association. This guidance consistently highlights that effective scrutiny is supported by clear work programming, strong Member leadership, manageable workloads and constructive relationships between Members and officers.
- 3.5. This context has informed both the scope of the review and the way in which evidence has been considered and presented.

### **4. Consultation Overview – Headline Finding**

- 4.1. A total of 21 responses were received as part of the consultation exercise.
- 4.2. Of these, 20 respondents expressed a clear preference regarding the future structure of the scrutiny function. One respondent did not indicate a preference for either model.
- 4.3. Of those respondents who expressed a preference:
  - 16 respondents (80%) supported the continuation of a single Overview and Scrutiny Committee; and
  - 4 respondents (20%) expressed a preference for a two-committee scrutiny model.

### **5. Summary of Consultation Feedback – Core Questions**

#### **5.1. Effectiveness of the Scrutiny Model**

- 5.1.1. Responses to the consultation reflected a range of views based on respondents' experience of scrutiny under both the former two-committee structure and the current single-committee arrangements. While opinions differed on specific aspects of operation, the consultation demonstrated a clear majority preference among respondents for the continuation of a single Overview and Scrutiny Committee structure.

- 5.1.2. Respondents supporting the single-committee model commonly referred to improved visibility of scrutiny activity, greater continuity in discussions and a clearer collective understanding of the committee's role and priorities. Officers also noted that a single forum for scrutiny had reduced uncertainty around where items should be considered and enabled more consistent preparation.
- 5.1.3. Those respondents who favoured a two-committee structure identified benefits in terms of focus and the ability to concentrate on specific subject areas. However, these views were expressed by a smaller number of respondents and were not reflective of the majority position.

## 5.2. **Manageability of Workload**

- 5.2.1. A majority of respondents indicated that scrutiny workload under the single-committee model is manageable. While some acknowledged that individual meetings can be longer, this was commonly viewed as being balanced by the reduction in the overall number of scrutiny meetings and the elimination of duplicated agenda items.
- 5.2.2. Under the former two-committee model, some respondents recalled issues around duplication of reports, overlap between committees and uncertainty over which committee should consider particular items.
- 5.2.3. Several respondents commented that, under the single-committee model, the overall time commitment associated with scrutiny had become more predictable, with fewer meetings and less duplication of papers. Where longer meetings were identified, respondents generally considered this preferable to attending multiple scrutiny committees considering overlapping business.

## 5.3. **Engagement and Working Relationships**

- 5.3.1. Responses suggested that engagement between Members and officers has generally benefited from the move to a single scrutiny committee. Respondents highlighted clearer communication routes and a more coherent forum for discussion. Although engagement was also regarded as broadly positive under the previous two-committee structure, fewer respondents identified it as a strong advantage of that model when compared with the current arrangements.
- 5.3.2. Officers from across service areas reported clearer expectations around attendance and reporting, with a single scrutiny committee providing a more straightforward point of engagement. From a Member perspective, respondents cited improved continuity of debate and more consistent attendance as contributing to stronger working relationships.

## 5.4. **Influence on Decision-Making**

- 5.4.1. Views on scrutiny's influence on decision-making varied. However, several respondents indicated that the single-committee model provides clearer alignment with Cabinet and Full Council decision-making timetables, making it easier for scrutiny to engage at the appropriate stage.

5.4.2. A number of responses also noted that scrutiny impact is influenced by factors such as leadership, culture and preparation, rather than committee structure alone.

5.4.3. A number of respondents observed that the alignment of scrutiny meetings with the Forward Plan and decision-making timetable had improved under the single-committee model, supporting earlier and more structured engagement where appropriate.

## 5.5. Preferred Model Going Forward

5.5.1. When asked which scrutiny structure would best support the Council going forward, the majority of respondents indicated support for retaining a single Overview and Scrutiny Committee. This preference was expressed by both Members and officers and represented the majority position across respondent groups.

## 6. Role - Specific Feedback

6.1. In addition to the core questions, respondents provided feedback from their specific perspectives.

6.2. Cabinet Members commented on the clarity provided by having a single point of scrutiny engagement, noting predictable timings and a clearer interface with decision-making. Group Leader feedback highlighted differing views on representation and participation, with some identifying advantages in a larger scrutiny forum and others noting that additional committees could provide broader opportunities for involvement.

6.3. Officer feedback emphasised improved clarity around where reports should be presented, more predictable reporting timelines and reduced confusion compared with the previous two-committee arrangements. Democratic Services Officers highlighted benefits in terms of workflow, publication cycles and the sustainability of supporting scrutiny within existing resources.

## 7. The Way Forward – Options for Consideration

7.1. The options set out below reflect the evidence gathered through the review and outline the practical implications of each approach:

### 7.2. Option 1: Continue with a Single Overview and Scrutiny Committee

7.2.1. Continuing with a single scrutiny committee would build on the arrangements introduced in May 2025 and supported by the majority of respondents to the consultation. This option would focus on refining and strengthening existing practice rather than introducing further structural change at a time when the Government is looking to reorganise local government in Lincolnshire.

7.2.2. In practical terms, this would include continued development of the scrutiny work programme, consideration of agenda management to ensure adequate time for key items, consideration of task groups for in depth work where this is considered appropriate and ongoing Member development to support effective scrutiny. From

an officer perspective, this option is considered administratively sustainable within existing resources.

### **7.3. Option 2: Return to a Two-Committee Scrutiny Model**

- 7.3.1. A decision to return to a two-committee model would not represent a simple reinstatement of previous arrangements as these were based on old corporate priorities. If Members were minded to pursue this option, further work would be required to redesign committee remits, update terms of reference and align work programming with current corporate priorities.
- 7.3.2. Additional considerations would include scheduling, Member capacity and officer support requirements. Further preparatory work would therefore be necessary before such a change could be implemented.

## **8. Conclusion**

- 8.1. The review demonstrates that both single-committee and two-committee scrutiny models are capable of supporting effective scrutiny when appropriately designed and supported. However, consultation feedback shows that a clear majority of respondents who expressed a preference favoured the continuation of a single Overview and Scrutiny Committee.

## **Implications**

### **South and East Lincolnshire Councils Partnership**

None.

### **Corporate Priorities**

Effective overview and scrutiny supports good governance across all corporate priorities.

### **Staffing**

The Council's Scrutiny function is managed by the Democratic Services Team and supported by Corporate Support Officers from the Corporate Management Team.

### **Workforce Capacity Implications**

None.

### **Constitutional and Legal Implications**

Any changes to the Council's Scrutiny function would require an update to the Council's Constitution.

### **Data Protection**

None.

## **Financial**

Increasing the number of Overview & Scrutiny Committees from one to two would result in an additional expense on the basis of increasing the number of allowances paid to Chairmen of Overview & Scrutiny Committee and Vice-Chairmen of Overview & Scrutiny Committee within the Members' Allowance Scheme, Part 5 of the Council's Constitution.

## **Risk Management**

Ineffective scrutiny arrangements may weaken governance and accountability.

## **Stakeholder / Consultation / Timescales**

Targeted consultation with Members and officers was undertaken between March and April 2026.

## **Reputation**

Effective scrutiny arrangements support public confidence in the Council's governance and decision-making.

## **Contracts**

None.

## **Crime and Disorder**

None.

## **Equality and Diversity / Human Rights / Safeguarding**

None.

## **Health and Wellbeing**

None.

## **Climate Change and Environment Impact Assessment**

Not undertaken.

## **Acronyms**

None.

## **Appendices**

None.

## Background Papers

Background papers used in the production of this report are listed below: -

<b>Document title</b>	<b>Where the document can be viewed</b>
Scrutiny Arrangements Review	Overview & Scrutiny – Corporate and Community Committee on 8 <sup>th</sup> May 2025: <a href="http://modgovbb.bostonad.dom/ieListDocuments.aspx?CId=135&amp;MId=2341&amp;Ver=4">http://modgovbb.bostonad.dom/ieListDocuments.aspx?CId=135&amp;MId=2341&amp;Ver=4</a>
Scrutiny Arrangements	Full Council on 19 <sup>th</sup> May 2025: <a href="http://modgovbb.bostonad.dom/ieListDocuments.aspx?CId=132&amp;MId=2153&amp;Ver=4">http://modgovbb.bostonad.dom/ieListDocuments.aspx?CId=132&amp;MId=2153&amp;Ver=4</a>

## Chronological History of this Report

<b>Name of Body</b>	<b>Date</b>
Overview & Scrutiny – Corporate and Community Committee	8 <sup>th</sup> May 2025
Full Council	19 <sup>th</sup> May 2025

## Report Approval

Report author:	Amanda Dickinson, Democratic Services Team Leader <a href="mailto:amanda.dickinson@boston.gov.uk">amanda.dickinson@boston.gov.uk</a>
Signed off by:	John Medler, Service Director – Legal & Governance (Monitoring Officer) <a href="mailto:john.medler@e-lindsey.gov.uk">john.medler@e-lindsey.gov.uk</a>
Approved for publication:	John Medler, Service Director – Legal & Governance (Monitoring Officer) <a href="mailto:john.medler@e-lindsey.gov.uk">john.medler@e-lindsey.gov.uk</a>



<b>Report To:</b>	Overview & Scrutiny Committee
<b>Date:</b>	30 <sup>th</sup> April 2026
<b>Subject:</b>	Quarter 3 25/26 Performance Report
<b>Purpose:</b>	To provide an update on performance as at the end of December 2025 to feed into the Committee's work programme
<b>Key Decision:</b>	No
<b>Portfolio Holder:</b>	Councillor Dale Broughton, Leader of the Council
<b>Report Of:</b>	James Gilbert, Service Director – Corporate Services
<b>Report Author:</b>	Suzanne Rolfe, Group Manager – Insights & Transformation
<b>Ward(s) Affected:</b>	All
<b>Exempt Report:</b>	No

## Summary

This performance report covers Q3 of 2025/26, up to the end of December 2025. This may assist Committee members to identify areas of particular interest to add to their work programme.

## Recommendations

To note the performance information and consider if there are any items that Committee members would like to add to the Committee's future work programme.

## Reasons for Recommendations

This is a regular quarterly performance report to potentially feed in to plans for the Committee's future work programme.

## Other Options Considered

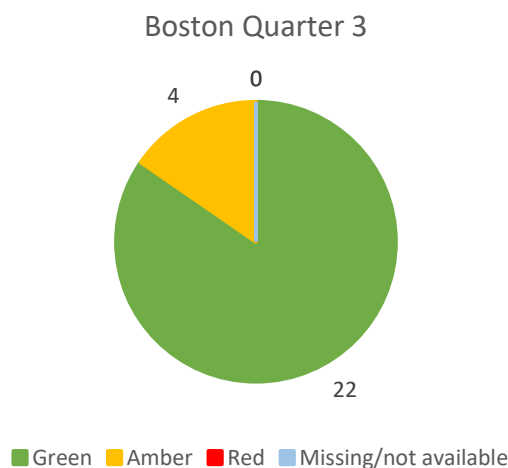
Alternative reporting arrangements.

### 1. Background

- 1.1 A joint performance management framework was agreed across the South & East Lincolnshire Councils Partnership for 2025/26 to support the delivery of services. Key Performance Indicators (KPIs) have been agreed to capture performance against the strategic priorities of the Partnership and the individual Councils.
- 1.2 This report presents the information for Boston Borough Council for Quarter 3 of 2025/26 (as at the end of December 2025).
- 1.3 This information is presented to Overview & Scrutiny Committee to assist in the identification of areas of particular interest for the future work programme.

### 2. Performance (Appendix A)

- 2.1 In total there are 92 KPIs for Boston Borough Council in 2025/26. These are set out by priority in Appendix A following the adoption of the Sub-regional Strategy.
- 2.2 There are 27 targeted indicators where performance is within the direct control of the Council, with past data or comparisons available on which to base those targets. Indicators were developed to stretch performance in teams. Green indicators are on target, amber indicators are within tolerance and red indicators are off target. One of the waste measures is reported as a target measure in Q1 but will revert to a trend only until Q1 26/27. Commentary is provided in Appendix A for the red indicator.



- 2.3 Shading has been added to the past quarters' data where possible, to show whether it was on target previously, to help provide more visual context for direction of travel. The shading is deliberately more muted for past data to keep the focus on the current performance. Where targets have changed since the previous year, this has been noted in the commentary, otherwise targets are the same.

- 2.4 There are also 65 trend indicators, which show context for policy decisions and resource allocation. The trend indicators have been reviewed to consider if any can become targeted measures if past data is now available. No changes are proposed at this time.
- 2.5 Performance indicators relating to PSPS Revenue and Benefits call volumes, answer rate and call time have been removed from the SLA for 2025/26. Customer contact related calls and answer rate PIs remain.

### **3. Conclusion**

- 3.1 Overall, performance in Q3 of 2025/26 is in line with targets and remedial action is in place where required.

### **Implications**

#### **South and East Lincolnshire Councils Partnership**

A Partnership approach has been agreed for 2025/26.

#### **Corporate Priorities**

Whole report. Performance information is set out by priority.

#### **Staffing**

No implications specific to this report. KPIs relating to staffing are included in the report.

#### **Workforce Capacity Implications**

No implications specific to this report. KPIs relating to workforce capacity are included in the report.

#### **Constitutional and Legal Implications**

No implications specific to this report

#### **Data Protection**

No implications specific to this report

#### **Financial**

No implications specific to this report

#### **Risk Management**

No implications specific to this report

#### **Stakeholder / Consultation / Timescales**

Consultation with SLT

## **Reputation**

No implications specific to this report.

## **Contracts**

No implications specific to this report. KPIs relating to contracts and procurement are included in the report.

## **Crime and Disorder**

No implications specific to this report.

## **Equality and Diversity / Human Rights / Safeguarding**

No implications specific to this report.

## **Health and Wellbeing**

No implications specific to this report.

## **Climate Change and Environmental Implications**

No implications specific to this report.

## **Acronyms**

- 2Y: 2 year rolling period
- B&B: Bed & Breakfast accommodation
- BAU: Business As Usual
- CC: Customer Contact
- DD: Direct Debit
- DWP: Department for Work and Pensions
- EAP: Employee Assistance Programme
- KPIs: Key Performance Indicators
- LGR: Local Government Reorganisation
- OFLOG: Office for Local Government
- Q: Quarterly (Q1: April to June; Q2: July to September; Q3: October to December; Q4: January to March)
- NDR: Non-domestic rates (business rates)
- R&B: Revenues & Benefits
- SLA: Service Level Agreement
- SLT: Senior Leadership Team
- YE: Year End (April to March)

## **Appendices**

Appendices are listed below and attached to the back of the report:

Appendix A                      Q3 performance

## **Background Papers**

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

## **Chronological History of this Report**

Cabinet: 28<sup>th</sup> March 2026

## **Report Approval**

Report author:	Richard Baldwin, Strategic Performance Analyst <a href="mailto:richard.baldwin@e-lindsey.gov.uk">richard.baldwin@e-lindsey.gov.uk</a>
Signed off by:	James Gilbert, Service Director – Corporate Services, <a href="mailto:james.gilbert@e-lindsey.gov.uk">james.gilbert@e-lindsey.gov.uk</a>
Approved for publication:	Councillor Dale Broughton, Leader of the Council, <a href="mailto:dale.broughton@boston.gov.uk">dale.broughton@boston.gov.uk</a>

This page is intentionally left blank

**Performance Indicators with Targeted Performance Levels**  
**Growth and Prosperity**

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Target	RAG									
Occupancy Rate at end of Quarter: Industrial Units	Andy Fisher	85.71%	92.86%	92.86%	96.43%	96.43%	92.86%	92.86%	97.00%		<table border="1"> <caption>Occupancy Rate at end of Quarter: Industrial Units</caption> <thead> <tr><th>Quarter</th><th>Occupancy Rate</th></tr> </thead> <tbody> <tr><td>Q1</td><td>85.71%</td></tr> <tr><td>Q2</td><td>92.86%</td></tr> <tr><td>Q3</td><td>92.86%</td></tr> </tbody> </table>	Quarter	Occupancy Rate	Q1	85.71%	Q2	92.86%	Q3	92.86%
Quarter	Occupancy Rate																		
Q1	85.71%																		
Q2	92.86%																		
Q3	92.86%																		
Commentary	Two units remained empty at the end of Q3 despite interest being expressed by a number of potential tenants. New enquiries land regularly but there is competition in the market place.																		
Percentage of major planning applications determined within 13/16 weeks (or agreed extended period)	Phil Norman	92.86%	90.77%	78.57%	76.00%	78.79%	82.93%	100.00%	65.00%		<table border="1"> <caption>Percentage of major planning applications determined within 13/16 weeks</caption> <thead> <tr><th>Quarter</th><th>Percentage</th></tr> </thead> <tbody> <tr><td>Q1</td><td>92.86%</td></tr> <tr><td>Q2</td><td>90.77%</td></tr> <tr><td>Q3</td><td>78.57%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	92.86%	Q2	90.77%	Q3	78.57%
Quarter	Percentage																		
Q1	92.86%																		
Q2	90.77%																		
Q3	78.57%																		
Percentage of non-major planning applications determined within 8 weeks (or agreed extended period)	Phil Norman	Not Previously Reported	Not Previously Reported	93.65%	87.93%	86.81%	87.93%	95.45%	75%		<table border="1"> <caption>Percentage of non-major planning applications determined within 8 weeks</caption> <thead> <tr><th>Quarter</th><th>Percentage</th></tr> </thead> <tbody> <tr><td>Q1</td><td>Not Previously Reported</td></tr> <tr><td>Q2</td><td>Not Previously Reported</td></tr> <tr><td>Q3</td><td>93.65%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	Not Previously Reported	Q2	Not Previously Reported	Q3	93.65%
Quarter	Percentage																		
Q1	Not Previously Reported																		
Q2	Not Previously Reported																		
Q3	93.65%																		
Percentage of major planning appeals allowed within the last 2 years (rolling period) against number of applications determined	Phil Norman	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	10%		<table border="1"> <caption>Percentage of major planning appeals allowed within the last 2 years</caption> <thead> <tr><th>Quarter</th><th>Percentage</th></tr> </thead> <tbody> <tr><td>Q1</td><td>0.00%</td></tr> <tr><td>Q2</td><td>0.00%</td></tr> <tr><td>Q3</td><td>0.00%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	0.00%	Q2	0.00%	Q3	0.00%
Quarter	Percentage																		
Q1	0.00%																		
Q2	0.00%																		
Q3	0.00%																		
Percentage of minor & other planning appeals allowed within the last 2 years (rolling period) against number of applications determined (OFLOG)	Phil Norman	0.00%	0.18%	0.00%	0.22%	0.22%	0.43%	0.35%	10%		<table border="1"> <caption>Percentage of minor &amp; other planning appeals allowed within the last 2 years</caption> <thead> <tr><th>Quarter</th><th>Percentage</th></tr> </thead> <tbody> <tr><td>Q1</td><td>0.00%</td></tr> <tr><td>Q2</td><td>0.18%</td></tr> <tr><td>Q3</td><td>0.00%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	0.00%	Q2	0.18%	Q3	0.00%
Quarter	Percentage																		
Q1	0.00%																		
Q2	0.18%																		
Q3	0.00%																		

Page 2 of 2

### Safe and Resilient Communities

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Target	RAG	
Percentage of cases opened at homelessness prevention stage (i.e. before they have become homeless)	Emily Spicer	61.29%	53.09%	50.59%	59.76%	59.34%	56.38%	63.01%	50.00%		
Commentary	The number of cases started before people became homeless remains above target. Process mapping work is to be completed to check whether there are any missed opportunities to assist people before they become homeless.										
Percentage of homelessness cases that were opened at homelessness prevention stage that resulted in the customer not becoming homeless	Emily Spicer	73.33%	58.00%	77.97%	75.61%	76.36%	87.76%	72.50%	50.00%		
Commentary	The total number of households prevented from becoming homeless is above the target.										
Number of families with children placed into Bed & Breakfast (B&B) for more than 6 weeks	Emily Spicer	0	0	0	0	0	0	0	0		
Commentary	Number of households with children were in B&B for more than 6 weeks remains at zero.										
Percentage of decisions issued on an applicant's initial homelessness application within target timescale of 33 working days	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	79.52%	85.54%	79.10%	75.00%		
Commentary	Performance has reduced this quarter but remains above target.										

Page 66

### Environment

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Target	RAG	
Percentage of household waste collected for recycling and composting	Victoria Burgess	35.14%	39.68%	27.26%	23.36%	34.52%	38.34%		45.00%	Annual Target Only	
Commentary	Data is reported one quarter in arrears.										
Percentage of recycling collected that is unable to be recycled (contamination)	Victoria Burgess	17.36%	13.54%	11.62%	9.56%	8.00%	6.34%	8.10%	14.00%		
Percentage of waste collections that were successful first time	Victoria Burgess	99.21%	98.75%	96.57%	97.00%	99.94%	99.96%	99.94%	99.80%		
Percentage of fly-tips collected within 3 working days of being reported	Victoria Burgess	99.21%	98.75%	96.57%	97.00%	98.49%	98.20%	98.06%	95.00%		

### Efficiencies and Efficacies



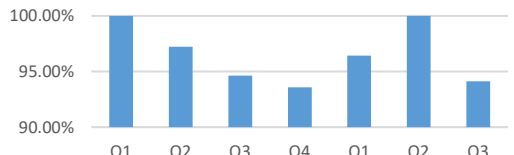
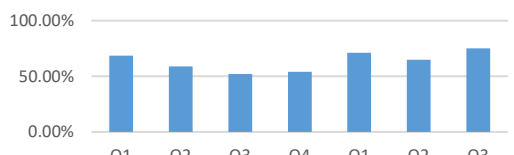
PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Target	RAG	
Occupancy Rate at end of Quarter: Other investment property	Andy Fisher	100.00%	96.55%	96.55%	96.55%	96.43%	100.00%	100.00%	97.00%		
Percentage of car parking income received against agreed annual budget – cumulative figure to end of successive quarters.	Andy Fisher	104.53%	107.14%	111.53%	104.52%	111.51%	105.40%	106.29%	100.00%		
Commentary	Income target exceeded in Q3 by £13,135.44 (£223,995.44 income vs base quarter budget of £210,860)										
PA Error rate (measured against estimated annual expenditure) (PSPS)	Russell Stone	0.04%	0.22%	0.25%	0.27%	0.08%	0.08%	0.37%	0.42%		
Business Rates in-year collection rate	Russell Stone	30.86%	55.33%	79.79%	98.83%	28.32%	54.18%	77.45%	79.00%		
Commentary	The current climate for business remains challenging and the reduction in the level of relief this year has impacted collection. Whilst a robust programme of recovery remains in place through Q4, as reported in Q2 there are 4 cases subject to last resort actions (currently totalling £800k), which continue to account for the majority of the shortfall in collection compared to target.										
Council Tax in-year collection rate	Russell Stone	26.93%	52.91%	79.12%	93.75%	27.55%	52.67%	77.90%	78.00%		

Housing Benefit New Claims speed of processing (Year to Date) (PSPS)	Russell Stone	30.00	25.00	24.67	25.75	18.00	17.00	18.00	25	
Housing Benefit Changes speed of processing (Year to Date) (PSPS)	Russell Stone	9.00	11.00	13.33	10.75	15.00	13.50	13.00	12	
Commentary	In quarter performance met the 12 day target, but year to date is still running above.									
Housing Benefit Overpayment Recovery rate (PSPS)	Russell Stone	152.97%	138.45%	132.21%	127.85%	219.28%	139.18%	120.89%	85.00%	
Hand Charges - Average number of days taken to process Local Authority searches (working days)	Christian Allen	5.20	7.45	6.94	6.93	4.16	5.43	3.51	8	
Percentage of corporate complaints responded to within corporately set timescales	John Medler	100.00%	100.00%	88.24%	93.33%	87.50%	86.67%	96.00%	95.00%	
Commentary	We have one outstanding which is now late in the planning service.									
Percentage of subject requests responded to within statutory timescales	John Medler	60.00%	100.00%	100.00%	100.00%	100.00%	83.33%	100.00%	95.00%	

Percentage of information requests responded to within statutory timescales	John Medler	98.48%	98.52%	100.00%	97.94%	97.84%	96.07%	97.66%	95.00%		<table border="1"> <caption>Percentage of information requests responded to within statutory timescales</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>98.48%</td></tr> <tr><td>Q2</td><td>98.52%</td></tr> <tr><td>Q3</td><td>100.00%</td></tr> <tr><td>Q4</td><td>97.94%</td></tr> <tr><td>Q1</td><td>97.84%</td></tr> <tr><td>Q2</td><td>96.07%</td></tr> <tr><td>Q3</td><td>97.66%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	98.48%	Q2	98.52%	Q3	100.00%	Q4	97.94%	Q1	97.84%	Q2	96.07%	Q3	97.66%
Quarter	Percentage																										
Q1	98.48%																										
Q2	98.52%																										
Q3	100.00%																										
Q4	97.94%																										
Q1	97.84%																										
Q2	96.07%																										
Q3	97.66%																										
Commentary		3 were 1 day late, and one was 4 days late.																									
Percentage of contacts resolved at first contact – targeted. (PSPS)	Phil Perry	83.43%	83.88%	83.54%	84.15%	87.58%	86.49%	86.39%	80.00%		<table border="1"> <caption>Percentage of contacts resolved at first contact – targeted. (PSPS)</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>83.43%</td></tr> <tr><td>Q2</td><td>83.88%</td></tr> <tr><td>Q3</td><td>83.54%</td></tr> <tr><td>Q4</td><td>84.15%</td></tr> <tr><td>Q1</td><td>87.58%</td></tr> <tr><td>Q2</td><td>86.49%</td></tr> <tr><td>Q3</td><td>86.39%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	83.43%	Q2	83.88%	Q3	83.54%	Q4	84.15%	Q1	87.58%	Q2	86.49%	Q3	86.39%
Quarter	Percentage																										
Q1	83.43%																										
Q2	83.88%																										
Q3	83.54%																										
Q4	84.15%																										
Q1	87.58%																										
Q2	86.49%																										
Q3	86.39%																										
Commentary		Total contacts - 13,729 Cases logged - 10,339 Service Requests - 1,490 Transfer & Message -1,900 - Council Tax (49.05%), Benefits (12.62%), Housing (9.36%) Levels of chase enquiry 7.05%, with service answer rate 36.51%, driving up transfer and message enquiries.																									
Average answer rate – Customer Contact (PSPS)	Phil Perry	82.01%	82.77%	90.34%	88.11%	85.94%	87.03%	92.50%	80.00%		<table border="1"> <caption>Average answer rate – Customer Contact (PSPS)</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>82.01%</td></tr> <tr><td>Q2</td><td>82.77%</td></tr> <tr><td>Q3</td><td>90.34%</td></tr> <tr><td>Q4</td><td>88.11%</td></tr> <tr><td>Q1</td><td>85.94%</td></tr> <tr><td>Q2</td><td>87.03%</td></tr> <tr><td>Q3</td><td>92.50%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	82.01%	Q2	82.77%	Q3	90.34%	Q4	88.11%	Q1	85.94%	Q2	87.03%	Q3	92.50%
Quarter	Percentage																										
Q1	82.01%																										
Q2	82.77%																										
Q3	90.34%																										
Q4	88.11%																										
Q1	85.94%																										
Q2	87.03%																										
Q3	92.50%																										

**Performance Indicators with Trend Only Performance Levels**  
**Growth and Prosperity**

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3																	
Building Control market share	Christian Allen	77.00%	84.00%	93.00%	77.00%	84.00%	86.00%	79.00%	<table border="1"> <caption>Building Control market share</caption> <thead> <tr><th>Quarter</th><th>Value</th></tr> </thead> <tbody> <tr><td>Q1</td><td>77.00%</td></tr> <tr><td>Q2</td><td>84.00%</td></tr> <tr><td>Q3</td><td>93.00%</td></tr> <tr><td>Q4</td><td>77.00%</td></tr> <tr><td>Q1</td><td>84.00%</td></tr> <tr><td>Q2</td><td>86.00%</td></tr> <tr><td>Q3</td><td>79.00%</td></tr> </tbody> </table>	Quarter	Value	Q1	77.00%	Q2	84.00%	Q3	93.00%	Q4	77.00%	Q1	84.00%	Q2	86.00%	Q3	79.00%
Quarter	Value																								
Q1	77.00%																								
Q2	84.00%																								
Q3	93.00%																								
Q4	77.00%																								
Q1	84.00%																								
Q2	86.00%																								
Q3	79.00%																								
Commentary	Difference between quarters is down to market volatility.																								
Value of Grants awarded via Grants4growth	Growth	£62,502	£63,168	£39,856	No Data Provided	£47,250	£184,386	£31,952	<table border="1"> <caption>Value of Grants awarded via Grants4growth</caption> <thead> <tr><th>Quarter</th><th>Value</th></tr> </thead> <tbody> <tr><td>Q1</td><td>£62,502</td></tr> <tr><td>Q2</td><td>£63,168</td></tr> <tr><td>Q3</td><td>£39,856</td></tr> <tr><td>Q4</td><td>No Data Provided</td></tr> <tr><td>Q1</td><td>£47,250</td></tr> <tr><td>Q2</td><td>£184,386</td></tr> <tr><td>Q3</td><td>£31,952</td></tr> </tbody> </table>	Quarter	Value	Q1	£62,502	Q2	£63,168	Q3	£39,856	Q4	No Data Provided	Q1	£47,250	Q2	£184,386	Q3	£31,952
Quarter	Value																								
Q1	£62,502																								
Q2	£63,168																								
Q3	£39,856																								
Q4	No Data Provided																								
Q1	£47,250																								
Q2	£184,386																								
Q3	£31,952																								
Number of Grants awarded via Grants4growth	Growth	5	8	8	No Data Provided	4	17	6	<table border="1"> <caption>Number of Grants awarded via Grants4growth</caption> <thead> <tr><th>Quarter</th><th>Value</th></tr> </thead> <tbody> <tr><td>Q1</td><td>5</td></tr> <tr><td>Q2</td><td>8</td></tr> <tr><td>Q3</td><td>8</td></tr> <tr><td>Q4</td><td>No Data Provided</td></tr> <tr><td>Q1</td><td>4</td></tr> <tr><td>Q2</td><td>17</td></tr> <tr><td>Q3</td><td>6</td></tr> </tbody> </table>	Quarter	Value	Q1	5	Q2	8	Q3	8	Q4	No Data Provided	Q1	4	Q2	17	Q3	6
Quarter	Value																								
Q1	5																								
Q2	8																								
Q3	8																								
Q4	No Data Provided																								
Q1	4																								
Q2	17																								
Q3	6																								
Number of Businesses assisted via Grants4growth	Growth	17	8	12	No Data Provided	32	11	7	<table border="1"> <caption>Number of Businesses assisted via Grants4growth</caption> <thead> <tr><th>Quarter</th><th>Value</th></tr> </thead> <tbody> <tr><td>Q1</td><td>17</td></tr> <tr><td>Q2</td><td>8</td></tr> <tr><td>Q3</td><td>12</td></tr> <tr><td>Q4</td><td>No Data Provided</td></tr> <tr><td>Q1</td><td>32</td></tr> <tr><td>Q2</td><td>11</td></tr> <tr><td>Q3</td><td>7</td></tr> </tbody> </table>	Quarter	Value	Q1	17	Q2	8	Q3	12	Q4	No Data Provided	Q1	32	Q2	11	Q3	7
Quarter	Value																								
Q1	17																								
Q2	8																								
Q3	12																								
Q4	No Data Provided																								
Q1	32																								
Q2	11																								
Q3	7																								
Number of Business registered via Grants4growth	Growth	No Data Provided	18	7	No Data Provided	32	11	7	<table border="1"> <caption>Number of Business registered via Grants4growth</caption> <thead> <tr><th>Quarter</th><th>Value</th></tr> </thead> <tbody> <tr><td>Q1</td><td>No Data Provided</td></tr> <tr><td>Q2</td><td>18</td></tr> <tr><td>Q3</td><td>7</td></tr> <tr><td>Q4</td><td>No Data Provided</td></tr> <tr><td>Q1</td><td>32</td></tr> <tr><td>Q2</td><td>11</td></tr> <tr><td>Q3</td><td>7</td></tr> </tbody> </table>	Quarter	Value	Q1	No Data Provided	Q2	18	Q3	7	Q4	No Data Provided	Q1	32	Q2	11	Q3	7
Quarter	Value																								
Q1	No Data Provided																								
Q2	18																								
Q3	7																								
Q4	No Data Provided																								
Q1	32																								
Q2	11																								
Q3	7																								

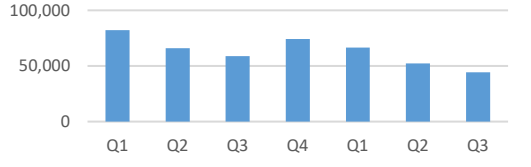
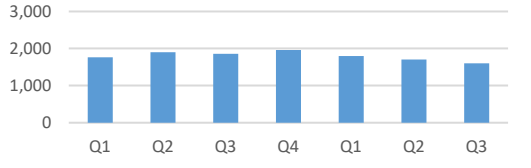
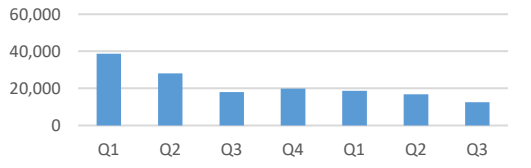
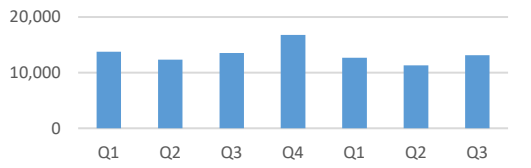
Matched funding achieved through local growth programmes (towns deal, LUF, UKSPF)	Growth	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	No Data Provided	£0	£0	 <p>A bar chart with a y-axis from £0 to £1 and an x-axis with labels Q1, Q2, Q3, Q4, Q1, Q2, Q3. All bars are at the zero level.</p>
Matched funding through Grants4Growth scheme	Growth	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	£73,002	£370,387	£61,992	 <p>A bar chart with a y-axis from £0 to £400,000 and an x-axis with labels Q1, Q2, Q3, Q4, Q1, Q2, Q3. The bars represent funding amounts: Q1 (approx. £73,002), Q2 (approx. £370,387), and Q3 (approx. £61,992).</p>
Percentage of decisions (major / minor / others) taken under delegation within period	Phil Norman	100.00%	97.22%	94.62%	93.59%	96.43%	100.00%	94.12%	 <p>A bar chart with a y-axis from 90.00% to 100.00% and an x-axis with labels Q1, Q2, Q3, Q4, Q1, Q2, Q3. The bars represent percentages: Q1 (100.00%), Q2 (97.22%), Q3 (94.62%), Q4 (93.59%), Q1 (96.43%), Q2 (100.00%), Q3 (94.12%).</p>
Council run stall occupancy level (Markets)	Phil Perry	68.50%	59.00%	52.10%	54.00%	71.00%	65.00%	75.14%	 <p>A bar chart with a y-axis from 0.00% to 100.00% and an x-axis with labels Q1, Q2, Q3, Q4, Q1, Q2, Q3. The bars represent occupancy levels: Q1 (68.50%), Q2 (59.00%), Q3 (52.10%), Q4 (54.00%), Q1 (71.00%), Q2 (65.00%), Q3 (75.14%).</p>

### Healthy Lives

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3									
Number of days to complete a stage 2 DFG	Emily Spicer	298	264	262	288	303	302	360.00	<table border="1"> <caption>Number of days to complete a stage 2 DFG</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>300</td> </tr> <tr> <td>Q2</td> <td>270</td> </tr> <tr> <td>Q3</td> <td>360</td> </tr> </tbody> </table>	Quarter	Value	Q1	300	Q2	270	Q3	360
Quarter	Value																
Q1	300																
Q2	270																
Q3	360																
Number of days to complete a stage 3 DFG	Emily Spicer	24	13	17	28	18	23	13.00	<table border="1"> <caption>Number of days to complete a stage 3 DFG</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>24</td> </tr> <tr> <td>Q2</td> <td>13</td> </tr> <tr> <td>Q3</td> <td>17</td> </tr> </tbody> </table>	Quarter	Value	Q1	24	Q2	13	Q3	17
Quarter	Value																
Q1	24																
Q2	13																
Q3	17																
Number of days to complete a stage 4 DFG	Emily Spicer	56	76	70	52	80	106	89.00	<table border="1"> <caption>Number of days to complete a stage 4 DFG</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>56</td> </tr> <tr> <td>Q2</td> <td>76</td> </tr> <tr> <td>Q3</td> <td>70</td> </tr> </tbody> </table>	Quarter	Value	Q1	56	Q2	76	Q3	70
Quarter	Value																
Q1	56																
Q2	76																
Q3	70																
Number of DFG referrals received	Emily Spicer	48	51	41	49	33	58	31.00	<table border="1"> <caption>Number of DFG referrals received</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>48</td> </tr> <tr> <td>Q2</td> <td>51</td> </tr> <tr> <td>Q3</td> <td>41</td> </tr> </tbody> </table>	Quarter	Value	Q1	48	Q2	51	Q3	41
Quarter	Value																
Q1	48																
Q2	51																
Q3	41																
Number of DFG grants approved	Emily Spicer	21	23	20	16	20	25	11.00	<table border="1"> <caption>Number of DFG grants approved</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>21</td> </tr> <tr> <td>Q2</td> <td>23</td> </tr> <tr> <td>Q3</td> <td>20</td> </tr> </tbody> </table>	Quarter	Value	Q1	21	Q2	23	Q3	20
Quarter	Value																
Q1	21																
Q2	23																
Q3	20																

Number of DFG grants completed	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	14	19	21.00	<table border="1"> <caption>Number of DFG grants completed</caption> <thead> <tr> <th>Quarter</th> <th>Number of Grants</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>14</td> </tr> <tr> <td>Q2</td> <td>19</td> </tr> <tr> <td>Q3</td> <td>21</td> </tr> </tbody> </table>	Quarter	Number of Grants	Q1	14	Q2	19	Q3	21
Quarter	Number of Grants																
Q1	14																
Q2	19																
Q3	21																
For a successful prevention outcome at least 32% should be achieved through keeping the household in the home presented from	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	12.00%	9.30%	6.89%	<table border="1"> <caption>Percentage of successful prevention outcomes</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>12.00%</td> </tr> <tr> <td>Q2</td> <td>9.30%</td> </tr> <tr> <td>Q3</td> <td>6.89%</td> </tr> </tbody> </table>	Quarter	Percentage	Q1	12.00%	Q2	9.30%	Q3	6.89%
Quarter	Percentage																
Q1	12.00%																
Q2	9.30%																
Q3	6.89%																
Commentary	Performance has decreased. Further work is required to improve performance including contacting high performing Councils.																
Percentage of not in priority need decisions should reflect at least the regional average for the East Midlands (32%)	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	50.00%	66.60%	42.00%	<table border="1"> <caption>Percentage of not in priority need decisions</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>50.00%</td> </tr> <tr> <td>Q2</td> <td>66.60%</td> </tr> <tr> <td>Q3</td> <td>42.00%</td> </tr> </tbody> </table>	Quarter	Percentage	Q1	50.00%	Q2	66.60%	Q3	42.00%
Quarter	Percentage																
Q1	50.00%																
Q2	66.60%																
Q3	42.00%																
Commentary	The number of cases classed as not being in priority need has reduced but is still above the regional average. Few main duty decisions were made meaning the percentage classed as non priority will change significantly if an applicant is or isn't classed as being in priority need.																
Percentage of intentional homelessness (IH) decisions should reflect at least the regional average for the East Midlands (5%)	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	0.00%	11.00%	28.57%	<table border="1"> <caption>Percentage of intentional homelessness (IH) decisions</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>0.00%</td> </tr> <tr> <td>Q2</td> <td>11.00%</td> </tr> <tr> <td>Q3</td> <td>28.57%</td> </tr> </tbody> </table>	Quarter	Percentage	Q1	0.00%	Q2	11.00%	Q3	28.57%
Quarter	Percentage																
Q1	0.00%																
Q2	11.00%																
Q3	28.57%																
Commentary	The number of cases classed as being intentionally homeless has increased. Few main duty decisions were made meaning the percentage classed as intentionally homeless will change significantly if an applicant is or isn't classed as intentionally homeless.																

Page 10

Visitor numbers / number of tickets sold, for leisure venues	Phil Perry	82,074	65,934	58,964	74,358	66,421	52,330	44,256	
Commentary	Most of the issues experienced this quarter such as heating and water temperature problems, reduced pool availability, and temporary closures, are linked to ongoing Boston Leisure Project works. These disruptions have affected user experience, led to cancellations, and raised concerns about site access, aesthetics, and missing features, all of which are impacting attendance and membership sales.								
Number of gym members	Phil Perry	1,768	1,903	1,860	1,963	1,802	1,707	1,601	
Number of swims	Phil Perry	38,684	28,123	18,103	19,878	18,722	16,753	12,478	
Number of swimming lessons	Phil Perry	13,767	12,321	13,538	16,810	12,690	11,296	13,119	

### Safe and Resilient Communities

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3																	
Food Safety – percentage of rateable food businesses with a rating of 3 (generally satisfactory) or above as a Percentage of the total number of rateable food businesses.	Christian Allen	97.85%	98.00%	96.90%	97.70%	97.15%	97.50%	97.70%	<table border="1"> <caption>Food Safety Percentage Data</caption> <thead> <tr><th>Quarter</th><th>Percentage</th></tr> </thead> <tbody> <tr><td>Q1</td><td>97.85%</td></tr> <tr><td>Q2</td><td>98.00%</td></tr> <tr><td>Q3</td><td>96.90%</td></tr> <tr><td>Q4</td><td>97.70%</td></tr> <tr><td>Q1</td><td>97.15%</td></tr> <tr><td>Q2</td><td>97.50%</td></tr> <tr><td>Q3</td><td>97.70%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	97.85%	Q2	98.00%	Q3	96.90%	Q4	97.70%	Q1	97.15%	Q2	97.50%	Q3	97.70%
Quarter	Percentage																								
Q1	97.85%																								
Q2	98.00%																								
Q3	96.90%																								
Q4	97.70%																								
Q1	97.15%																								
Q2	97.50%																								
Q3	97.70%																								
Number of organisations supported with accessing funding	Emily Spicer	0	2	0	0	0	3	1	<table border="1"> <caption>Organisations Supported with Accessing Funding Data</caption> <thead> <tr><th>Quarter</th><th>Count</th></tr> </thead> <tbody> <tr><td>Q1</td><td>0</td></tr> <tr><td>Q2</td><td>2</td></tr> <tr><td>Q3</td><td>0</td></tr> <tr><td>Q4</td><td>0</td></tr> <tr><td>Q1</td><td>0</td></tr> <tr><td>Q2</td><td>3</td></tr> <tr><td>Q3</td><td>1</td></tr> </tbody> </table>	Quarter	Count	Q1	0	Q2	2	Q3	0	Q4	0	Q1	0	Q2	3	Q3	1
Quarter	Count																								
Q1	0																								
Q2	2																								
Q3	0																								
Q4	0																								
Q1	0																								
Q2	3																								
Q3	1																								
Commentary	1 Crowdfunding project successful, 1 further project still crowdfunding.																								
Number of verified rough sleepers during the month	Emily Spicer	28	31	20	27	35	24	25	<table border="1"> <caption>Verified Rough Sleepers Data</caption> <thead> <tr><th>Quarter</th><th>Count</th></tr> </thead> <tbody> <tr><td>Q1</td><td>28</td></tr> <tr><td>Q2</td><td>31</td></tr> <tr><td>Q3</td><td>20</td></tr> <tr><td>Q4</td><td>27</td></tr> <tr><td>Q1</td><td>35</td></tr> <tr><td>Q2</td><td>24</td></tr> <tr><td>Q3</td><td>25</td></tr> </tbody> </table>	Quarter	Count	Q1	28	Q2	31	Q3	20	Q4	27	Q1	35	Q2	24	Q3	25
Quarter	Count																								
Q1	28																								
Q2	31																								
Q3	20																								
Q4	27																								
Q1	35																								
Q2	24																								
Q3	25																								
Commentary	The number of people sleeping rough during December is 5 higher than a year ago however this was the lowest figure that year. The number of people sleeping rough on a single night also increased which is unusual for this time of year.																								
Number of properties improved through Council intervention	Emily Spicer	6	3	3	13	15	4	7	<table border="1"> <caption>Properties Improved through Council Intervention Data</caption> <thead> <tr><th>Quarter</th><th>Count</th></tr> </thead> <tbody> <tr><td>Q1</td><td>6</td></tr> <tr><td>Q2</td><td>3</td></tr> <tr><td>Q3</td><td>3</td></tr> <tr><td>Q4</td><td>13</td></tr> <tr><td>Q1</td><td>15</td></tr> <tr><td>Q2</td><td>4</td></tr> <tr><td>Q3</td><td>7</td></tr> </tbody> </table>	Quarter	Count	Q1	6	Q2	3	Q3	3	Q4	13	Q1	15	Q2	4	Q3	7
Quarter	Count																								
Q1	6																								
Q2	3																								
Q3	3																								
Q4	13																								
Q1	15																								
Q2	4																								
Q3	7																								
Commentary	The team continues to develop under the supervision of the senior officer. The team continues to work on a number of complex enforcement cases along side cases that are being resolved through landlord engagement.																								

Page 10

The percentage of main duty decisions made within 5 working days of the end of the relief duty	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	50.00%	55.55%	50.00%	<table border="1"> <caption>Percentage of main duty decisions made within 5 working days of the end of the relief duty</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>50.00%</td> </tr> <tr> <td>Q2</td> <td>55.55%</td> </tr> <tr> <td>Q3</td> <td>50.00%</td> </tr> </tbody> </table>	Quarter	Percentage	Q1	50.00%	Q2	55.55%	Q3	50.00%
Quarter	Percentage																
Q1	50.00%																
Q2	55.55%																
Q3	50.00%																
Commentary	Performance remains similar to previous quarters. There has been under performance by one officer who is leaving the Council soon.																
Number of lets into the private rented sector	Emily Spicer	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	11	17	6	<table border="1"> <caption>Number of lets into the private rented sector</caption> <thead> <tr> <th>Quarter</th> <th>Number of Lets</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>11</td> </tr> <tr> <td>Q2</td> <td>17</td> </tr> <tr> <td>Q3</td> <td>6</td> </tr> </tbody> </table>	Quarter	Number of Lets	Q1	11	Q2	17	Q3	6
Quarter	Number of Lets																
Q1	11																
Q2	17																
Q3	6																
Commentary	Performance has decreased this quarter. Officers have been tasked with reviewing what can be done to improve performance.																

### Environment

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3																	
Number of homes improved through green home/warm home grants	Christian Allen	Not Previously Reported	Not Previously Reported	Not Previously Reported	Not Previously Reported	0	0	10	<table border="1"> <caption>Number of homes improved through green home/warm home grants</caption> <thead> <tr> <th>Quarter</th> <th>Number of Homes</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>0</td> </tr> <tr> <td>Q2</td> <td>0</td> </tr> <tr> <td>Q3</td> <td>10</td> </tr> </tbody> </table>	Quarter	Number of Homes	Q1	0	Q2	0	Q3	10								
Quarter	Number of Homes																								
Q1	0																								
Q2	0																								
Q3	10																								
Kingdom Contract: Number of Fixed Penalty Notices (FPNs) Issued - Litter (In quarter)	Christian Allen	284	183	291	250	231	125	156	<table border="1"> <caption>Kingdom Contract: Number of Fixed Penalty Notices (FPNs) Issued - Litter (In quarter)</caption> <thead> <tr> <th>Quarter</th> <th>Number of FPNs</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>284</td> </tr> <tr> <td>Q2</td> <td>183</td> </tr> <tr> <td>Q3</td> <td>291</td> </tr> <tr> <td>Q4</td> <td>250</td> </tr> <tr> <td>Q1</td> <td>231</td> </tr> <tr> <td>Q2</td> <td>125</td> </tr> <tr> <td>Q3</td> <td>156</td> </tr> </tbody> </table>	Quarter	Number of FPNs	Q1	284	Q2	183	Q3	291	Q4	250	Q1	231	Q2	125	Q3	156
Quarter	Number of FPNs																								
Q1	284																								
Q2	183																								
Q3	291																								
Q4	250																								
Q1	231																								
Q2	125																								
Q3	156																								
Kingdom Contract: Number of FPNs Issued - Fly Tipping (In quarter)	Christian Allen	10	16	24	32	16	19	13	<table border="1"> <caption>Kingdom Contract: Number of FPNs Issued - Fly Tipping (In quarter)</caption> <thead> <tr> <th>Quarter</th> <th>Number of FPNs</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>10</td> </tr> <tr> <td>Q2</td> <td>16</td> </tr> <tr> <td>Q3</td> <td>24</td> </tr> <tr> <td>Q4</td> <td>32</td> </tr> <tr> <td>Q1</td> <td>16</td> </tr> <tr> <td>Q2</td> <td>19</td> </tr> <tr> <td>Q3</td> <td>13</td> </tr> </tbody> </table>	Quarter	Number of FPNs	Q1	10	Q2	16	Q3	24	Q4	32	Q1	16	Q2	19	Q3	13
Quarter	Number of FPNs																								
Q1	10																								
Q2	16																								
Q3	24																								
Q4	32																								
Q1	16																								
Q2	19																								
Q3	13																								

Kingdom Contract: Number of FPNs Issued - other (e.g. PSPO etc.) (In quarter)	Christian Allen	11	4	10	18	33	27	27	
Kingdom Contract: Number of prosecutions completed to sentencing. (In quarter)	Christian Allen	29	30	12	15	15	11	12	
KG of total waste collected per household	Victoria Burgess	110.10	101.80	91.80	85.50	103.00	99.70	0.00	
Commentary	Q3 data will be available from LCC in April 2026.								

Page 108

### Efficiencies and Efficacies

PI Name	AD	Q1	Q2	Q3	Q4	Q1	Q2	Q3	
Repairs & Maintenance: Percentage committed spend against budget – cumulative	Andy Fisher	20.13%	61.16%	95.82%	164.33%	31.69%	58.98%	92.57%	
Commentary	Significant expenditure was incurred in Q3, especially in relation to the Municipal Buildings.								
Housing Benefit Caseload	Russell Stone	2150	2019	1909	1812	1681	1569	1502	

Council Tax Support Caseload	Russell Stone	2777	2838	2907	2951	3009	3051	3135	<table border="1"> <caption>Council Tax Support Caseload</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>2777</td></tr> <tr><td>Q2</td><td>2838</td></tr> <tr><td>Q3</td><td>2907</td></tr> <tr><td>Q4</td><td>2951</td></tr> <tr><td>Q1</td><td>3009</td></tr> <tr><td>Q2</td><td>3051</td></tr> <tr><td>Q3</td><td>3135</td></tr> </tbody> </table>	Quarter	Value	Q1	2777	Q2	2838	Q3	2907	Q4	2951	Q1	3009	Q2	3051	Q3	3135
Quarter	Value																								
Q1	2777																								
Q2	2838																								
Q3	2907																								
Q4	2951																								
Q1	3009																								
Q2	3051																								
Q3	3135																								
Business Rates RV	Russell Stone	£55,684,937	£55,782,060	£55,858,896	£55,714,554	£55,783,595	£55,679,773	£56,105,385	<table border="1"> <caption>Business Rates RV</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>£55,684,937</td></tr> <tr><td>Q2</td><td>£55,782,060</td></tr> <tr><td>Q3</td><td>£55,858,896</td></tr> <tr><td>Q4</td><td>£55,714,554</td></tr> <tr><td>Q1</td><td>£55,783,595</td></tr> <tr><td>Q2</td><td>£55,679,773</td></tr> <tr><td>Q3</td><td>£56,105,385</td></tr> </tbody> </table>	Quarter	Value	Q1	£55,684,937	Q2	£55,782,060	Q3	£55,858,896	Q4	£55,714,554	Q1	£55,783,595	Q2	£55,679,773	Q3	£56,105,385
Quarter	Value																								
Q1	£55,684,937																								
Q2	£55,782,060																								
Q3	£55,858,896																								
Q4	£55,714,554																								
Q1	£55,783,595																								
Q2	£55,679,773																								
Q3	£56,105,385																								
Business Rates Hereditaments	Russell Stone	2,484	2,485	2,488	2,481	2,496	2,498	2,517	<table border="1"> <caption>Business Rates Hereditaments</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>2,484</td></tr> <tr><td>Q2</td><td>2,485</td></tr> <tr><td>Q3</td><td>2,488</td></tr> <tr><td>Q4</td><td>2,481</td></tr> <tr><td>Q1</td><td>2,496</td></tr> <tr><td>Q2</td><td>2,498</td></tr> <tr><td>Q3</td><td>2,517</td></tr> </tbody> </table>	Quarter	Value	Q1	2,484	Q2	2,485	Q3	2,488	Q4	2,481	Q1	2,496	Q2	2,498	Q3	2,517
Quarter	Value																								
Q1	2,484																								
Q2	2,485																								
Q3	2,488																								
Q4	2,481																								
Q1	2,496																								
Q2	2,498																								
Q3	2,517																								
Council Tax Banded Dwellings	Russell Stone	31,775	31,858	31,930	31,989	32,032	32,061	32,265	<table border="1"> <caption>Council Tax Banded Dwellings</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>31,775</td></tr> <tr><td>Q2</td><td>31,858</td></tr> <tr><td>Q3</td><td>31,930</td></tr> <tr><td>Q4</td><td>31,989</td></tr> <tr><td>Q1</td><td>32,032</td></tr> <tr><td>Q2</td><td>32,061</td></tr> <tr><td>Q3</td><td>32,265</td></tr> </tbody> </table>	Quarter	Value	Q1	31,775	Q2	31,858	Q3	31,930	Q4	31,989	Q1	32,032	Q2	32,061	Q3	32,265
Quarter	Value																								
Q1	31,775																								
Q2	31,858																								
Q3	31,930																								
Q4	31,989																								
Q1	32,032																								
Q2	32,061																								
Q3	32,265																								
Direct Debit Payments	Russell Stone	58,658	59,207	59,404	38,928	58,663	58,572	58,546	<table border="1"> <caption>Direct Debit Payments</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>58,658</td></tr> <tr><td>Q2</td><td>59,207</td></tr> <tr><td>Q3</td><td>59,404</td></tr> <tr><td>Q4</td><td>38,928</td></tr> <tr><td>Q1</td><td>58,663</td></tr> <tr><td>Q2</td><td>58,572</td></tr> <tr><td>Q3</td><td>58,546</td></tr> </tbody> </table>	Quarter	Value	Q1	58,658	Q2	59,207	Q3	59,404	Q4	38,928	Q1	58,663	Q2	58,572	Q3	58,546
Quarter	Value																								
Q1	58,658																								
Q2	59,207																								
Q3	59,404																								
Q4	38,928																								
Q1	58,663																								
Q2	58,572																								
Q3	58,546																								
CTS New Claims – Number of Decisions Made	Russell Stone	568	357	574	535	474	472	460	<table border="1"> <caption>CTS New Claims – Number of Decisions Made</caption> <thead> <tr> <th>Quarter</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>568</td></tr> <tr><td>Q2</td><td>357</td></tr> <tr><td>Q3</td><td>574</td></tr> <tr><td>Q4</td><td>535</td></tr> <tr><td>Q1</td><td>474</td></tr> <tr><td>Q2</td><td>472</td></tr> <tr><td>Q3</td><td>460</td></tr> </tbody> </table>	Quarter	Value	Q1	568	Q2	357	Q3	574	Q4	535	Q1	474	Q2	472	Q3	460
Quarter	Value																								
Q1	568																								
Q2	357																								
Q3	574																								
Q4	535																								
Q1	474																								
Q2	472																								
Q3	460																								

CTS Changes – Number of Decisions Made	Russell Stone	2,517	1,894	1,821	6,299	2,686	1,841	1,604	
Discretionary Housing Payments (DHP) number of applications	Russell Stone	51	73	84	83	53	75	53	
Discretionary Housing Payments (DHP) number of awards	Russell Stone	18	47	18	39	22	33	24	
Discretionary Housing Payments (DHP) spend against Budget	Russell Stone	22.85%	53.46%	63.55%	86.74%	18.67%	47.49%	73.27%	
Procurement savings / benefits achieved (By the PSPS procurement team) In quarter	Russell Stone	£13,925	£35,930	£8,300	£11,500	£72,820	£15,254	£16,926	
Digital services take up (services accessed online) (PSPS)	Russell Stone	63	103	148	194	495	457	381	

Website visitors (accessing website information) (PSPS)	Russell Stone	133,265	45,494	41,478	72,493	66,518	59,266	62,955	<table border="1"> <caption>Website visitors (accessing website information) (PSPS)</caption> <thead> <tr> <th>Quarter</th> <th>Visitors</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>133,265</td></tr> <tr><td>Q2</td><td>45,494</td></tr> <tr><td>Q3</td><td>41,478</td></tr> <tr><td>Q4</td><td>72,493</td></tr> <tr><td>Q1</td><td>66,518</td></tr> <tr><td>Q2</td><td>59,266</td></tr> <tr><td>Q3</td><td>62,955</td></tr> </tbody> </table>	Quarter	Visitors	Q1	133,265	Q2	45,494	Q3	41,478	Q4	72,493	Q1	66,518	Q2	59,266	Q3	62,955
Quarter	Visitors																								
Q1	133,265																								
Q2	45,494																								
Q3	41,478																								
Q4	72,493																								
Q1	66,518																								
Q2	59,266																								
Q3	62,955																								
Percentage of Partnership workforce (surveyed collectively) who said 'Yes' when asked if they felt valued at work	James Gilbert	Half Yearly	79.00%	Half Yearly	84.80%	Half Yearly	76.30%	Half Yearly	<table border="1"> <caption>Percentage of Partnership workforce (surveyed collectively) who said 'Yes' when asked if they felt valued at work</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>79.00%</td></tr> <tr><td>Q2</td><td>84.80%</td></tr> <tr><td>Q3</td><td>76.30%</td></tr> <tr><td>Q4</td><td>84.80%</td></tr> <tr><td>Q1</td><td>76.30%</td></tr> <tr><td>Q2</td><td>84.80%</td></tr> <tr><td>Q3</td><td>76.30%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	79.00%	Q2	84.80%	Q3	76.30%	Q4	84.80%	Q1	76.30%	Q2	84.80%	Q3	76.30%
Quarter	Percentage																								
Q1	79.00%																								
Q2	84.80%																								
Q3	76.30%																								
Q4	84.80%																								
Q1	76.30%																								
Q2	84.80%																								
Q3	76.30%																								
Percentage of the Partnership workforce (surveyed collectively) who said 'Yes' they feel there are opportunities in the Partnership to learn and develop their skills and expertise	James Gilbert	Half Yearly	86.00%	Half Yearly	85.50%	Half Yearly	80.90%	Half Yearly	<table border="1"> <caption>Percentage of Partnership workforce (surveyed collectively) who said 'Yes' they feel there are opportunities in the Partnership to learn and develop their skills and expertise</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>86.00%</td></tr> <tr><td>Q2</td><td>85.50%</td></tr> <tr><td>Q3</td><td>80.90%</td></tr> <tr><td>Q4</td><td>85.50%</td></tr> <tr><td>Q1</td><td>80.90%</td></tr> <tr><td>Q2</td><td>85.50%</td></tr> <tr><td>Q3</td><td>80.90%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	86.00%	Q2	85.50%	Q3	80.90%	Q4	85.50%	Q1	80.90%	Q2	85.50%	Q3	80.90%
Quarter	Percentage																								
Q1	86.00%																								
Q2	85.50%																								
Q3	80.90%																								
Q4	85.50%																								
Q1	80.90%																								
Q2	85.50%																								
Q3	80.90%																								
Percentage of the Partnership workforce (surveyed collectively) who feel informed about the Partnership and what decisions it is making	James Gilbert	Half Yearly	60.00%	Half Yearly	64.70%	Half Yearly	62.20%	Half Yearly	<table border="1"> <caption>Percentage of Partnership workforce (surveyed collectively) who feel informed about the Partnership and what decisions it is making</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>60.00%</td></tr> <tr><td>Q2</td><td>64.70%</td></tr> <tr><td>Q3</td><td>62.20%</td></tr> <tr><td>Q4</td><td>64.70%</td></tr> <tr><td>Q1</td><td>62.20%</td></tr> <tr><td>Q2</td><td>64.70%</td></tr> <tr><td>Q3</td><td>62.20%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	60.00%	Q2	64.70%	Q3	62.20%	Q4	64.70%	Q1	62.20%	Q2	64.70%	Q3	62.20%
Quarter	Percentage																								
Q1	60.00%																								
Q2	64.70%																								
Q3	62.20%																								
Q4	64.70%																								
Q1	62.20%																								
Q2	64.70%																								
Q3	62.20%																								
Percentage of the Partnership workforce (surveyed collectively) who said 'Yes' they feel the Partnership recognises and supports positive mental health in the workplace	James Gilbert	Half Yearly	87.00%	Half Yearly	86.30%	Half Yearly	86.60%	Half Yearly	<table border="1"> <caption>Percentage of Partnership workforce (surveyed collectively) who said 'Yes' they feel the Partnership recognises and supports positive mental health in the workplace</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>87.00%</td></tr> <tr><td>Q2</td><td>86.30%</td></tr> <tr><td>Q3</td><td>86.60%</td></tr> <tr><td>Q4</td><td>86.30%</td></tr> <tr><td>Q1</td><td>86.60%</td></tr> <tr><td>Q2</td><td>86.30%</td></tr> <tr><td>Q3</td><td>86.60%</td></tr> </tbody> </table>	Quarter	Percentage	Q1	87.00%	Q2	86.30%	Q3	86.60%	Q4	86.30%	Q1	86.60%	Q2	86.30%	Q3	86.60%
Quarter	Percentage																								
Q1	87.00%																								
Q2	86.30%																								
Q3	86.60%																								
Q4	86.30%																								
Q1	86.60%																								
Q2	86.30%																								
Q3	86.60%																								
Staff Turnover Cumulative	James Gilbert	5.13%	10.22%	13.41%	18.03%	2.34%	6.02%	13.62%	<table border="1"> <caption>Staff Turnover Cumulative</caption> <thead> <tr> <th>Quarter</th> <th>Turnover (%)</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>5.13%</td></tr> <tr><td>Q2</td><td>10.22%</td></tr> <tr><td>Q3</td><td>13.41%</td></tr> <tr><td>Q4</td><td>18.03%</td></tr> <tr><td>Q1</td><td>2.34%</td></tr> <tr><td>Q2</td><td>6.02%</td></tr> <tr><td>Q3</td><td>13.62%</td></tr> </tbody> </table>	Quarter	Turnover (%)	Q1	5.13%	Q2	10.22%	Q3	13.41%	Q4	18.03%	Q1	2.34%	Q2	6.02%	Q3	13.62%
Quarter	Turnover (%)																								
Q1	5.13%																								
Q2	10.22%																								
Q3	13.41%																								
Q4	18.03%																								
Q1	2.34%																								
Q2	6.02%																								
Q3	13.62%																								

Voluntary Staff Turnover	James Gilbert	4.20%	5.70%	3.70%	3.20%	1.85%	3.28%	5.17%	<table border="1"> <caption>Voluntary Staff Turnover Data</caption> <thead> <tr> <th>Quarter</th> <th>Turnover (%)</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>4.20%</td></tr> <tr><td>Q2</td><td>5.70%</td></tr> <tr><td>Q3</td><td>3.70%</td></tr> <tr><td>Q4</td><td>3.20%</td></tr> <tr><td>Q1</td><td>1.85%</td></tr> <tr><td>Q2</td><td>3.28%</td></tr> <tr><td>Q3</td><td>5.17%</td></tr> </tbody> </table>	Quarter	Turnover (%)	Q1	4.20%	Q2	5.70%	Q3	3.70%	Q4	3.20%	Q1	1.85%	Q2	3.28%	Q3	5.17%
Quarter	Turnover (%)																								
Q1	4.20%																								
Q2	5.70%																								
Q3	3.70%																								
Q4	3.20%																								
Q1	1.85%																								
Q2	3.28%																								
Q3	5.17%																								
Number of working days lost to sickness per Full Time Equivalent (FTE) (Cumulative)	James Gilbert	2.73	5.31	7.74	10.89	2.40	3.68	7.45	<table border="1"> <caption>Number of working days lost to sickness per FTE Data</caption> <thead> <tr> <th>Quarter</th> <th>Days Lost</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>2.73</td></tr> <tr><td>Q2</td><td>5.31</td></tr> <tr><td>Q3</td><td>7.74</td></tr> <tr><td>Q4</td><td>10.89</td></tr> <tr><td>Q1</td><td>2.40</td></tr> <tr><td>Q2</td><td>3.68</td></tr> <tr><td>Q3</td><td>7.45</td></tr> </tbody> </table>	Quarter	Days Lost	Q1	2.73	Q2	5.31	Q3	7.74	Q4	10.89	Q1	2.40	Q2	3.68	Q3	7.45
Quarter	Days Lost																								
Q1	2.73																								
Q2	5.31																								
Q3	7.74																								
Q4	10.89																								
Q1	2.40																								
Q2	3.68																								
Q3	7.45																								
Commentary	An increase of 1.27 days lost per FTE compared to the previous quarter. As expected during the winter period the amount of absences due to coughs and colds increased during this period.																								
External funding – a calculation of external Partnership funding received as a trend – showing quarter by quarter and including a breakdown by Council	James Gilbert	£7,960,404	£17,636,760	£752,541	£39,848	£38,000	£1,827,466	£946,000	<table border="1"> <caption>External funding Data</caption> <thead> <tr> <th>Quarter</th> <th>Funding (£)</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>£7,960,404</td></tr> <tr><td>Q2</td><td>£17,636,760</td></tr> <tr><td>Q3</td><td>£752,541</td></tr> <tr><td>Q4</td><td>£39,848</td></tr> <tr><td>Q1</td><td>£38,000</td></tr> <tr><td>Q2</td><td>£1,827,466</td></tr> <tr><td>Q3</td><td>£946,000</td></tr> </tbody> </table>	Quarter	Funding (£)	Q1	£7,960,404	Q2	£17,636,760	Q3	£752,541	Q4	£39,848	Q1	£38,000	Q2	£1,827,466	Q3	£946,000
Quarter	Funding (£)																								
Q1	£7,960,404																								
Q2	£17,636,760																								
Q3	£752,541																								
Q4	£39,848																								
Q1	£38,000																								
Q2	£1,827,466																								
Q3	£946,000																								
Number of late reports not made available to the Democratic Services teams at agenda publication	John Medler	3	3	3	5	4	1	2	<table border="1"> <caption>Number of late reports Data</caption> <thead> <tr> <th>Quarter</th> <th>Number of Reports</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>3</td></tr> <tr><td>Q2</td><td>3</td></tr> <tr><td>Q3</td><td>3</td></tr> <tr><td>Q4</td><td>5</td></tr> <tr><td>Q1</td><td>4</td></tr> <tr><td>Q2</td><td>1</td></tr> <tr><td>Q3</td><td>2</td></tr> </tbody> </table>	Quarter	Number of Reports	Q1	3	Q2	3	Q3	3	Q4	5	Q1	4	Q2	1	Q3	2
Quarter	Number of Reports																								
Q1	3																								
Q2	3																								
Q3	3																								
Q4	5																								
Q1	4																								
Q2	1																								
Q3	2																								
Call volumes (PSPS)	Phil Perry	18,461	22,705	14,418	22,381	11,985	9,220	7,113	<table border="1"> <caption>Call volumes Data</caption> <thead> <tr> <th>Quarter</th> <th>Call Volume</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>18,461</td></tr> <tr><td>Q2</td><td>22,705</td></tr> <tr><td>Q3</td><td>14,418</td></tr> <tr><td>Q4</td><td>22,381</td></tr> <tr><td>Q1</td><td>11,985</td></tr> <tr><td>Q2</td><td>9,220</td></tr> <tr><td>Q3</td><td>7,113</td></tr> </tbody> </table>	Quarter	Call Volume	Q1	18,461	Q2	22,705	Q3	14,418	Q4	22,381	Q1	11,985	Q2	9,220	Q3	7,113
Quarter	Call Volume																								
Q1	18,461																								
Q2	22,705																								
Q3	14,418																								
Q4	22,381																								
Q1	11,985																								
Q2	9,220																								
Q3	7,113																								
Average Call Duration - Customer Contact (Seconds) (PSPS)	Phil Perry	314	341	251	243	322	348	322	<table border="1"> <caption>Average Call Duration Data</caption> <thead> <tr> <th>Quarter</th> <th>Average Duration (Seconds)</th> </tr> </thead> <tbody> <tr><td>Q1</td><td>314</td></tr> <tr><td>Q2</td><td>341</td></tr> <tr><td>Q3</td><td>251</td></tr> <tr><td>Q4</td><td>243</td></tr> <tr><td>Q1</td><td>322</td></tr> <tr><td>Q2</td><td>348</td></tr> <tr><td>Q3</td><td>322</td></tr> </tbody> </table>	Quarter	Average Duration (Seconds)	Q1	314	Q2	341	Q3	251	Q4	243	Q1	322	Q2	348	Q3	322
Quarter	Average Duration (Seconds)																								
Q1	314																								
Q2	341																								
Q3	251																								
Q4	243																								
Q1	322																								
Q2	348																								
Q3	322																								

Average Speed of Answer - Customer Contact (Seconds) (PSPS)	Phil Perry	191	164	86	121	172	159	88	
Number of Callbacks (PSPS)	Phil Perry	1,435	1,525	1,266	2,023	563	600	268	
Number of customers using webchat (PSPS)	Phil Perry	144	1,403	1,019	1,544	991	828	711	
Customer Contact Centre visits (PSPS)	Phil Perry	4,421	4,185	4,038	5,072	4,916	4,751	4,372	
Enquiries via email and social media (PSPS)	Phil Perry	1,442	1,331	1,289	1,166	1,199	1,020	985	

This page is intentionally left blank

# Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director</i> <i>D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting
29 May 25	<ul style="list-style-type: none"> <li>• Equality, Diversity and Inclusion Strategy and Action Plan</li> <li>• Joint Scrutiny of the Partnership Enviro Crime Enforcement Contract</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager – Organisational Development</li> <li>– Partnership Scrutiny Task Group</li> </ul>	Cllr A Dorrian  Cllr C Butler	17 Sep 25
17 June 25	<ul style="list-style-type: none"> <li>• HMO Update</li> <li>• Plan for Neighbourhoods</li> </ul>	<ul style="list-style-type: none"> <li>– Safer Communities Services Manager</li> <li>– Director of Economic Development</li> </ul>	Cllr J Baxter  Cllr A Dorrian	17 Sep 25
17 July 25	<ul style="list-style-type: none"> <li>• Equality, Diversity and Inclusion Strategy and Action Plan</li> <li>• Review of Crowdfunding Scheme</li> <li>• South &amp; East Lincolnshire Council's Partnership Body Worn Video Cameras (BWVC) Policy</li> <li>• Quarter 4 24/25 Performance and Risk Report</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager – Organisational Development</li> <li>– Community Leadership Manager</li> <li>– Community Safety Manager</li>   <li>– Group Manager Insights and Transformation</li> </ul>	Cllr A Dorrian  Cllr E Cresswell Cllr A Dorrian  Cllr A Dorrian	17 Sep 25  17 Sep 25  17 Sep 25  9 Jul 25
4 Sept 25	<ul style="list-style-type: none"> <li>• Highways LCC Portfolio Holder</li> <li>• Flood Report</li> </ul>	<ul style="list-style-type: none"> <li>– LCC Portfolio Holder</li> <li>– AD Regulatory</li> </ul>	Cllr D Broughton	17 Sep 25
2 Oct 25	<ul style="list-style-type: none"> <li>• Road Safety Briefing</li> <li>• Anglian Water</li> <li>• Plan for Neighbourhoods</li> <li>• SELCP Safeguarding Policy</li> <li>• Crime and Disorder</li> </ul>	<ul style="list-style-type: none"> <li>– Senior Manager LRSP</li> <li>– Public Affairs Team</li> <li>– Director of Economic Development</li> <li>– Safer Communities Manager (Operations)</li> </ul>	Cllr S Sharpe Cllr H Staples  Cllr S Ghosh	22 Oct 25 22 Oct 25

# Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting
	<ul style="list-style-type: none"> <li>• Budget Preparation 2026/27 - Approach &amp; Process</li> <li>• Local Council Tax Support</li> <li>• Pension and Pensions Discretions Policy</li> <li>• SELCP Safeguarding Policy</li> </ul>	<ul style="list-style-type: none"> <li>– Interim Director of Finance Section 151 Officer</li> <li>– Interim Director of Finance Section 151 Officer</li> <li>– Group Manager Organisational Development</li> <li>– AD Communities and Housing Services</li> </ul>	<p>Cllr S Ghosh</p> <p>Cllr Broughton</p> <p>Cllr H Staples</p>	<p>17 Sep 25</p> <p>10 Nov 25</p> <p>10 Dec 25</p>
6 Nov 25	<ul style="list-style-type: none"> <li>• Update on Community Lottery</li> <li>• Q1 24/25 Performance Report</li> <li>• Contracting of Leisure Facilities with an External Agent for Service Delivery</li> </ul>	<ul style="list-style-type: none"> <li>– Community Leadership Manager</li> <li>– Group Manager Insights and Transformation</li> <li>– Head of Special Projects</li> </ul>	<p>Cllr H Staples</p> <p>Cllr D Broughton</p> <p>Cllr S Sharpe</p>	<p>10 Dec 25</p> <p>10 Dec 25</p> <p>10 Dec 25</p>
9 Dec 25	<ul style="list-style-type: none"> <li>• Housing Standards Policies</li> <li>• Housing Allocations Policy</li> <li>• Q2 25/26 Performance and Risk Report</li> <li>• Trees and Hedgerows Strategy Action Plan</li> <li>• Social Media Policy</li> <li>• Scrutiny Annual Reports 2023/24 2024/25</li> </ul>	<ul style="list-style-type: none"> <li>– Safer Communities Service Manager</li> <li>– Senior Housing Officer</li> <li>– Group Manager Insights and Transformation</li> <li>– AD Regulatory</li> <li>– AD Corporate</li> <li>– Monitoring Officer</li> </ul>	<p>Cllr J Baxter</p> <p>Cllr J Baxter</p> <p>Cllr D Broughton</p> <p>Cllr C Rylott</p> <p>Cllr Broughton</p>	<p>27 Jan 26</p> <p>27 Jan 26</p> <p>10 Dec 25</p> <p>27 Jan 26</p> <p>27 Jan 26</p>
15 Jan 26	<ul style="list-style-type: none"> <li>• Budget Draft 2026/2027</li> </ul>	<ul style="list-style-type: none"> <li>– Head of Finance Delivery PSPSL</li> </ul>	<p>Cllr S Ghosh</p>	<p>10 Dec 25</p>

# Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting
10 Feb 26	<ul style="list-style-type: none"> <li>• Policing Chief Constable/Chief Inspector Richard Nethercott (Virtual)</li> <li>• Data Protection Policy and Record Management Policy.</li> <li>• Terms and Conditions - Alignment</li> </ul>	<ul style="list-style-type: none"> <li>– AD Regulatory</li> <li>– Monitoring Officer</li> <li>– AD Corporate</li> </ul>	<p style="text-align: center;">Cllr S Ghosh</p> <p style="text-align: center;">Cllr D Broughton</p>	<p style="text-align: center;">18 Feb 26</p> <p style="text-align: center;">2 Mar 26</p>
17 Mar 26	<ul style="list-style-type: none"> <li>• Quarter 3 25/26 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager Insights and Transformation</li> </ul>	Cllr D Broughton	25 Mar 26
30 Apr 26	<ul style="list-style-type: none"> <li>• Section 19 Agency Floods Post Report</li> <li>• Scrutiny Review</li> <li>• Quarter 3 25/26 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>– AD Regulatory</li> <li>– Monitoring Officer</li> <li>– Group Manager Insights and Transformation</li> </ul>	<p style="text-align: center;">Cllr D Broughton</p> <p style="text-align: center;">Cllr D Broughton</p>	

## Alternative options for Scrutiny working.

Task and Finish Group	Review of the Town Centre Task and Finish Group (Cllr Pryke, Chairman)
Member Working Group	
Inquiry Session	
All Member Briefings <i>pending at issue of agenda</i>	<p>Child Poverty – requested from November 2024 meeting.</p> <p>Update on PE21 – requested from Environment and Performance December 2024 meeting.</p>

# Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting

## Pending Confirmation:

- Bus Services. Possible work streams from the SICP report on Social Impact Population Change.
- Visitor Economy (Tourism).
- Local Plan (**Pending Review/Updates**)
- Lincolnshire Fire Service Building Fire Safety (New Council Year) **Date TBC**
- Scrutiny Workshop (New Council Year) **Date TBC**
- Members Refresher Training (New Council Year) **Date TBC**
- LCC Highways Portfolio Holder (**New Council Year**) **Date confirmed Portfolio Holder will attend June 2026 Committee Meeting**
- NHS Care after discharge (New Council Year) **Date TBC**
- NEPTS Patient Transport (New Council Year) **Date TBC**
- Carbon Footprint Update (New Council Year) **Date TBC**

**Chairman:** Councillor Paul Gleeson

**Vice Chairman:** Councillor Suzanne Welberry

**Lead Officer(s):** Deputy Chief Executive (Programme Delivery) and Assistant Director - General Fund Assets / Assistant Director – Regulatory

**Clerk:** Ray Flannery, Democratic Services Officer

# Overview and Scrutiny Committee Work Programme 2026–27

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting
June 2026	<ul style="list-style-type: none"> <li>• Highways LCC</li> <li>• Equality, Diversity and Inclusion Strategy and Action Plan</li> <li>• Destination Lincolnshire Local Visitor Economy Partnership Destination Management Plan and SELCP Destination Management Plan</li> <li>• Carbon Footprint Update FY22/23, FY23/24 &amp; FY24/25</li> <li>• Public Space Protection Order for Dog Controls</li> </ul>	<ul style="list-style-type: none"> <li>– Portfolio Holder LCC</li> <li>– Group Manager – Organisational Development</li> <li>– Director of Economic Development</li>   <li>– Climate Change and Environment Officer</li> <li>– Assistant Director Regulatory</li> </ul>	<p>Cllr D Broughton</p> <p>Cllr D Broughton Cllr S Sharpe</p> <p>Cllr C Rylott</p> <p>Cllr C Butler</p>	
July 2026	<ul style="list-style-type: none"> <li>• Quarter 4 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager Insights and Transformation</li> <li>–</li> </ul>	Cllr D Broughton	
Sept 2026	<ul style="list-style-type: none"> <li>• Cultural Services Delivery Arrangements</li> </ul>	–		
Oct 2026	<ul style="list-style-type: none"> <li>• Public Space Protection Order (PSPO) Alcohol Review</li> </ul>	– SD – Community and Housing Services	Cllr D Broughton	
Nov 2026	<ul style="list-style-type: none"> <li>• Annual Monitoring Report Pension and Pension Discretions Policy Note</li> <li>• Q1 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager for Community Leadership</li> <li>– Group Manager Insights and Transformation</li> </ul>	<p>Cllr H Staples</p> <p>Cllr D Broughton</p>	
Dec 2026	<ul style="list-style-type: none"> <li>•</li> </ul>	–		

# Overview and Scrutiny Committee Work Programme 2026–27

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting
Jan 2027	<ul style="list-style-type: none"> <li>• Q2 Performance Report</li> <li>• Scrutiny Annual Reports 2025/26</li> </ul>	<ul style="list-style-type: none"> <li>– Group Manager Insights and Transformation</li> <li>– Monitoring Officer</li> </ul>	Cllr D Broughton  Cllr D Broughton	
Feb 2027	<ul style="list-style-type: none"> <li>• Budget Draft 2026/2027</li> </ul>	<ul style="list-style-type: none"> <li>– Head of Finance Delivery PSPSL</li> </ul>	Cllr S Ghosh	
Mar 2027	<ul style="list-style-type: none"> <li>• Data Protection Policy and Record Management Policy.</li> <li>• Q3 Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>– Monitoring Officer</li> <li>– Group Manager Insights and Transformation</li> <li>–</li> </ul>	Cllr D Broughton Cllr D Broughton	

## Alternative options for Scrutiny working.

Task and Finish Group	Review of the Town Centre Task and Finish Group (Cllr Pryke, Chairman)
Member Working Group	
Inquiry Session	
All Member Briefings <i>pending at issue of agenda</i>	Child Poverty – requested from November 2024 meeting. Update on PE21 – requested from Environment and Performance December 2024 meeting.

# Overview and Scrutiny Committee Work Programme 2026–27

Meeting Date	Agenda Items	Report Author <i>A.D = Assistant Director</i> <i>D.C.X = Deputy Chief Executive</i>	Portfolio Holder	Cabinet Meeting

## Pending Confirmation:

- Bus Services. Possible work streams from the SICP report on Social Impact Population Change.
- Visitor Economy (Tourism).
- Local Plan (**Pending Review/Updates**)
- Lincolnshire Fire Service Building Fire Safety (New Council Year) **Date TBC**
- Scrutiny Workshop (New Council Year) **Date TBC**
- Members Refresher Training (New Council Year) **Date TBC**
- NHS Care after discharge (New Council Year) **Date TBC**
- NEPTS Patient Transport (New Council Year) **Date TBC**

**Chairman:** Councillor Paul Gleeson

**Vice Chairman:** Councillor Suzanne Welberry

**Lead Officer(s):** Deputy Chief Executive (Programme Delivery) and Assistant Director - General Fund Assets / Assistant Director – Regulatory

**Clerk:** Ray Flannery, Democratic Services Officer

This page is intentionally left blank



# BOSTON BOROUGH COUNCIL

## FORWARD PLAN

### 1 MAY TO 30 APRIL 2027

The Forward Plan is a forecast of decisions which are expected to be taken by the Cabinet in the next twelve months.

This Plan constitutes 28 day notice as required by virtue of Regulations 5(2) and 9(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information (England) Regulations 2012.

The Boston Borough Council definition of a key decision is:

- A decision which results in the authority incurring expenditure which is, or involves the making of savings which are significant having regard to the authority's budget for the service or function to which the decision relates; or
- Be significant in terms of its effect on communities living or working in an area comprising two or more wards of the Borough.

Decisions set out in this Plan will be taken by the Cabinet unless otherwise specified. All decisions included in this Plan will be taken on the basis of a written report and will be published on the Council's website before the meeting.

Please note that the decision dates are indicative and occasionally subject to change.

The Council invites members of the public to attend any of the meetings at which decisions will be discussed and the papers listed on the Plan can be viewed free of charge at the Customer Services Desk, Municipal Building, West Street, Boston, or on the Council's website, [www.boston.gov.uk](http://www.boston.gov.uk)

If you wish to make comments or representations regarding the decisions outlined in the Plan, please submit them in writing to the contact officer identified against each decision in the Plan, at least 2 working days before the date of the meeting at which the decision is to be taken.

Agendas, decisions and minutes are published on the Council's website [www.boston.gov.uk](http://www.boston.gov.uk)

#### **Cabinet Members:**

Cllr Dale Broughton (Leader)  
Cllr Mike Gilbert (Deputy Leader)

Cllr John Baxter  
Cllr Chris Mountain

Cllr Callum Butler  
Cllr Claire Rylott

Cllr Sandeep Ghosh  
Cllr Sarah Sharpe

Cllr Helen Staples

Report Title and Summary of Content	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Pride in Place Programme</b> For each local authority to accept the Government's offer of grant funding under the Pride in Place programme for their respective towns (Boston, Skegness, Mablethorpe, Spalding)	Key	Cabinet 5 May 2026	Full Council 18 May 2026	Open	Jon Burgess, Programme Manager jon.burgess@e-lindsey.gov.uk	Deputy Leader (Councillor Mike Gilbert)
<b>Pride in Place Impact Fund</b> For Members to approve the funding allocations for the use of the £1.5million Pride in Place Impact Fund and delegate authority to the Council's Director of Economic Growth to proceed with the delivery phase, in consultation with the Leader of the Council.	Key	Cabinet 5 May 2026		Open	Jon Burgess, Programme Manager jon.burgess@e-lindsey.gov.uk	Deputy Leader (Councillor Mike Gilbert)
<b>Public Space Protection Order for Dog Controls</b> To seek approval of a Public Space Protection for Dog Controls and Dog Fouling.	Non Key	Cabinet 24 Jun 2026		Open	Donna Hall, Group Manager Public Protection Donna.Hall@sholland.gov.uk	Portfolio Holder - Environmental Services (Councillor Callum Butler)
<b>Carbon Footprint Update FY22/23, FY23/24 &amp; FY24/25</b> To provide annual updates on the Carbon Footprint.	Non Key	Cabinet 24 Jun 2026		Open	Heather Prescott, Climate Change and Environment Officer heather.prescott@bo ston.gov.uk	Portfolio Holder - Green Spaces and Travel (Councillor Claire Rylott)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<p><b>Destination Management Plan for SELCP and the associated action plan for Boston</b></p> <p>Destination Lincolnshire are the defined Local Visitor Economy Partnership (LVEP) for the Lincolnshire and Rutland areas. As part of this they have created a Plan to 2033 to promote and co-ordinate the Visitor Economy.</p>	Key	Cabinet 24 Jun 2026		Open	Pranali Parikh, Executive Director - Economic Development pranali.parikh@boston.gov.uk	Portfolio Holder - Heritage, Culture and Tourism (Councillor Sarah Sharpe)
<p><b>Crisis and Resilience Fund</b></p> <p>To accept funding allocation from Lincolnshire County Council to deliver the Government funded Crisis and Resilience scheme locally.</p> <p><a href="#">Crisis and Resilience Fund: Guidance for local authorities in England (1 April 2026 to 31 March 2029) - GOV.UK</a></p>	Key	Cabinet 24 Jun 2026		Open	Roxanne Warrick, Healthy Living Strategic Lead roxanne.warrick@e-lindsey.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)
<p><b>Adoption of Boston Conservation Area Appraisal and Management Plan.</b></p> <p>Presented is the Boston Conservation Area Appraisal and Management Plan for Adoption - The document summarises the areas special interest, providing a brief history and character analysis to be used as evidence in future local plan making and decisions. The document provides a snapshot of the areas current condition and where necessary provides recommendations to the Council to help tackle any issues identified.</p>	Key	Cabinet 24 Jun 2026		Open	Emilie Wales, Heritage Manager emilie.wales@e-lindsey.gov.uk	Portfolio Holder - Heritage, Culture and Tourism (Councillor Sarah Sharpe)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<p><b>Lincolnshire Good Home Alliance and Disabled Facilities Grant Funding</b> To accept and approve the use of Better Care/Disabled Facilities Grant funding received from Lincolnshire County Council to contribute funding to an extension of the Lincolnshire Good Home Alliance Advice and Casework service.</p>	Key	Cabinet 24 Jun 2026		Open	Adam Newman-Pring, Good Home Alliance Lead adam.newman-pring@boston.gov.uk	Portfolio Holder - Housing (Councillor John Baxter)
<p><b>Quarter 4 25/26 Performance and Risk Report</b> To provide an update on performance and risk as at the end of each quarter.</p>	Non Key	Cabinet 30 Sep 2026		Open	Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk, Corey Gooch, Business Intelligence and Change Manager Corey.Gooch@sholland.gov.uk	Leader (Councillor Dale Broughton)
<p><b>Cultural Services Delivery Arrangements</b> To consider proposals for the future delivery of cultural services.</p>	Key	Cabinet 30 Sep 2026	Full Council 19 Oct 2026	Open	Mark Humphreys, Head of Special Projects (Leisure) mark.humphreys@e-lindsey.gov.uk	Portfolio Holder - Heritage, Culture and Tourism (Councillor Sarah Sharpe)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<p><b>Quarter 1 26/27 Performance and Risk Report</b> To provide an update on performance and risk as at the end of each quarter.</p>	Non Key	Cabinet 25 Nov 2026		Open	Corey Gooch, Business Intelligence and Change Manager Corey.Gooch@sholland.gov.uk, Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)
<p><b>Public Space Protection Order (PSPO) "Alcohol" Review</b> Boston Borough Council's Public Space Protection Order (in relation to Alcohol) commenced on Monday 12<sup>th</sup> January 2015. It is a statutory requirement that a public space protection order may not have effect for a period of more than 3 years, unless extended by the local authority responsible for granting the original order.</p>	Non Key	Cabinet 25 Nov 2026		Open	Sarah Cocker, Safer Communities Officer sarah.cocker@e-lindsey.gov.uk, Peter Hunn, Safer Communities Manager (Operations) peter.hunn@boston.gov.uk	Leader (Councillor Dale Broughton)
<p><b>Quarter 2 26/27 Performance and Risk Report</b> To provide an update on performance and risk as at the end of each quarter.</p>	Non Key	Cabinet 13 Jan 2027		Open	Corey Gooch, Business Intelligence and Change Manager Corey.Gooch@sholland.gov.uk, Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<p><b>Quarter 3 26/27 Performance and Risk Report</b> To provide an update on performance and risk as at the end of each quarter.</p>	Non Key	Cabinet 24 Mar 2027		Open	Corey Gooch, Business Intelligence and Change Manager Corey.Gooch@sholland.gov.uk, Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)