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Boston Borough Council

Chief Executive
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Municipal Buildings
Boston
Lincolnshire PE21 8QR
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Wednesday 24 September 2025

Notice of meeting of the Overview & Scrutiny Committee

Dear Councillor

You are invited to attend a meeting of the Overview & Scrutiny Committee
on **Thursday 2nd October 2025** 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 Neil Drayton
Councillors:	Alison Austin, Richard Austin BEM, David Brown, Emma Cresswell, Anne Dorrian, Stuart Evans, Andy Izard, Patricia Marson, Barrie Pierpoint, Ralph Pryke, Lina Savickiene, David Scoot and Suzanne Welberry

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 - 6)

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 29th September 2025.

Part II - Agenda Items

1 Lincolnshire Road Safety Partnership (Pages 7 - 56)

(A discussion with the Senior Manager of the Lincolnshire Road Safety Partnership)

2 Anglian Water Public Affairs Team (Verbal Report)

(A discussion with Anglian Water Public Affairs Team)

3 Crime and Disorder Report (Pages 57 - 146)

(A report by Emily Spicer, Assistant Director – Communities & Housing Services)

4 South and East Lincolnshire Councils Partnership Safeguarding Policy (Pages 147 - 176)

(A report by Emily Spicer, Assistant Director – Communities & Housing Services)

5 Budget Preparation 2026/27 - Approach & Process (Pages 177 - 184)

(A Report by Brendan Arnold, Interim Director of Finance (S151 Officer)

6 Local Council Tax Support Scheme 2026/27 - Consultation (Pages 185 - 192)

(A report by Brendan Arnold, Interim Director of Finance (S151 Officer)

7 Update on Plan for Neighbourhoods (Pages 193 - 204)

(A report by Pranali Parikh, Director of Economic Development)

8 Review of HR Policies - Pension & Pension Discretions Policy (Pages 205 - 234)

(A report by James Gilbert, Assistant Director – Corporate)

9 Work Programme and Forward Plan (Pages 235 - 248)

(For Members to note/discuss the Committee's current Work Programme and the Council's Forward Plan)

Notes:

Please contact Democratic Services (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.

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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 Thursday 4th September 2025 at 6.30 pm.

Present:

Councillor Paul Gleeson, in the Chair.
Councillors Councillor Neil Drayton, Stuart Evans, Andy Izard, Patricia Marson, Barrie Pierpoint, Ralph Pryke, Lina Savickiene, David Scoot and Suzanne Welberry.

Officers:
Assistant Director - Regulatory and Democratic Services Officer.

24 Apologies for Absence

Apologies were received from Councillors Allison Austin, Richard Austin BEM and Emma Cresswell.

25 Declarations of Interest

Councillors David Scoot and Stuart Evans declared their membership of the following outside bodies: Black Sluice Internal Drainage Board and Witham Fourth District Internal Drainage Board. Councillor Ralph Pryke also declared his membership of the Black Sluice Internal Drainage Board.

26 Minutes

The minutes of the meeting held on the 17th July 2025 were agreed and signed by the Chairman, subject to it being noted that Councillor Stuart Evans had submitted his apologies for that meeting which had been omitted in error.

27 Public Questions

No questions were received from the public.

28 Highways Update

The Committee noted that the Portfolio Holder for Highways at Lincolnshire County Council had been unable to attend the meeting. It was agreed that the item would be deferred to a future meeting and that Members would be invited to resubmit questions in advance.

The Committee also discussed officer attendance and noted that previous invitations had been declined. It was agreed that a further request would be made for an officer to accompany the Portfolio Holder when the item was rescheduled, to assist with technical matters.

29 Section 19; Flooding Investigation Report; Wyberton West Road / Park Road, Boston

The Committee received a detailed update from the Assistant Director – Regulatory on the statutory Section 19 Flooding Investigation Report commissioned by Lincolnshire County Council (LCC), in its role as Lead Local Flood Authority, and prepared by GeoSmart Information Ltd. The report related to the flooding incident that occurred in Boston in the early hours of 6th January 2025, which resulted in internal flooding to 38 residential properties on Wyberton West Road and Park Road.

Members were advised that the flooding was caused by a combination of factors, including:

- Intense rainfall and snowmelt across the Black Sluice catchment.
- Tidal locking, which prevented discharge from the South Forty Foot Drain into the Haven.
- Overtopping of two low wall sections along the southern bank of the South Forty Foot Drain.
- The decommissioning of the Black Sluice Pumping Station.
- Operational issues with sluice gates at the Black Sluice complex; and
- Settlement and joint failures in flood defence structures.

The Assistant Director explained that Lincolnshire County Council, as Lead Local Flood Authority, had a statutory duty to investigate the incident under Section 19 of the Flood and Water Management Act 2010. However, the Risk Management Authorities (RMAs) identified in the report—namely the Environment Agency, Black Sluice Internal Drainage Board, and Lincolnshire County Council—were not under any legal obligation to implement the recommendations. GeoSmart Information Ltd had been appointed by LCC to undertake the investigation and produce a document, which was attached as Appendix A within the report.

The Committee was informed that the Joint Lincolnshire Flood Risk and Water Management Partnership had an informal role in monitoring delivery of recommendations but lacked enforcement powers. This presented a challenge for the Council in seeking assurance that appropriate action would be taken to reduce future flood risk.

The Assistant Director recommended that the Committee adopt a stepped approach, beginning with an invitation to the RMAs to attend a future meeting and explain their response to the report's findings and recommendations. If this did not provide sufficient reassurance, the Committee could escalate the matter through Cabinet and onward to the County Council's scrutiny arrangements, which do have powers to scrutinise the exercise of flood risk management functions.

The Committee was advised that the report included six recommendations, covering both strategic and property-level resilience measures. These included:

- Installation of flood resistance and resilience measures at affected properties.
- Development of a community flood action plan.
- Review and update of hydraulic modelling for the South Forty Foot Drain.
- Improvements to the flood warning service for the area.

- Review of operational procedures for flood defence assets.
- Raising of the low wall sections to prevent future overtopping.

The Assistant Director confirmed that the report had been amended following feedback from the Environment Agency and Black Sluice Internal Drainage Board, and that the final version had been issued on 30 July 2025.

Members were invited to consider how the Committee could use its scrutiny functions to ensure that the RMAs delivered on the recommendations and provided reassurance to residents affected by the flooding.

During discussion, Members expressed concern regarding the lack of accountability and assurance that RMAs would act on the recommendations set out in the Section 19 Flooding Investigation Report. The Committee supported an escalatory approach, whereby the Committee would first invite the relevant RMAs — namely the Environment Agency, Black Sluice Internal Drainage Board, and Lincolnshire County Council — would be invited to attend a future meeting to explain their response. It was agreed that this would enable the Committee to build its understanding before considering any formal recommendations to Cabinet or the Lead Local Flood Authority.

Members highlighted the emotional and practical impact of the flooding on residents, noting that many had experienced significant distress and disruption. The discretionary grant scheme offered by the Council was discussed, with clarification provided that 24 of the 38 eligible households had applied. Members acknowledged the Council's visible role in the recovery effort and noted that public perception had unfairly placed blame on the authority, despite its limited responsibility for flood infrastructure.

Concerns were raised about the adequacy of flood modelling, particularly in relation to tidal conditions, and the lack of clarity around the installation of new lock gates at the docks. The Assistant Director confirmed that the flooding event under discussion was unrelated to the Boston Barrier or lock gates but offered to facilitate a future Members' Briefing on the lock gate project if required.

The Committee agreed that questions for the invited RMAs should be prepared and shared in advance to enable meaningful scrutiny. It was further suggested that residents be invited to submit questions via Members to ensure their concerns were represented.

Members discussed the broader implications of flood risk across the borough, including the potential for similar incidents in other areas. Reference was made to structural changes at County level, including the dissolution of the dedicated flooding committee, and the need to maintain pressure on RMAs to prioritise flood resilience. It was noted that one recommendation had already been actioned, with the introduction of a new flood warning service for the affected area.

Resolved:

1. **That the contents of the Section 19 Flooding Investigation Report relating to the flooding incident at Wyberton West Road and Park Road, Boston be noted.**

2. **That a stepped approach to scrutiny be agreed, beginning with an invitation to the relevant Risk Management Authorities—namely the Environment Agency, Black Sluice Internal Drainage Board, and Lincolnshire County Council—to attend a future meeting to explain their response to the report's recommendations.**

3. **That Members be requested to submit questions in advance of the meeting to enable meaningful scrutiny, and that Members invite affected residents to contribute questions via their ward councillors.**

4. **That, subject to the outcome of engagement with the Risk Management Authorities, the Committee consider making formal recommendations to Cabinet and/or the Lead Local Flood Authority to seek further assurance and action; and**

5. **That officers be requested to explore the status of the lock gate installation project at the docks and, if appropriate, arrange a future Members' Briefing to provide an update.**

30 Work Programme and Forward Plan

The Committee considered its current Work Programme and the Council's Forward Plan. Members noted that several items were listed as pending confirmation and requested that indicative dates be assigned to these items to assist with forward planning and ensure a balanced workload across the remainder of the municipal year.

It was observed that the programme appeared light between January and April 2026, and Members suggested that scheduled items be distributed more evenly across meetings to avoid gaps in Committee business. Officers were asked to review the pending items and provide an updated schedule showing when each item was expected to be brought forward. The Chairman confirmed that this would be taken forward as an action.

Members were reminded that the next meeting would include attendance from Anglian Water and the Lincolnshire Road Safety Partnership. The importance of submitting technical questions in advance was reiterated, to ensure that external guests were able to provide informed responses at the meeting and to avoid reliance on post-meeting correspondence.

As part of the work programme discussion, the Chairman of the Town Centre Task and Finish Group provided an update on the group's progress. Members were advised that the group had met on several occasions and had compiled a working list of issues and potential recommendations relating to the town centre. These included concerns about the definition of the town centre boundary, the number of vacant premises, the condition of signage and street furniture, and the lack of promotional materials for visitors.

The group had identified a number of areas for further exploration, including:

- Incentives to encourage reoccupation of empty retail and commercial units;
- Availability of grant funding for building improvements;
- Improvements to signage, lighting, and public realm;
- Enhanced promotion of Boston in neighbouring towns and visitor hubs;

- Better integration of transport information, including bus and train services;
- Measures to improve traffic flow and reduce congestion.

It was noted that the group had redrawn the town centre boundary to reflect Members' understanding of the area, which differed from the definition used by officers. The group intended to share this revised boundary with officers for consideration.

Members were advised that the group aimed to bring forward a report to the Committee before the end of the calendar year, with a view to submitting recommendations to Cabinet before the end of the financial year.

The Committee welcomed the update and expressed support for the group's work. Members emphasised the importance of improving the town's visibility, marketing, and visitor experience, and noted the need for coordination across departments and external partners.

The Portfolio Holder for the town centre confirmed that work was ongoing to streamline governance arrangements and reduce duplication across various boards and initiatives. It was noted that the Town Centre Strategy Board would be rebranded and continue to meet under a revised structure.

No additional items were proposed for inclusion in the Work Programme at this time.

Resolved:

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

The Meeting ended at 7.27 pm.

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Lincolnshire Road Safety Partnership Annual Report 2025

Summary:

This report seeks to provide an update on fatal, and killed and serious (KSI) casualty figures for Lincolnshire. Further, it provides data on trends, comparisons, and areas of priority.

1. Background

1.1 Much progress has been made in reducing road traffic collisions since the formation of the Lincolnshire Road Safety Partnership (LRSP) in 2000. Nevertheless, there is still much more to do as in 2024, 52 people were killed and 379 seriously injured on the roads of Lincolnshire.

1.2 The human consequences are impossible to quantify but the 2023 Department for Transport data Average Value of Prevention of Reported Road Collisions provides an update on the cost of road deaths to the public purse. In 2023 the cost of each fatality was estimated at £2.4 million.

1.3 Furthermore, the single major avoidable cause of death in childhood in England is unintentional injury – death in the home for under-fives and on the roads for over-fives. Fair Society Healthy Lives' The Marmot Review, 2010

2. What the data is telling us

2.1 Lincolnshire is a large, predominantly rural county with a population estimated to be 769,474 inhabitants (ONS - Population estimates for the UK, England and Wales, Scotland and Northern Ireland: 2023) and is the fourth largest county in England, covering over 5,900km^2.

As a consequence of the size of the county, the highway network is extensive totalling around 8893km, making it the fifth longest highway authority nationally.

2.2 Traditionally the economy of the County has been based around agriculture, manufacturing and tourism, particularly along the east coast. This is significant as it introduces a range of different road users (e.g. HGV's, caravans, and motorcycles) to Lincolnshire who can be unfamiliar with the county and leads to seasonal fluctuations in traffic flow.

2.3 Further, a high number of people migrating to Lincolnshire are of retirement age or above. The proportion of the population over 65 years old in 2021 was 23.4% compared with a national average of 17.8% (ONS 2021). In East Lindsey this rises to 30.4%.

2.4 The coronavirus pandemic had a sustained and dramatic impact on road use throughout 2020 and 2021. The requirement for varying degrees of lockdowns and restrictions on public movement makes direct comparisons between years particularly difficult.

2.5 LRSP primarily uses Stats19 Data *(the police collect details of all incidents which they attend or become aware of within 30 days, which occur on the highway, in which one or more person is killed or injured, and involving one or more vehicles using the STATS19 data collection system. STATS19 is the reference number for the police form used to record incidents)* to analyse collision and casualty trends. This is the national standard used by the Department for Transport.

2.6 Stats19 data shows that in Lincolnshire there was a substantial and sustained reduction in killed or seriously injured (KSI) casualties from 483 in 2011 to 320 in 2015. However, we then saw an increase in KSI casualties, with an average of 537 per year (2017-19). We have since seen a steady decrease with 446 in 2020, 453 in 2021, 439 in 2022, 426 in 2023. 2024 saw a small increase to 431.

- The majority of KSI casualties in Lincolnshire occur on the rural road network.
- Casualties are more likely to be male.
- Collisions are distributed throughout the county with the highest percentage in East Lindsey.
- The highest risk groups remain; high powered two-wheel motor vehicle (TWMV) riders, young drivers (17-24years) and mature road users (60years+).

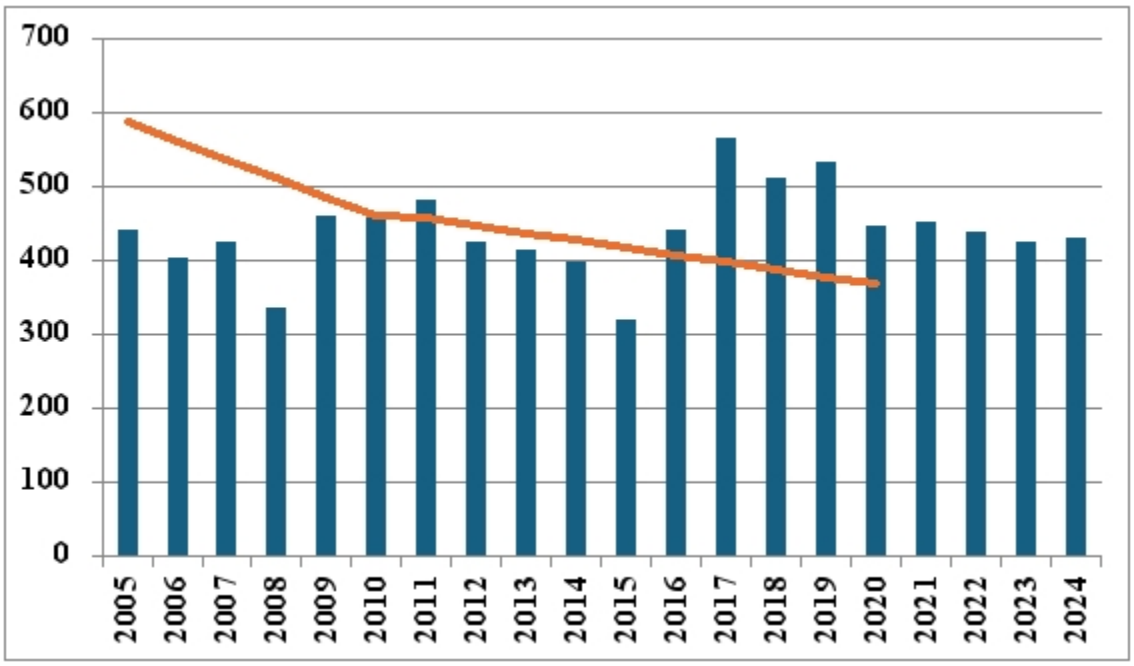
- In 2024, we saw a year-on-year decrease in KSI injuries to mature road users (60years+), children (0-15), pedestrians, and low powered motorbike riders. We saw increases in high powered motorbike riders, pedal cyclists, and 17–24-year-old drivers.

2.7 Fatal casualties continue to fluctuate with 59 in 2016, 49 in 2017, 56 in 2018, 54 in 2019, 52 in 2020, 40 in 2021, 48 in 2022 and 2023, and 52 in 2024.

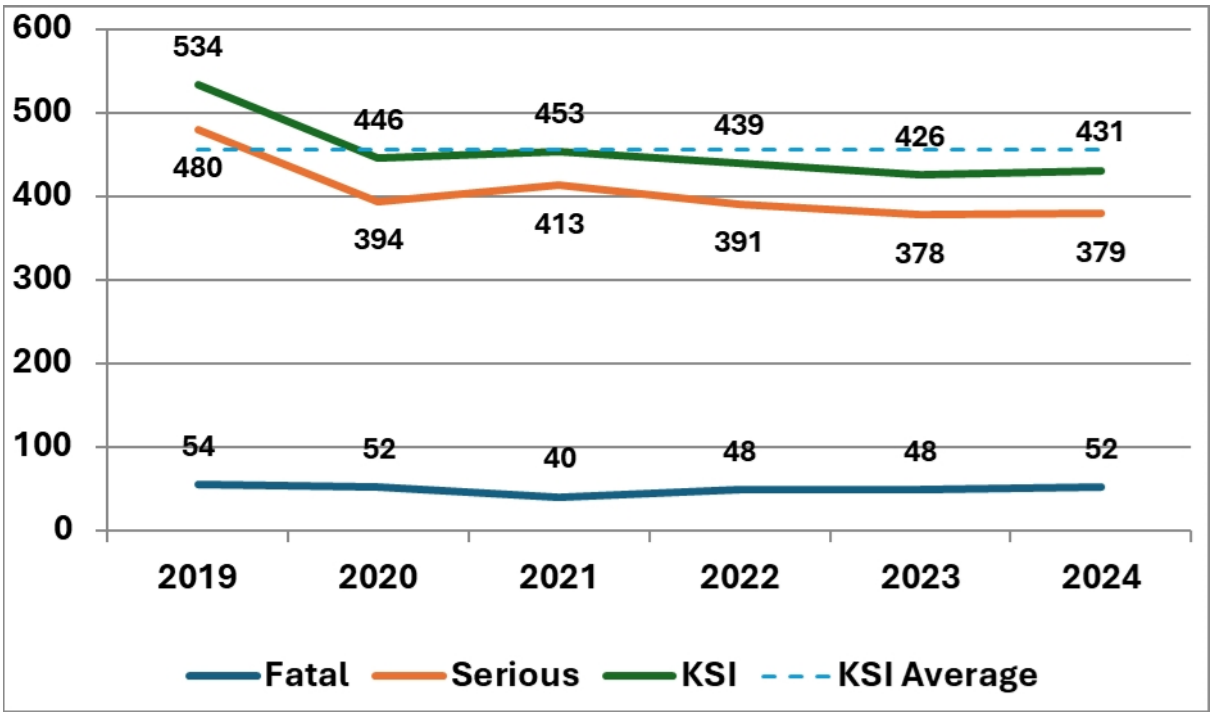
2.8 Table 1 – Casualty Figures

Year	2019	2020	2021	2022	2023	2024
Fatal	54	52	40	48	48	52
Serious	480	394	413	391	378	379
KSI	534	446	453	439	426	431

2.9 Figure 1 - KSI Casualties



2.10 Figure 2 - Fatal Casualties and KSI



2.11 Figure 3 in Appendix A shows a 7% increase in the 2014 v 2023 national comparison. However, this is better that the national average (+12.67%).

2.12 2024 saw a 1.2% increase in KSI casualties overall, following a 3% reduction in 2023. This includes an increase in some high priority groups. There was a rise from 35 pedal cycle KSI casualties in 2023 to 38 in 2024. There was also a rise in collisions involving a 17-24year old driver from 69 in 2023 to 91 in 2024. There was also a 19.2% increase in high wheeled motorcycle ksi casualties.

Decreases have been seen in other high priority groups, including low powered motorcycle riders (28 in 2023 to 25 in 2024 -10.7%), 60 plus year old drivers (125 in 2023 to 116 in 2024 -7.2%), pedestrians (55 in 2023 to 49 in 2024 -10.9%), and child 0-15yrs (28 in 2023 to 24 in 2024 -14.3%).

2.13 The following outlines some of the key data for fatal casualties in 2024:

- 75% male (same as 2023),
- 43.4% in the 25-59 age range (31% in 2023)
- 77% driver/rider (60% in 2023)
- 92% happened in fine weather without high winds (85% in 2023)
- 54% in a car (75% in 2023)
- 83% of fatal accidents happened on A and B Class roads (80% in 2022)
- The highest contributory factor defined by Stats19 data was ‘Driver/rider being aggressive, dangerous or reckless’.

3. Lincolnshire Road Safety Partnership (LRSP)

3.1 The Lincolnshire Road Safety Partnership (LRSP) was formed in June 2000 and now comprises the following organisations:

- Police and Crime Commissioner
- Lincolnshire Police
- Lincolnshire County Council
- National Highways
- Lincolnshire Fire and Rescue
- East Midlands Ambulance Service

3.2 LRSP was the first of its kind in the Country and co-locates forensic collision investigators and casualty reduction officers from Lincolnshire Police with LCC's Accident Investigation and Road Safety teams to form a multi-agency centralised road safety unit. Lincolnshire Fire and Rescue also has staff based with the LRSP who co-ordinate all fire and rescue road safety related activity. Additionally, the deployment and maintenance of safety cameras is managed within the LRSP. Consequently, the entire core functions of road safety, namely engineering, education and enforcement are co-ordinated from this centre.

3.3 LRSP is based within the Pelham Centre adjacent to Pelham Bridge in Lincoln. The cost of occupying and running these premises together with the cost of a manager were previously funded through contributions from the Partner agencies. These overheads are now funded through the Safety Camera Business Case.

3.4 As a Partnership the LRSP must implement actions that involve working with individuals and organisations to improve road safety. Some of the key parties are:

- Schools, academies, colleges and universities
- Road Safety organisations and groups (IAM, RoSPA, Brake)
- Cycling and walking groups

- NHS
- Employers
- Military camps
- Motoring organisations / road users

3.5 LRSP is managed by the LRSP Senior Manager, supported by a management team comprising of officers from Lincolnshire Police and LCC. The LRSP Senior Manager reports quarterly to a strategic board of elected members and senior officers from the Partnership organisations.

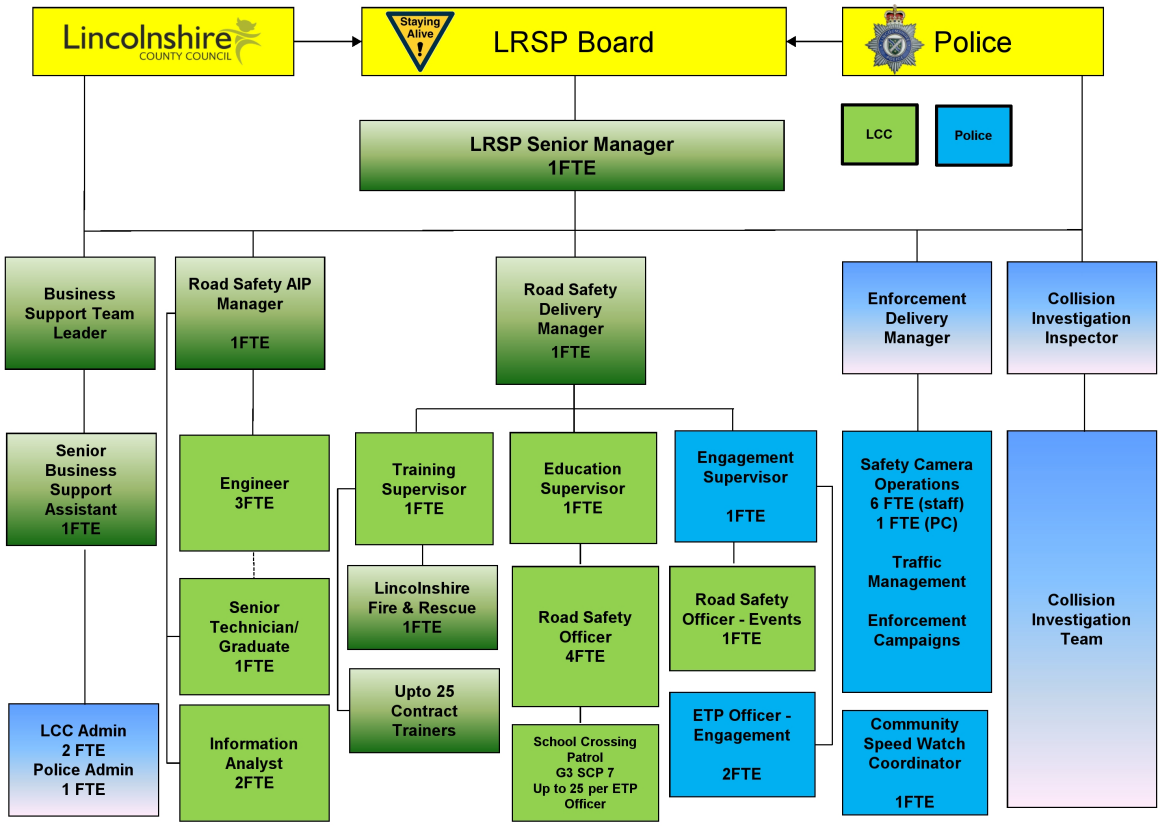
3.6 LRSP Mission Statement: *Making Lincolnshire's roads safer for all*

3.7 LRSP Vision: *To make significant year on year reductions in those killed or injured on Lincolnshire's roads through a sustainable, co-located road safety partnership delivering targeted interventions focussed on education, engineering, and enforcement.*

3.8 LRSP Priorities: Our priorities are reviewed annually following analysis of collision trends and causation factors. The outcomes of this analysis are reflected in a yearly Delivery Plan which sets our priorities for that year.
Our current priorities are:

- Young drivers (17 years to 24 years)
- Mature driver (60years +)
- Two Wheel Motor Vehicle Users
- Pedal Cyclists
- Pedestrians
- Business users

4. Figure 3 - LRSP Structure



5. LRSP Current Activity and Services

5.1 The LRSP mission statement, vision, strategic priorities and outcomes are all specified in the LRSP Road Safety Strategy 2015 – 2025. This document commits the LRSP to being intelligence led and to focus on the four e's of education, engineering, enforcement, and evaluation. The Strategic Board meets in March each year to review progress, assess data and modify immediate priorities where necessary.

5.2 The current road safety activity undertaken by LRSP to reduce death and injury on the roads includes:

5.3 Engineering:

- Delivery of Accident Investigation and Prevention (AIP) engineering works. Over 1000 sites and links are assessed annually resulting in over 50 sites requiring more detailed investigation and improvement work. Examples in 2024 include:
  - Zeebrite pedestrian crossing work at Skegness gyratory was assessed and designed throughout 2024 and will be completed by summer 2025, we are also now improving the posts by adding new reflective material and repairing the posts that have inbuilt illumination.

- A6121 / A151 Bourne junction, signing improvement works carried out – existing chevrons on the bend replaced with yellow backed and enhancement to the advance signing of the junction and the bend on each approach.

- A16 just north of Louth, 9th December 2024 a speed limit reduction from 60 to 40mph (and associated signing) went live due to collisions through the Brackenborough bends area.
- Mill Drove / Fulney Drove / Old Fendike Road – Spalding / Low Fulney, improvements to the advance signing on each junction approach and offset the approach give way markings to give a visual stagger layout to the junction.

- The Engineering Team completed 78 Road Safety Audits in 2024 some of the most recent RSA's have been carried out at -
  - A15/B1202 Metheringham / Boothby Graffoe Junction
  - Broadway & York Road, Sutton-On-Sea Carriageway Reconstruction
  - Grantham, Bridge End Road near Witham Place) – Puffin Crossing Facility
  - Stage 3 of A16 / Marsh Lane roundabout in Boston
  - B1356 Spalding Road / Spading western relief road roundabout – Stage 3 Completion – part of the new Spalding bypass under construction – new 5 arm roundabout.
  - Sleaford, Eastgate (Outside William Alvey School) – Puffin Crossing Facility
  - Active travel plans – Stage 1 Preliminary design – A15 Bourne area and A158 Burgh le Marsh to Skegness – route works to increase road safety to all users (road users / pedestrians and cyclists

5.4 Enforcement (inc. Lincolnshire Police):

- Speed Enforcement: management and operation of Lincolnshire's extensive safety camera enforcement system. This currently consists of 10 average speed, 37 static and approx. 100 mobile camera sites.
- Operation Octane: motorcycle enforcement and education campaign.
- Seasonal education and enforcement Drink & Drug Driving campaigns.
- Local Police Enforcement.
- Roads Policing.

5.5 Community Speed Watch (CSW):

The CSW scheme now has 298 members using one or more of the following:

- Passive speed limit reminder signs.
- Vehicle activated speed warning signs.
- Volunteer speed monitoring groups.
  - 107 trained groups
  - 1,572 trained Volunteers
  - 500+ documented CSW locations across the County
  - More than 45,000 warning letters have been sent to motorists since the scheme started in October 2018.

5.6 Operation Snap

Operation Snap enables the submission of dashcam video evidence from members of the public in relation to suspected driving offences.

- In 2024, 2,262 submissions were received and reviewed. This resulted in 995 being processed as potential offences.
- An additional 636 warning letters were sent to drivers. These are used in Lincolnshire where the submission may not meet the evidential threshold, where the threshold for an offence is not quite met, or that there is a technical issue preventing processing, but that it is felt the driver would benefit from words of advice.
- Processed offences include, Due Care and Attention, Reasonable Consideration to Other Road Users, Failure to Comply with Traffic Light Signals/red cross, Failure to Comply with Solid White Lines, and mobile phone use.

5.7 Education, Training and Publicity (ETP) (non-schools):
In order to achieve the ETP objectives outlined in the LRSP Road Safety Strategy 2015-2025 the following activity is being delivered:

- Delivery of National Driver Offender Retraining Scheme (NDORS) courses as an alternative to prosecution. In 2024, over 20,000 clients received a driver education course in Lincolnshire.
- National ‘Bikesafe’ motorcycle training course.

- Delivery of ‘Biker Down’ Training. ‘Biker Down’ was launched by Kent Fire & Rescue in 2010. The aim of the course is to equip bikers with the knowledge of how to be the ‘First Responder’ at an incident (as bikers often ride in groups and therefore are more likely to be the first on

scene). Working in collaboration with LIVES, Lincs & Notts Air Ambulance and LRSP, LFR have taken the lead to bring an initiative to Lincolnshire to impart lifesaving skills to motorcyclists who come across RTCs This free, three-hour course consists of three separate modules: Scene Management, Triage and First Aid, The Thinking Biker.

- Continuation of Shiny Side Up signage targeted on routes throughout the county that have historically seen a high number of collisions.
- Continue to deliver non-Police referral suite of courses including Young Driver Training Programme, Taxi course delivered from various venues and training targeting identified priority groups as required.
- Provide 2fast2soon Corporate training and a further suite of corporate resources to assist organisations with Managing Operational Road Risk (MORR)
- Extensive event and show attendance allowing community engagement and educational opportunities.

- Creation and dissemination of educational clips to best expose prevention messages and raise awareness.
- Continue to manage School Crossing Patrol facilities across the County.
- Provide successful road safety communications campaigns targeting every aspect of road safety. In recent years this has included advertising and public awareness campaigns on the following issues:
  - Drink and drug driving
  - Motorcycle safety
  - Police – Fatal 4 campaign
  - Winter driving
  - Mobile Phones
  - Seatbelts
  - Child safety
  - Vehicle maintenance
  - Heavy and Light Goods Vehicles
  - Agricultural Vehicles
  - Driving for Work
  - Brake Road Safety Week

5.8 Road Safety Communications Campaigns of Note

- ‘Receiving the message’ -. In December 2020, Courtney Davies died in a fatal collision on the A15 at Bishop Norton. She was aged 24. Courtney’s family told us about her, and what it was like to receive that devastating message. In a brave and candid interview, mum Ginny and sister Emma

share their story in a video released by the Lincolnshire Road Safety Partnership and Lincolnshire Police. Their hope is that this video will serve as a reminder to all to use our roads safely and take the greatest care when in charge of a vehicle.

- ABC of Safety - An imaginative new display utilised at LRSP Events including the Lincolnshire Show. The ABC of road safety: 'Avoid distractions, Be patient; Concentrate'. This simple formula can be attributed to nearly all our collisions in Lincolnshire and can be weaved into our communications in the future.
- SMIDSY (Sorry Mate I Didn't See You) in relation to junction collisions with motorcycles, tyre safety, general vehicle preparedness and child safety with car seats.
- Ellen's Story - focussed on Ellen's decision as a passenger to momentarily remove her seat belt to pick up a bunch of keys that had fallen to the floor. Unfortunately, this coincided with her mother losing control and colliding with a tree on a corner, resulting in Ellen sustaining serious and life-threatening injuries. Ellen hoped that by telling her story, she may be able to prevent others making the same unwise decision that she made and bravely filmed a very honest piece with the Road Safety Partnership and Lincolnshire Police. The full 7-minute film has been incorporated into the educational inputs given by the Road Safety Officers across Lincolnshire.

5.9 Evaluation:

- Comprehensive data analysis, identification of key issues and establishing priorities and emerging trends.
- Completion of seven-day speed surveys at over 150 community concern locations per annum. A full analysis of speed and collision data follows to assess what resources might be required.
- Improving engagement methods and subsequent impact.

6. Delivery of Education, Training and Publicity to Schools/Colleges

6.1 At a Primary level we offer a range of services that help teach children important safety lessons in:

- How to keep themselves and others safe, now and in the future.
- The road environment and how it functions.
- How to influence changes in that environment.

6.2 We offer a range of lessons aimed at different lower key stages to appropriately address approaching road safety challenges. These lessons include:

Pedestrian Safety (KS1)	A practical guided session in the locality of the school, that introduces pedestrian safety in a variety of circumstances to include, safe crossing places, understanding visibility and how to stay most visible, recognising basic hazards and road safety signage and road markings.
In car safety (KS2)	Awareness and understanding of own responsibility inside a vehicle and some introduction to the law. To understand safer in car behaviours (E.g. distraction).
Environmental Trails & journey planning (KS2)	Understanding your environment. A guided trail in the locality of the school. Provides the pupils an opportunity to build on their pedestrian skills learned and consider hazards and more complex road safety elements whilst travelling more independently in preparation for secondary school.
Cycle helmets (KS1)	Increasing the understanding of potential risk associated with cycling without wearing a helmet and the consequences of not doing so. Discussion of the reasons why some people may not wear helmets whilst cycling.
Junior Road Safety Officer scheme (JRSO)	JRSO initiative gives students the opportunity to lead from the from the front alongside a dedicated member of staff supported by local Road Safety Officer to deliver road safety messages to the school community through fun and engaging ways

6.3 At a Secondary level we offer a range of services that help teach children important safety lessons in:

- Understanding and recognising unsafe situations.
- Developing coping strategies and techniques to stay safer on the road.
- Promoting positive related behaviour among peers and discouraging negative peer pressure.
- Understanding consequences of taking risks and generating prevention ideas and techniques around safe roadside use.

6.4 We offer a range of lessons aimed at different upper key stages to appropriately address approaching road safety challenges. These lessons include:

Adapt to Survive (KS3)	looks at ways that pupils can adapt themselves and their behaviours to stay safe in the road environment.
Young Passenger Awareness (KS4)	A presentation which aims to raise awareness of the risks involved with being car passengers. Students are given the knowledge to

	encourage them to make safer choices as passengers.
Road Traffic Collision Investigation (RTCI) (KS3 & (KS4)	An engaging and immersive problem-solving session where students become collision scene investigators, working their way through clues and evidence in order to understand why the collision occurred and how it could have been prevented. This lesson's main focus is on distraction.
Preparing to Drive (Sixth Form)	To provide information for students at the start of their driving career to assist them in becoming responsible, safe and legal drivers. The programme provides practical information such as applying for a provisional licence, taking the theory test and insuring their vehicle. Students are encouraged to be safe drivers through discussion of the Fatal Four.
2Fast2Soon (Sixth Form)	An immersive theatre experience, where students observe actors re-enacting a real life collision which happened in Lincolnshire.

6.5 2fast2soon is a custom-made sixth-form package. We engage the audience in a theatre performance based on a real-life story. The performance encourages thoughts associated with risky road safety behaviour, loss of freedom, guilt, and consequences. This then leads directly into a workshop developing consciousness then strategy associated with risk, consequences, peer pressure and the effects on the family following a road traffic collision.

6.6 In 2025 LRSP will be launching a new and improved 2fast2soon. In 2023 LRSP conducted market research with sample year 12 and 13 students across the county aimed at understanding the best method and approach to ensure the audiences are fully engaging in deliveries. We received excellent feedback, which not only supports the delivery of 2fast2soon in its premise but also provided us with great insight into how we could adapt our new story to ensure as many young people as possible in our audiences gain as much as they can from the delivery. A new script has been created and work is underway on the associated facilitation, and lesson planning.

6.7 LRSP have updated the Fatal 5 session offered to secondary Year 12 & 13s plus colleges, to include our interview with Ellen Hogan who was injured in a RTC having taken her seatbelt off. Feedback has been really positive in the schools we have presented this to, and students have commented that it will definitely make them consider both theirs and their passenger's safety as they begin their driving qualifications.

6.8 The education team also continue to expand it's provision to 17-24 year olds, and having successfully delivered our college road safety awareness event to Riseholme College,

7. Table 6 Income/Expenditure 2024/25

	Org.	Lincolnshire Road Safety Partnership	23/24 Current Budget £000
		Revenue	
1	LP	Police Staff Salaries	1,106
2	LP	Police Officer Salaries	70
3	LP	Overtime	2
4	LP	Transport	28
5	LP	Supplies and Services	247
6	LP	NDORS Cost Recovery Income	(1,015)
		Reserve	(439)
		Subtotal LP	***0***
7	LCC	LRSP - Running Expenses	691
8	LCC	LRSP - Enforcement	417
9	LCC	LRSP - Delivery of Educational Training	2,071
10	LCC	LRSP - Engineering	351
11	LCC	Income	(2,263)
		Subtotal LCC	**432**
		Revenue Total	**432**
		Capital	
12	LCC	Integrated Transport - Local Safety	317
13	LP	Police Capital	0
		Capital Total	**317**

Sub Total LCC includes funding to be drawn down from reserve to Lincolnshire Police. The accrual for the Police spends brings the total spend on LCC to £850,453 against a budget of £695,881. Therefore, £154,572 was drawn from the reserve code to show on target

8. Planning the 2025 Road Safety Strategy

8.1 What is our aim?
To create a new, ambitious, collaborative Road Safety Strategy for Lincolnshire that commits everyone in the road safety system to preventing death and serious injury on the roads beyond 2025.

8.2. What is needed?

- A clear political strategy for Lincolnshire that aligns with corporate plans and strategies.
- Must ensure elected representatives at all political levels are able to feed into the road safety provision.
- Must ensure all public service providers are adequately represented and contributing to improving road safety.
- Must ensure that the wider activities of LRSP parent organisations (for example LCC Highways, FRS/NHS/EMAS post-crash care, embed road safety in their provision.
- Must ensure focus is on delivering against priorities.
- Must ensure we know we are undertaking the right activity.
- Must know that what is being done is effective.
- Must implement an effective communications strategy, externally to end users, internally to all partner organisations, and to all other interested bodies and organisations. Key principles everyone has a part to play in preventing death and injury.
- Must ensure we are driving innovation.

8.3. How will we do this?

- Undertake consultation.
- Work with key partners to increase their impact on reducing death and injury on the roads.
- Identify what formal and informal mechanisms can be employed to ensure district, borough, city, and parish councils play an integral part in Lincolnshire's coordinated road safety provision (dependent on Local Government Reorganisation outcomes).
- Whilst LRSP must ensure it focuses on always delivering against priorities, because the priorities can change year on year, it must also demonstrate that the way in which its activity is undertaken, aligns with the Key Principles outlined in the PCC and LCC Plans at all times.
- Complete comprehensive investigation into priority groups.
- Review and revise future targets.
- Implement The Safe System approach to road safety within Lincolnshire.

- Agree core outcomes from 2025.
- Produce a new comprehensive Communications Strategy and ensure the provision of adequate resources.
-

8.4 What will a new strategy look like?

- A shared responsibility exists amongst those who design, build, manage and use roads and vehicle and provide post-crash care to prevent crashes resulting in serious injury or death. The strategy will acknowledge that every part of the system must be strengthened to multiply their effects; and if one part fails, road users are still protected.
- Lincolnshire will use the Safe System approach to road safety putting human being at its centre and working from the belief that every road death or serious injury is preventable.
- On that basis, the Road Safety Strategy for Lincolnshire will provide an overarching guide for everyone in the road safety system to use, ensuring their operations will help prevent death and serious injury on the roads beyond 2025.
- Level One: Agree a Road Safety Strategy for Lincolnshire Mission Statement:
- Level Two: Agree a Road Safety Strategy for Lincolnshire Vision:
- Level Three: Agree Key Principles: These must be directly related to those of the parent organisations, outlining how they will be employed in the road safety field.
    - Protecting and supporting the vulnerable
    - Community safety and prevention in partnership
    - Provide good-value services that work
    - Enabling everyone to enjoy life to the full
    - Creating thriving environments
    - Supporting community spaces and travel
    - Listening, responding and being accountable
    - Encouraging innovation and are innovative ourselves
- Level Four: Fully integrate the five Safe System pillars into Lincolnshire's road safety provision delivering safe transport for all free from death and serious injury.
    - Safer Behaviours and People – Reducing the likelihood of road users making mistakes or taking risks through targeted enforcement, education programmes and safety training.
    - Safer Speeds – Implementing a range of initiatives encouraging people to drive at an appropriate speed.
    - Safer Roads – Designing safer roads and junctions to reduce the likelihood and severity of collisions.
    - Safer Vehicles – Supporting changes to vehicle standards to improve safety for all road users.

- Post-collision Learning and Care – Learning from road crashes and raising awareness of support available for victims and their families.

Source: Loughborough University Design School Safe System Course, 2017, with PACTS modifications, 2022

- Level Five: Individual Organisational Delivery Plans will be used to clearly demonstrate how road safety activity will be used to prevent death and serious injury on the roads by targeting identified priorities.
  - Lincolnshire Road Safety Partnership Delivery Plan
  - Lincolnshire Police Serious Road Harm Strategic Lead's Plan
  - More to be added….

9. Conclusion

Members of the Highways and Transport Scrutiny Committee Meeting are invited to:

1) Consider and comment on the report and highlight any recommendations or further actions required.
2) Seek assurance on the work being undertaken by the Road Safety Partnership to reduce the number of people killed and injured on county roads.

Appendices

These are listed below and attached at the back of the report	
Appendix A	Road Safety Annual Report 2025

This report was written by Steve Batchelor, who can be contacted onsteven.batchelor@lincolnshire.gov.uk

Appendix A

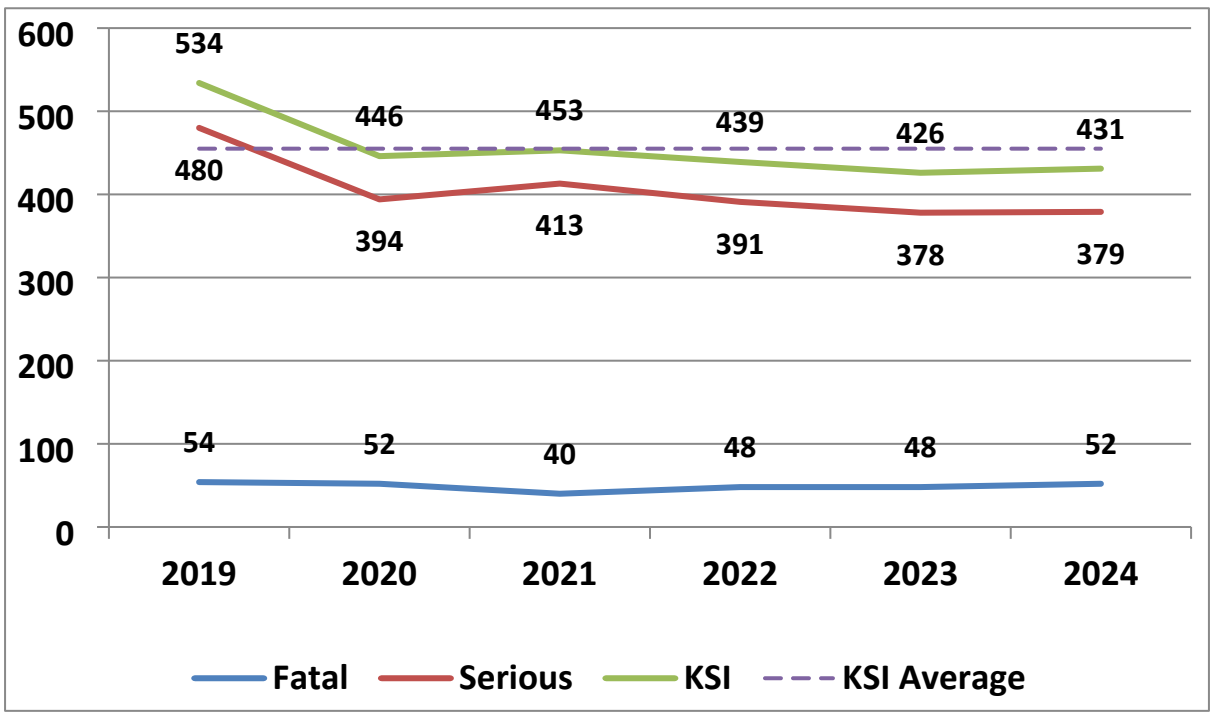
Highways & Transport Scrutiny Committee
08th September 2025
Road Traffic Collisions in Lincolnshire – Supplementary Data Report

Data Analysis:
In the following analysis
KSI = Killed or Seriously Injured
Unless otherwise stated Lincolnshire casualty data is provided from Stats19.
Unless otherwise stated all regional and national comparison data (up to 2023 – latest validated available) is provided from:
Department for Transport: Reported Road Casualties Great Britain, Annual Report: Personal injury accident statistics, on public roads in Great Britain for 2023.

Table 1- Casualty Figures

Year	2019	2020	2021	2022	2023	2024
Fatal	54	52	40	48	48	52
Serious	480	394	413	391	378	379
KSI	534	446	453	439	426	431

Figure 1- Fatal Casualties and KSI



The following graphs provide an overview of KSI and fatal trends and comparisons to similar counties and the national average:

Figure 2 – KSI Casualties

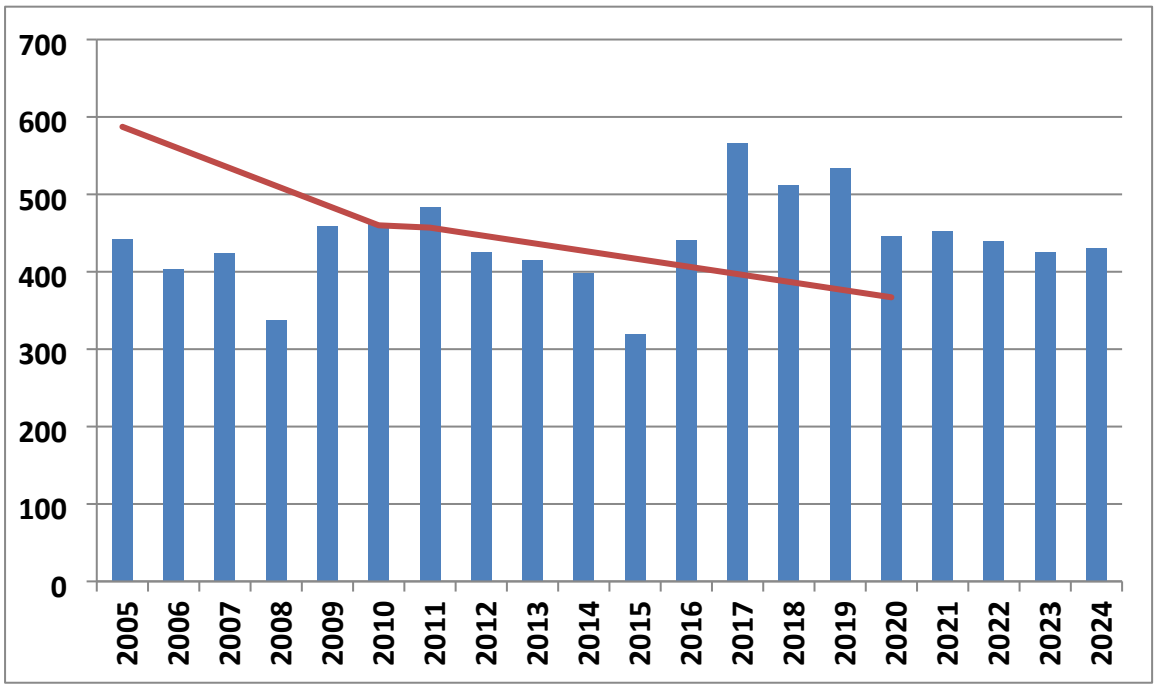


Figure 3 : Change in KSI Casualties 2014 - 2023 National Comparison

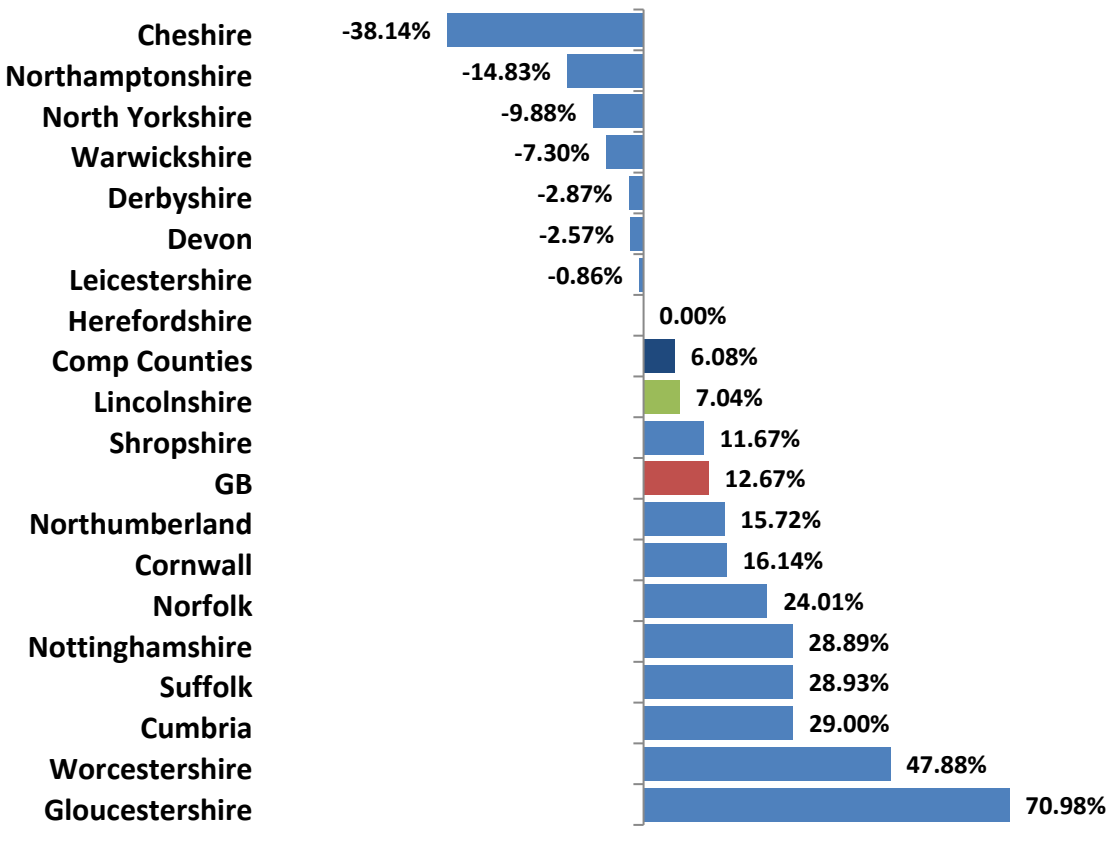


Figure 3b : Change in KSI Casualties 2013 - 2022 National Comparison

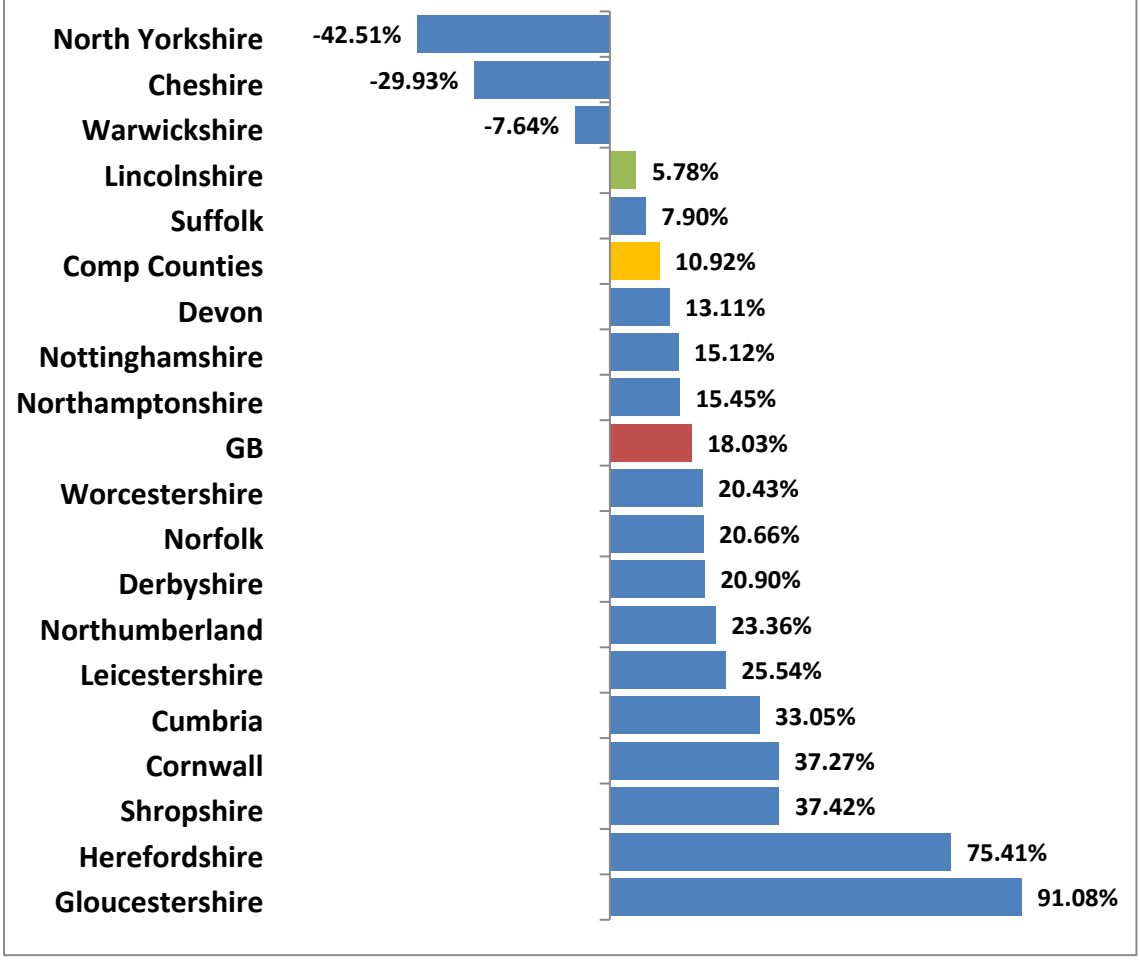


Table 2 and 2b – KSI Analysis 2024 and 2023

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Casualties			1.2%		64 14.8% -22.0%	111 25.8% -3.5%	33 7.7% +10.0%	67 15.5% +28.8%	71 16.5% -7.8%	35 8.1% -2.8%	50 11.6% +47.1%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Casualties			-3.0%		82 19.2% +51.9%	115 27.0% -4.2%	30 7.0% -9.1%	52 12.2% -18.8%	77 18.1% -7.2%	36 8.5% +20.0%	34 8.0% -38.2%		

KSI collisions are more likely to occur in rural areas and casualties are more likely to be male. Collisions are distributed throughout the county with the highest percentage in East Lindsey.

Table 3 and 3b below, provide an overview of KSI casualties by road user groups.

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Casualties	431	426	1.2%		64 14.8% -22.0%	111 25.8% -3.5%	33 7.7% +10.0%	67 15.5% +28.8%	71 16.5% -7.8%	35 8.1% -2.8%	50 11.6% +47.1%		
Car&Taxi KSI Casualties	230	219	5.0%		39 17.0% -26.4%	55 23.9% -5.2%	10 4.3% +66.7%	38 16.5% +31.0%	33 14.3% -31.3%	24 10.4% +60.0%	31 13.5% +210.0%		
TWMVKSI Casualties (All cc's &Unknown)	87	80	8.8%		10 11.5% -41.2%	24 27.6% +4.3%	8 9.2% +60.0%	14 16.1% +27.3%	15 17.2% +50.0%	7 8.0% 0.0	9 10.3% +28.6%		
Low Powered TWMV(up to 125cc) KSI Casulties	25	28	-10.7%		3 12.0% -50.0%	5 20.0% -37.5%	4 16.0% +33.3%	5 20.0% +25.0%	1 4.0% -66.7%	4 16.0% 0.0	3 12.0% #DIV/0!		
High Powered TWMV(over 125cc) KSI Casualties	62	52	19.2%		7 11.3% -36.4%	19 30.6% +26.7%	4 6.5% +100.0%	9 14.5% +28.6%	14 22.6% +100.0%	3 4.8% 0.0	6 9.7% -14.3%		
Pedestrians KSI Casualties	49	55	-10.9%		4 8.2% -20.0%	13 26.5% 0.0	8 16.3% -42.9%	3 6.1% -40.0%	13 26.5% +116.7%	3 6.1% 0.0	5 10.2% -44.4%		
Pedal Cyclist KSI Casualties	38	35	8.6%		4 10.5% +300.0%	13 34.2% +62.5%	5 13.2% 0.0	5 13.2% +66.7%	7 18.4% +16.7%	0 0.0% -100.0%	4 10.5% -20.0%		
Child (0-15) KSI Casualties	24	28	-14.3%		3 12.5% -40.0%	8 33.3% 0.0	1 4.2% -75.0%	2 8.3% 0.0	6 25.0% +20.0%	1 4.2% 0.0	3 12.5% 0.0		
KSI Collisions Involving a 17-24 year old Driver	91	69	31.9%		18 19.8% -5.3%	17 18.7% +13.3%	8 8.8% +14.3%	16 17.6% +77.8%	18 19.8% +80.0%	5 5.5% -16.7%	9 9.9% +200.0%		
KSI Collisions Involving a 60+ year old Driver	116	125	-7.2%		14 12.1% -30.0%	32 27.6% -15.8%	8 6.9% -20.0%	20 17.2% +17.6%	24 20.7% +14.3%	7 6.0% -30.0%	11 9.5% +22.2%		
Slight Casualties	1854	1837	0.9%		206 11.1% -5.5%	412 22.2% +1.0%	179 9.7% +0.6%	319 17.2% +8.1%	332 17.9% +10.7%	215 11.6% +1.9%	191 10.3% -15.9%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Casualties	426	439	-3.0%		82 19.2% +51.9%	115 27.0% -4.2%	30 7.0% -9.1%	52 12.2% -18.8%	77 18.1% -7.2%	36 8.5% +20.0%	34 8.0% -38.2%		
Car&Taxi KSI Casualties	219	260	-15.8%		53 24.2% +47.2%	58 26.5% -22.7%	6 2.7% -40.0%	29 13.2% -25.6%	48 21.9% -2.0%	15 6.8% -11.8%	10 4.6% -70.6%		
TWMVKSI Casualties (All cc's &Unknown)	80	91	-12.1%		17 21.3% +13.3%	23 28.8% -14.8%	5 6.3% -44.4%	11 13.8% -8.3%	10 12.5% -33.3%	7 8.8% +16.7%	7 8.8% 0.0		
Low Powered TWMV(up to 125cc) KSI Casulties	28	33	-15.2%		6 21.4% +50.0%	8 28.6% +60.0%	3 10.7% -62.5%	4 14.3% -33.3%	3 10.7% -62.5%	4 14.3% +300.0%	0 0.0% -100.0%		
High Powered TWMV(over 125cc) KSI Casualties	52	58	-10.3%		11 21.2% 0.0	15 28.8% -31.8%	2 3.8% +100.0%	7 13.5% +16.7%	7 13.5% 0.0	3 5.8% -40.0%	7 13.5% +16.7%		
Pedestrians KSI Casualties	55	37	48.6%		5 9.1% +150.0%	13 23.6% +62.5%	14 25.5% +100.0%	5 9.1% +25.0%	6 10.9% -14.3%	3 5.5% +200.0%	9 16.4% +12.5%		
Pedal Cyclist KSI Casualties	35	25	40.0%		1 2.9% 0.0	8 22.9% +166.7%	5 14.3% 0.0	3 8.6% -25.0%	6 17.1% 0.0	7 20.0% +600.0%	5 14.3% 0.0		
Child (0-15) KSI Casualties	28	16	75.0%		5 17.9% +150.0%	8 28.6% +100.0%	4 14.3% +100.0%	2 7.1% +100.0%	5 17.9% +150.0%	1 3.6% -50.0%	3 10.7% 0.0		
KSI Collisions Involving a 17-24 year old Driver	69	87	-20.7%		19 27.5% +46.2%	15 21.7% -34.8%	7 10.1% 0.0	9 13.0% -25.0%	10 14.5% -37.5%	6 8.7% +50.0%	3 4.3% -75.0%		
KSI Collisions Involving a 60+ year old Driver	125	127	-1.6%		20 16.0% +42.9%	38 30.4% +5.6%	10 8.0% +11.1%	17 13.6% -5.6%	21 16.8% -19.2%	10 8.0% +66.7%	9 7.2% -50.0%		
Slight Casualties	1836	1740	5.5%		217 11.8% +27.6%	408 22.2% -8.1%	178 9.7% -3.8%	294 16.0% +9.7%	300 16.3% -1.0%	212 11.5% +3.9%	227 12.4% +36.7%		

2024 Fatal Collision Analysis:

Figure 4 - Gender Distribution:
There have been 52 fatal casualties in 2024, 75% of those are male and 25% are female. In 2023 there were 48 fatal casualties, 75% were male and 25% were female.

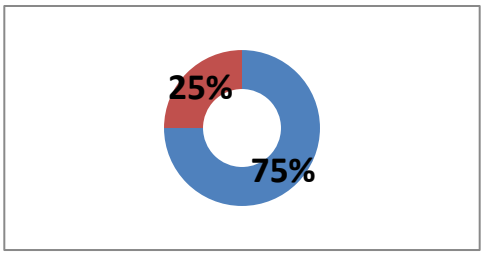


Table 4 - Age Distribution:

Age	2024	5 Yrs Avg
Child 0 to 16	1	1
Young Adult 17 to 24	11	8.2
Adult 25 to 59	23	22.2
Mature Adult 60+	17	16.8
Fatal Casualty Total	**52**	48.4

Figure 5
21% of the fatal casualties in 2024 are young adults aged 17-24.
33% are mature adults aged 60+.
Together in 2024, these groups account for 54% of the total.
There was one child (0-16yrs) deaths in 2024 a decrease from three in 2023.

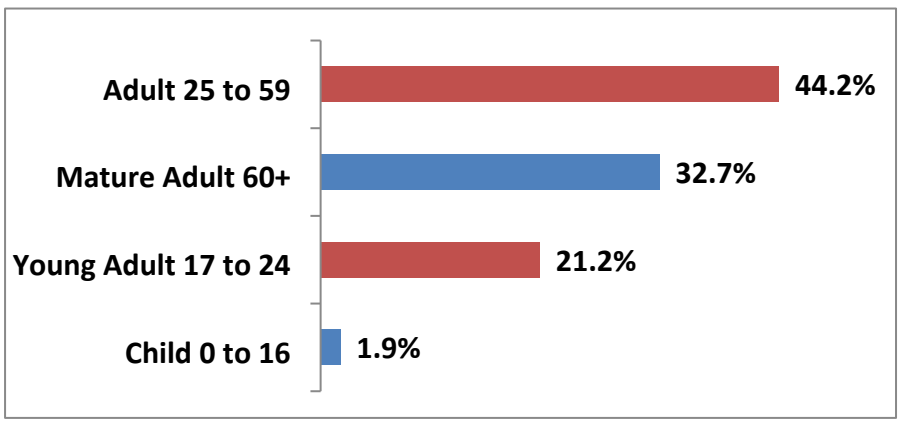


Figure 6 – Age Distribution Graph

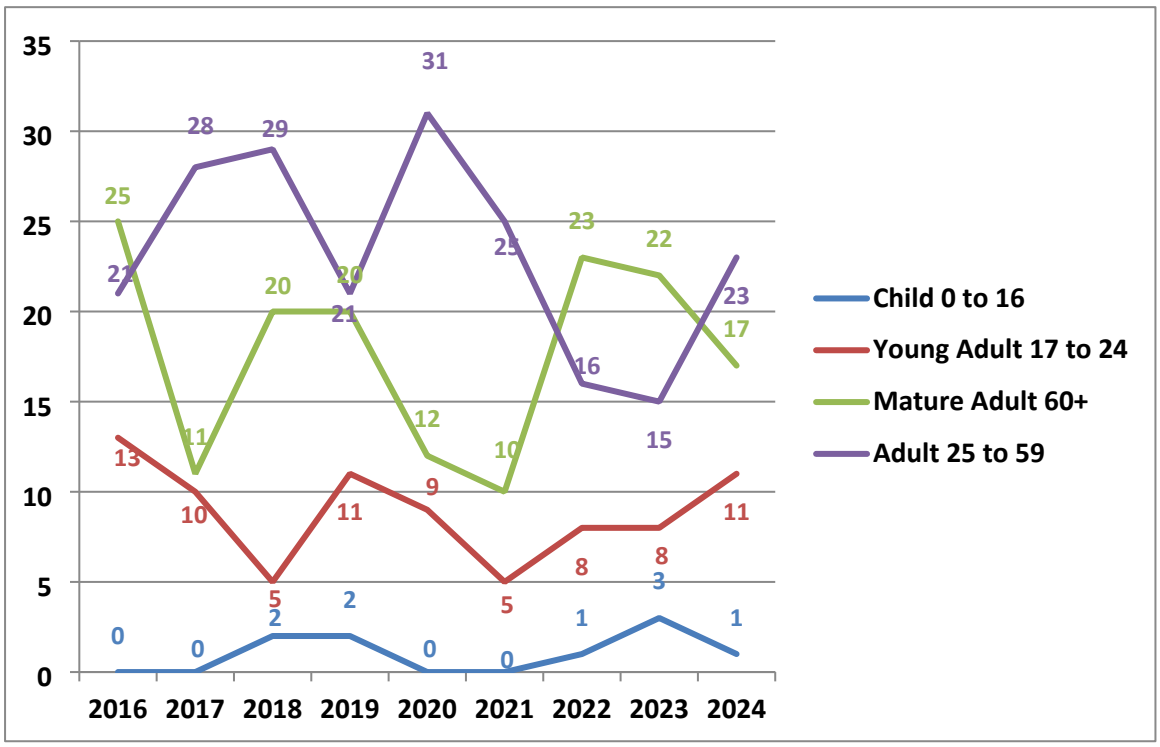


Figure 7 - Time of the day:

The peak has occurred between 14.00-15.00. The data collated throughout 2018-2024 demonstrates that whilst peak times are random more fatal collisions occur in the afternoon and evening than the night and morning.

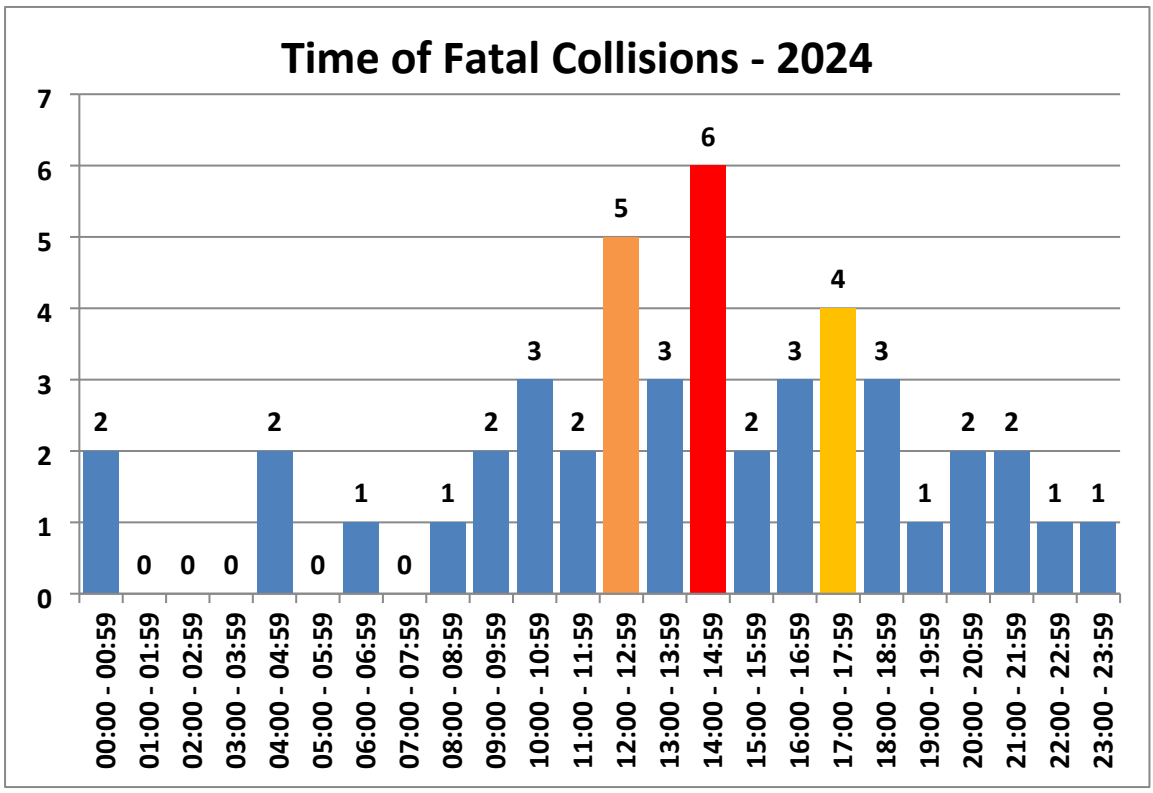


Figure 8 - Causality Class:
Drivers and riders continue to account for most fatal casualties in 2024 with 77%. In 2023 this was 60%.

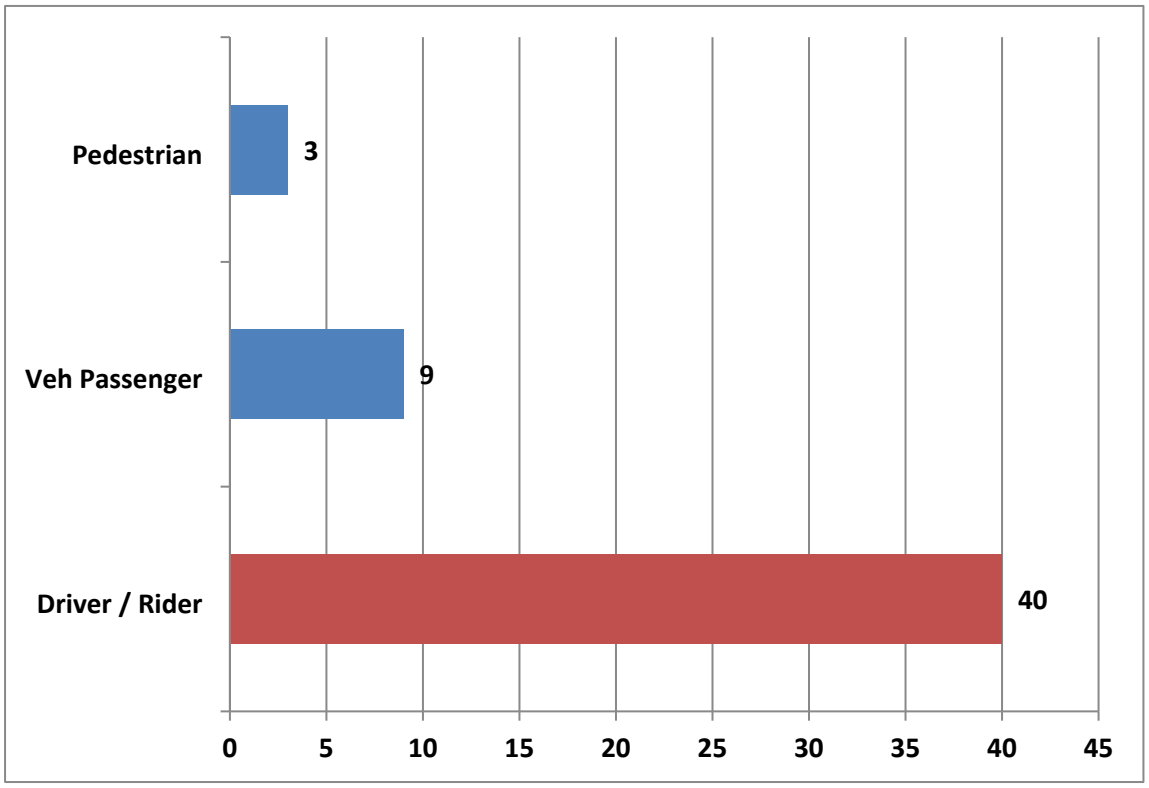


Figure 9 - Weather:
Most fatal collisions (92%) happened in fine weather without high winds.

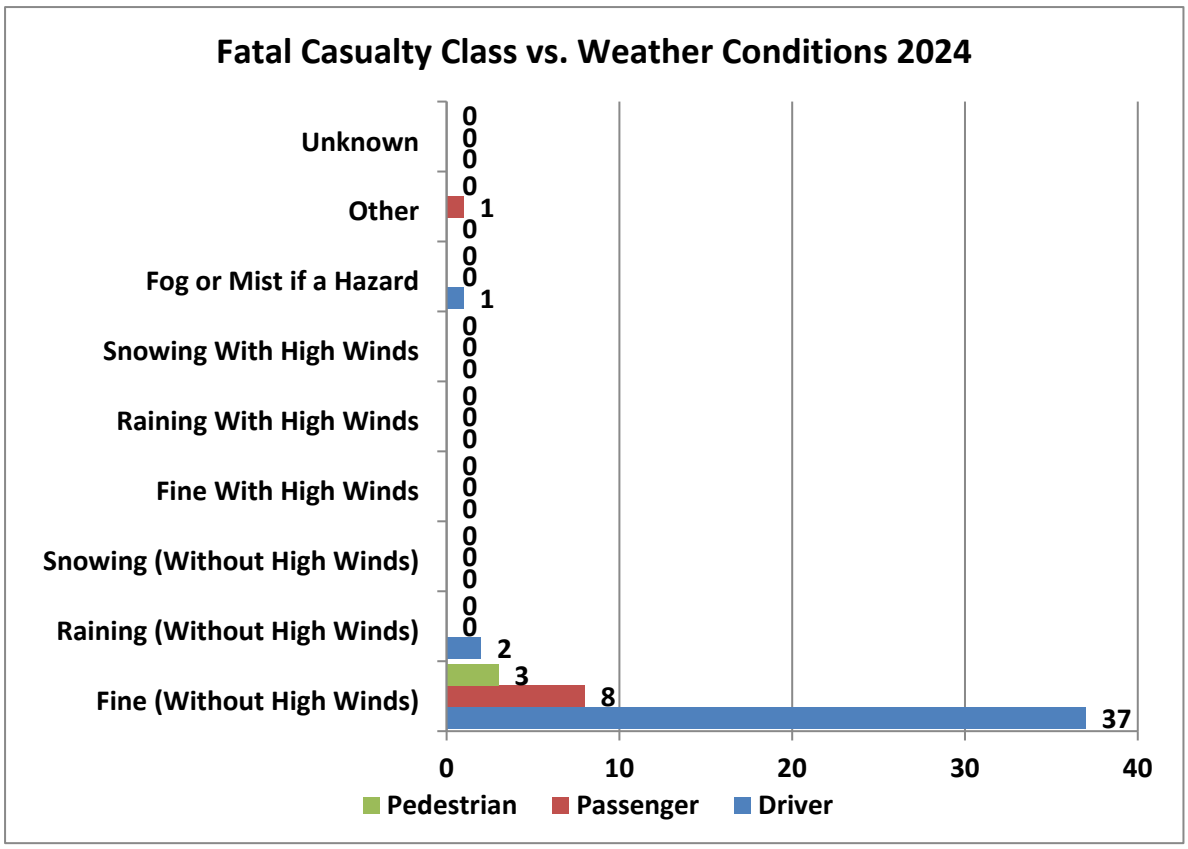


Figure 10 - Causality Vehicle Type:
STATS 19 data continue to show that most collisions involve a car.

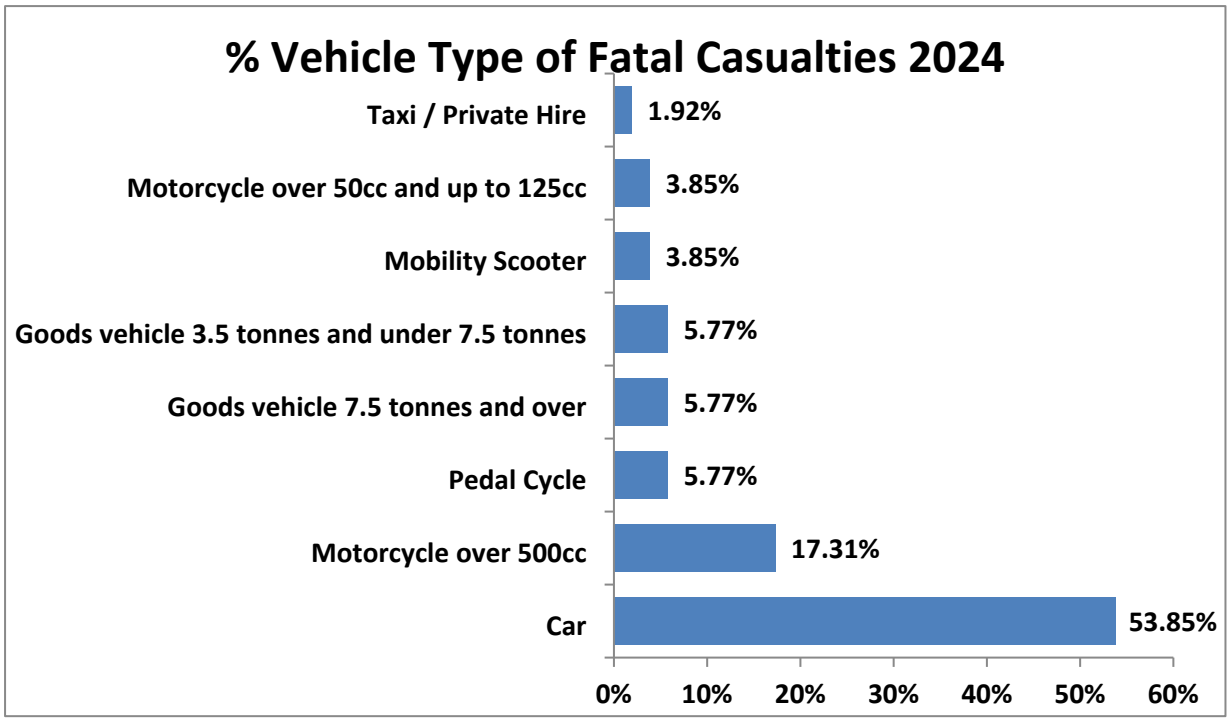


Table 5 – Motorcycle/Mobility Scooter Fatalities

Year	Motorcycle 50 cc and under	Motorcycle over 50cc and up to 125cc	Motorcycle over 125cc and up to 500cc	Motorcycle over 500cc	Motor cycle Unknown cc	Mobility Scooter
2024	0	2	3	9	0	2
5 Yrs Avg	0	1.8	0.4	6.8	0.8	0

Table 6 - Contributory Factors:

Contributory Factors	
Driver/rider being aggressive, dangerous or reckless	15
Affected by alcohol	5
Distraction to driver/rider from inside/outside or on vehicle	5
Illness or disability	5
Ineffective observation by either the driver, rider or pedestrian	5
Driver/rider exceeding speed limit	4
Affected by drugs	2
Driver / rider illegal turn / direction of travel or failed to comply with traffic sign / signal	2

Driver/rider inexperienced or learner	2
Driver/rider passing too close to another road user or pedestrian	2
Driver/rider travelling too fast for conditions (including loss of control or swerving)	2
Driver/rider had uncorrected or defective eyesight	1
Driver/rider too tired to drive/ride safely	1
Driver/Rider view obscured by blind spot	1
Drivers/riders view obscured by vegetation, buildings, layout or road signs	1
Incorrect use of crossing facility by person crossing the road	1
Pedestrian, cyclist, equestrian hard to see	1
Road surface was slippery due to weather	1
Slippery road (due to weather)	1
Total	**57**

Table 7 - Contributory Factors by Road User Group:

Group	Contributory Factor
17-24	Careless/Reckless/In a hurry
	Failed to look properly
	Failed to judge other person's path or speed
	Inexperienced or learner driver/rider
	Distraction in vehicle
	Exceeding speed limit
	Impaired by alcohol
	Loss of control
	Slippery road (due to weather)
TWMV 500cc+	Careless/Reckless/In a hurry
	Failed to look properly
	Loss of control
	Failed to judge other person's path or speed
	Exceeding speed limit
	Poor turn or manoeuvre
	Dazzling sun
	Deposit on road (eg. oil, mud, chippings)
	Inexperienced or learner driver/rider
TWMV 50cc-125cc	Careless/Reckless/In a hurry
	Failed to look properly
	Inexperienced or learner driver/rider
	Failed to judge other person's path or speed
	Animal or object in carriageway
	Rain, sleet, snow, or fog
	Slippery road (due to weather)
Mature Adults 60+	Careless/Reckless/In a hurry
	Failed to look properly
	Failed to judge other person's path or speed

	Dazzling sun
	Other - Please specify below
	Illness or disability, mental or physical
	Loss of control
	Slippery road (due to weather)
	Exceeding speed limit
	Distraction in vehicle
	Careless/Reckless/In a hurry (Pedestrian)
	Poor turn or manoeuvre
	Aggressive driving
	Rain, sleet, snow, or fog
	Following too close
	Fatigue

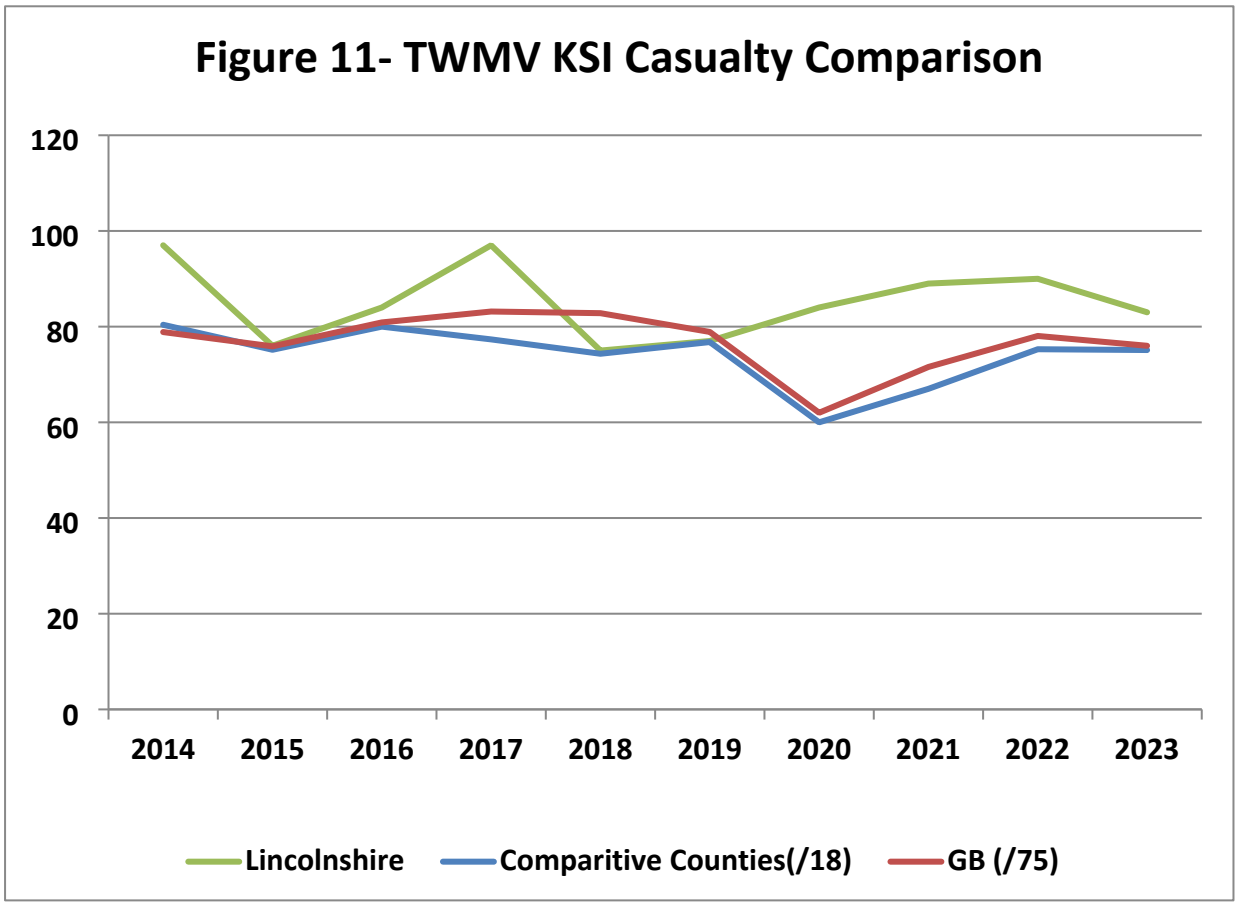
Table 8 - Road Type:
79.55% of fatal collisions happened on A and B Class roads in 2023. In 2022 it was 96%.

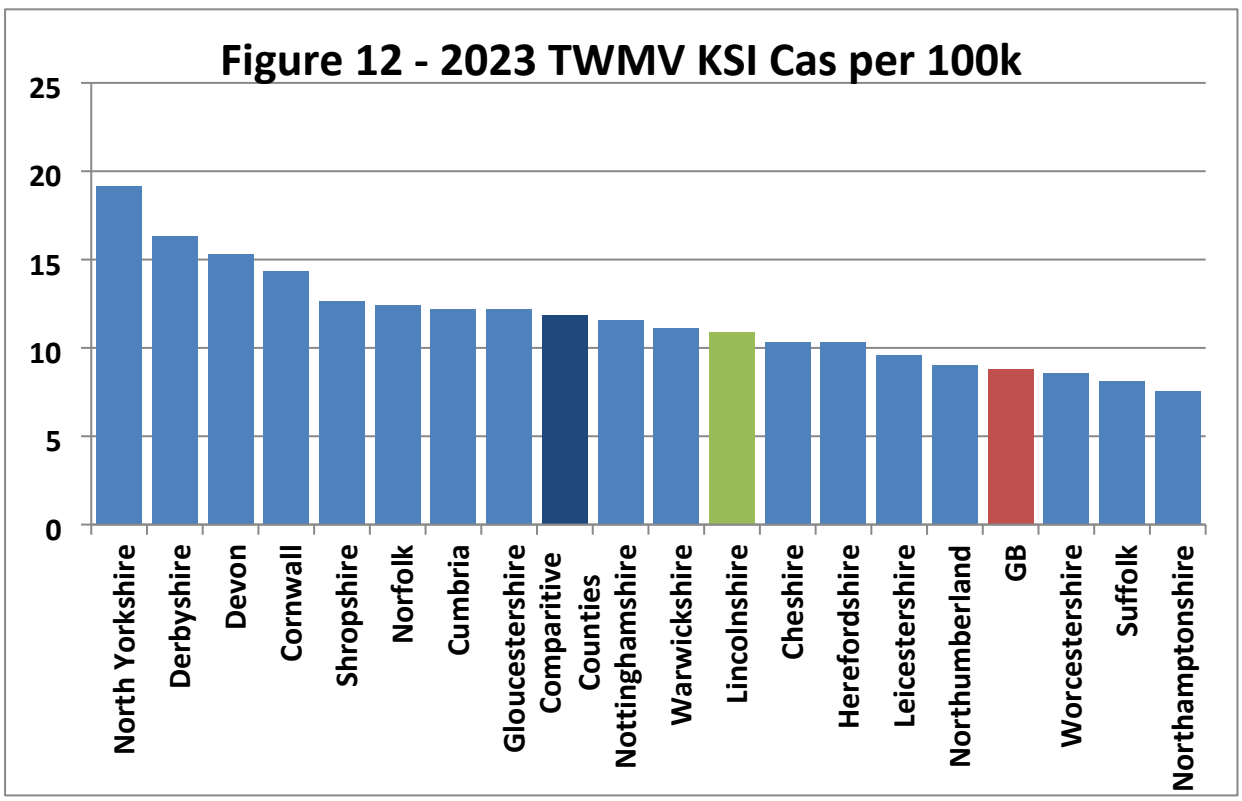
Road Type	Fatal Collisions	%
A Class road	37	78.72%
B Class road	2	4.26%
C Class road	4	8.51%
D Class road	4	8.51%
Total	47	

*last 5 years to 31/12/2022

KSI Analysis – By User Group

Two Wheeled Motor Vehicle (TWMV):





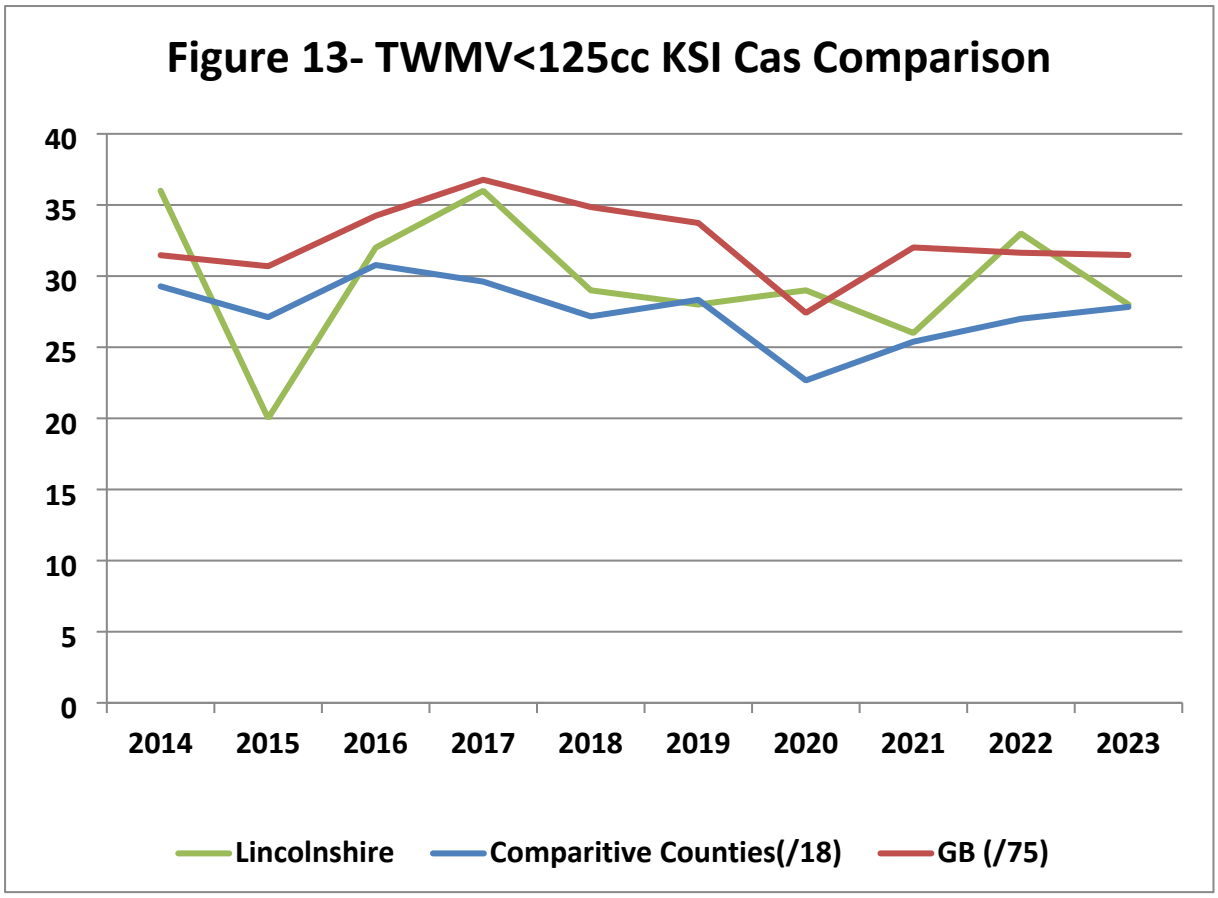


Figure 13- TWMV<125cc KSI Cas Comparison
40
35
30
25
20
15
10
5
0
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Lincolnshire
Comparitive Counties(/18)
GB (/75)

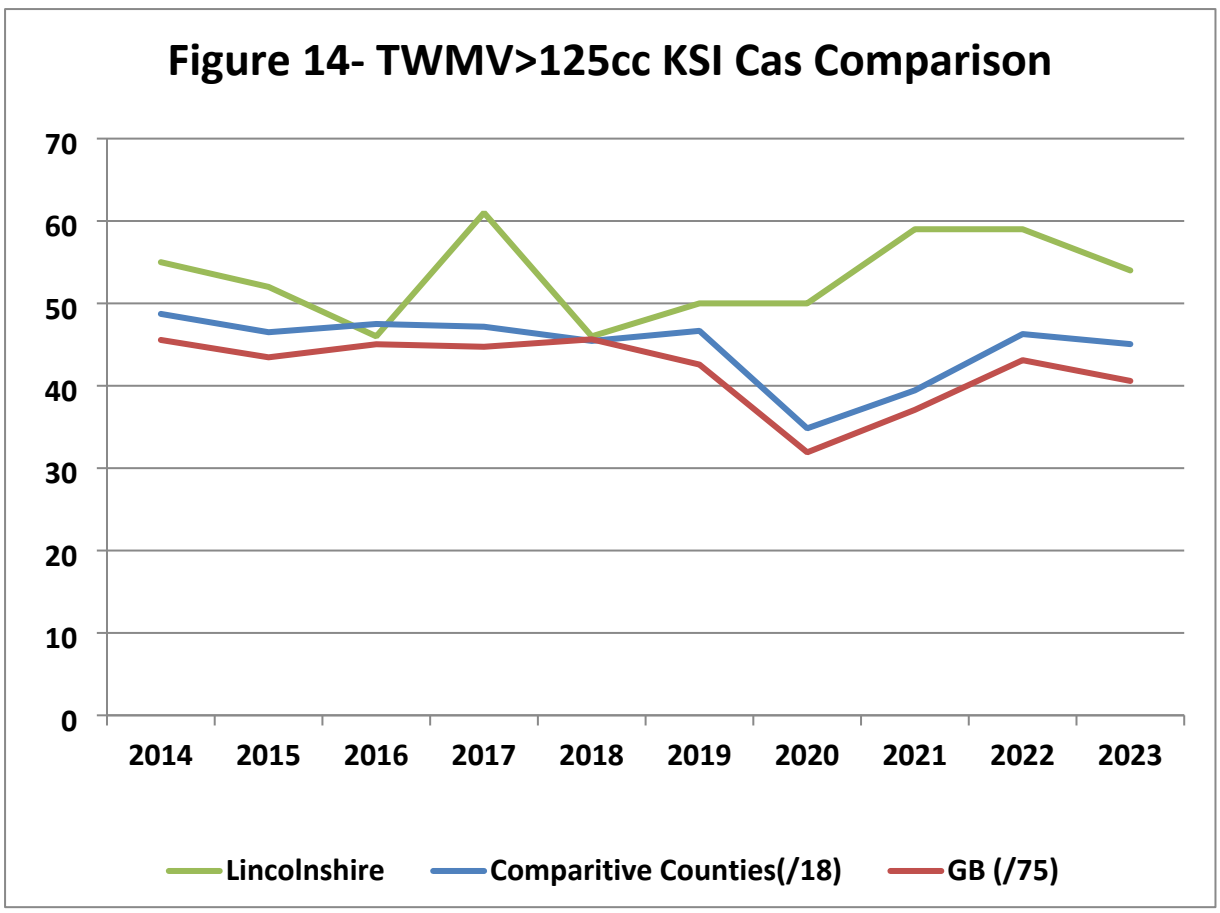


Figure 14- TWMV>125cc KSI Cas Comparison
70
60
50
40
30
20
10
0
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Lincolnshire
Comparitive Counties(/18)
GB (/75)

Table 9 and 9b - TWMV District Trends

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
TWMV KSI Casualties (All cc's & Unknown)			8.8%		10 11.5% -41.2%	24 27.6% +4.3%	8 9.2% +60.0%	14 16.1% +27.3%	15 17.2% +50.0%	7 8.0% 0.0	9 10.3% +28.6%		
Low Powered TWMV (upto 125cc) KSI Casulties			-10.7%		3 12.0% -50.0%	5 20.0% -37.5%	4 16.0% +33.3%	5 20.0% +25.0%	1 4.0% -66.7%	4 16.0% 0.0	3 12.0% #DIV/0!		
High Powered TWMV (over 125cc) KSI Casualties			19.2%		7 11.3% -36.4%	19 30.6% +26.7%	4 6.5% +100.0%	9 14.5% +28.6%	14 22.6% +100.0%	3 4.8% 0.0	6 9.7% -14.3%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
TWMV KSI Casualties (All cc's & Unknown)			-12.1%		17 21.3% +13.3%	23 28.8% -14.8%	5 6.3% -44.4%	11 13.8% -8.3%	10 12.5% -33.3%	7 8.8% +16.7%	7 8.8% 0.0		
Low Powered TWMV (upto 125cc) KSI Casulties			-15.2%		6 21.4% +50.0%	8 28.6% +60.0%	3 10.7% -62.5%	4 14.3% -33.3%	3 10.7% -62.5%	4 14.3% +300.0%	0 0.0% -100.0%		
High Powered TWMV (over 125cc) KSI Casualties			-10.3%		11 21.2% 0.0	15 28.8% -31.8%	2 3.8% +100.0%	7 13.5% +16.7%	7 13.5% 0.0	3 5.8% -40.0%	7 13.5% +16.7%		

Pedestrian:

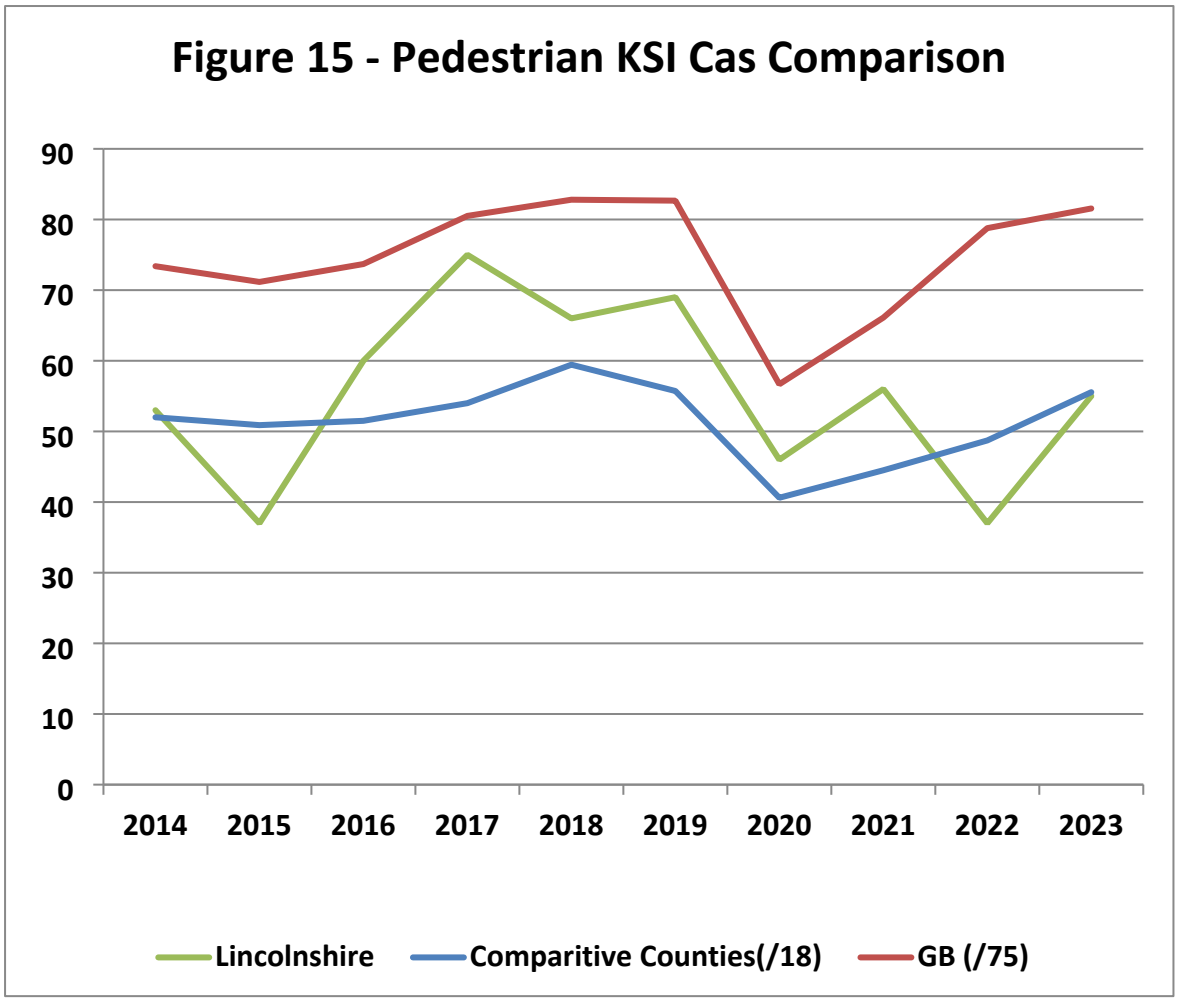


Figure 15 - Pedestrian KSI Cas Comparison
90
80
70
60
50
40
30
20
10
0
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Lincolnshire
Comparitive Counties(/18)
GB (/75)

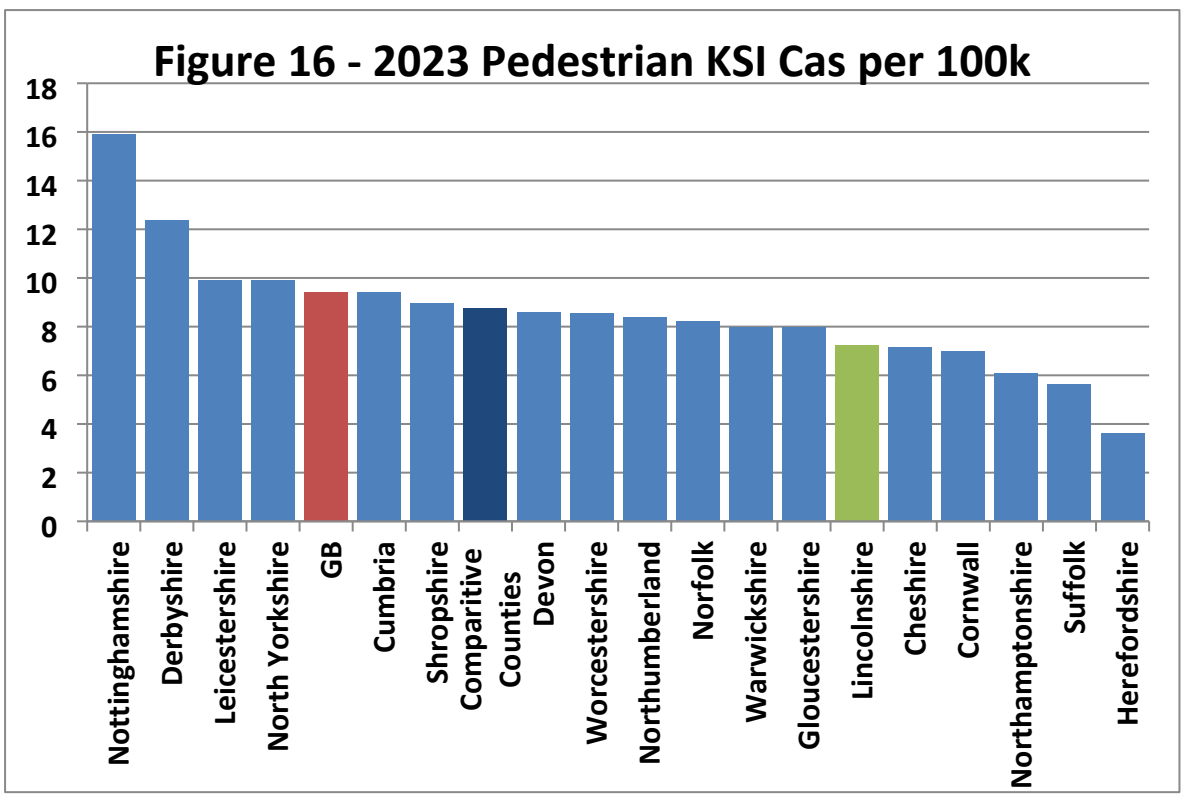


Figure 16 - 2023 Pedestrian KSI Cas per 100k
18
16
14
12
10
8
6
4
2
0
Nottinghamshire
Derbyshire
Leicestershire
North Yorkshire
GB
Cumbria
Shropshire
Comparitive Counties
Devon
Worcestershire
Northumberland
Norfolk
Warwickshire
Gloucestershire
Lincolnshire
Cheshire
Cornwall
Northamptonshire
Suffolk
Herefordshire

Table 10 and 10b - Pedestrian District Trends

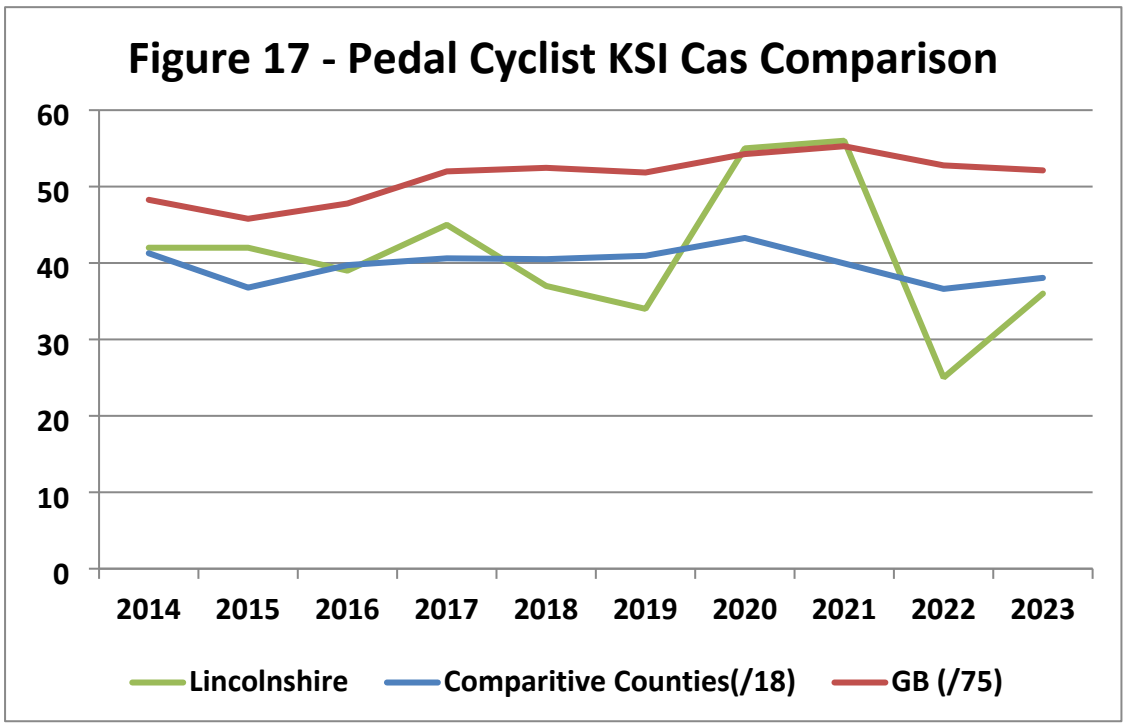
Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Pedestrians KSI Casualties			-10.9%		4 8.2% -20.0%	13 26.5% 0.0	8 16.3% -42.9%	3 6.1% -40.0%	13 26.5% +116.7%	3 6.1% 0.0	5 10.2% -44.4%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Pedestrians KSI Casualties	55	37	48.6%		5 9.1% +150.0%	13 23.6% +62.5%	14 25.5% +100.0%	5 9.1% +25.0%	6 10.9% -14.3%	3 5.5% +200.0%	9 16.4% +12.5%		

Pedal Cyclist:



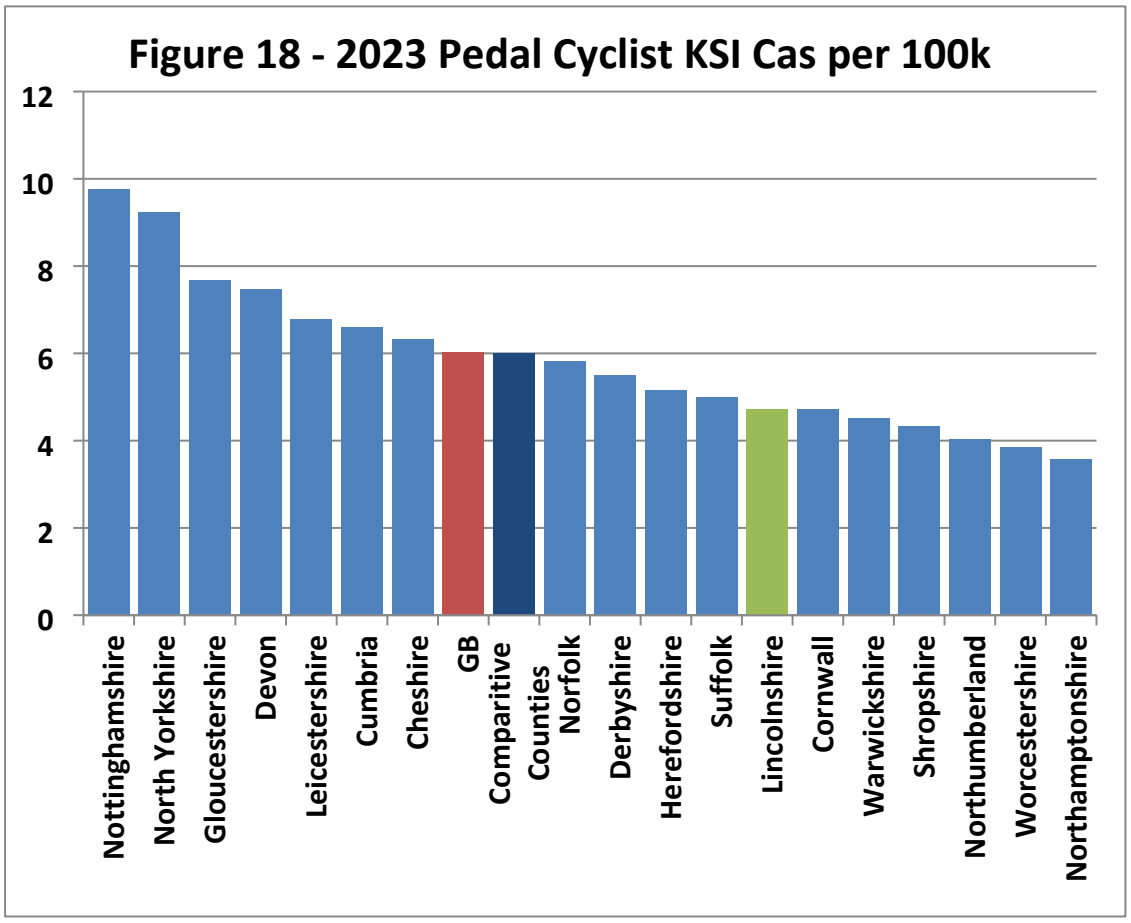


Table 11 and 11.b - Pedal Cyclist District Trends

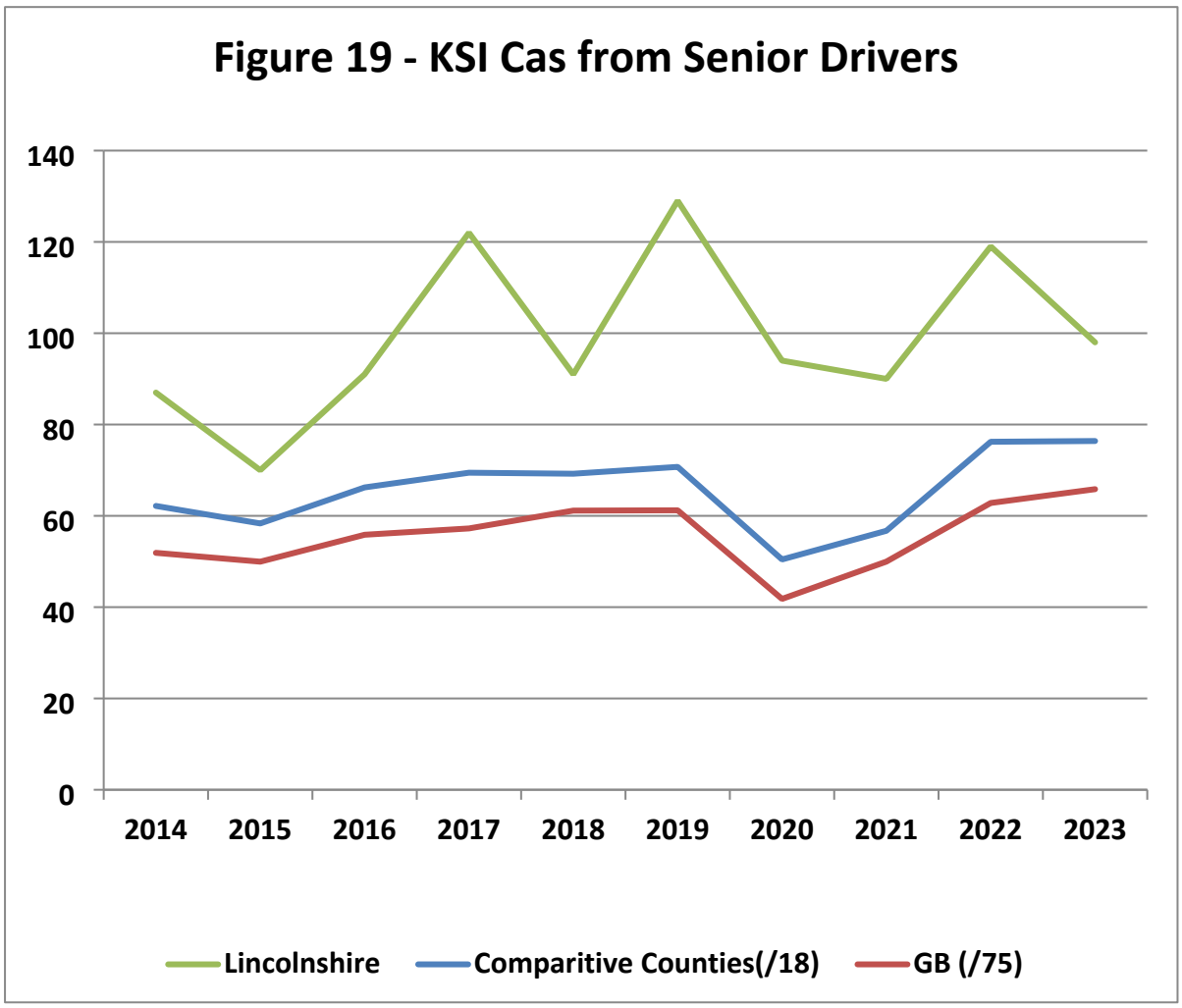
Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Pedal Cyclist KSI Casualties			8.6%		4 10.5% +300.0%	13 34.2% +62.5%	5 13.2% 0.0	5 13.2% +66.7%	7 18.4% +16.7%	0 0.0% -100.0%	4 10.5% -20.0%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Pedal Cyclist KSI Casualties	35	25	40.0%		1 2.9% 0.0	8 22.9% +166.7%	5 14.3% 0.0	3 8.6% -25.0%	6 17.1% 0.0	7 20.0% +600.0%	5 14.3% 0.0		

Senior Drivers:



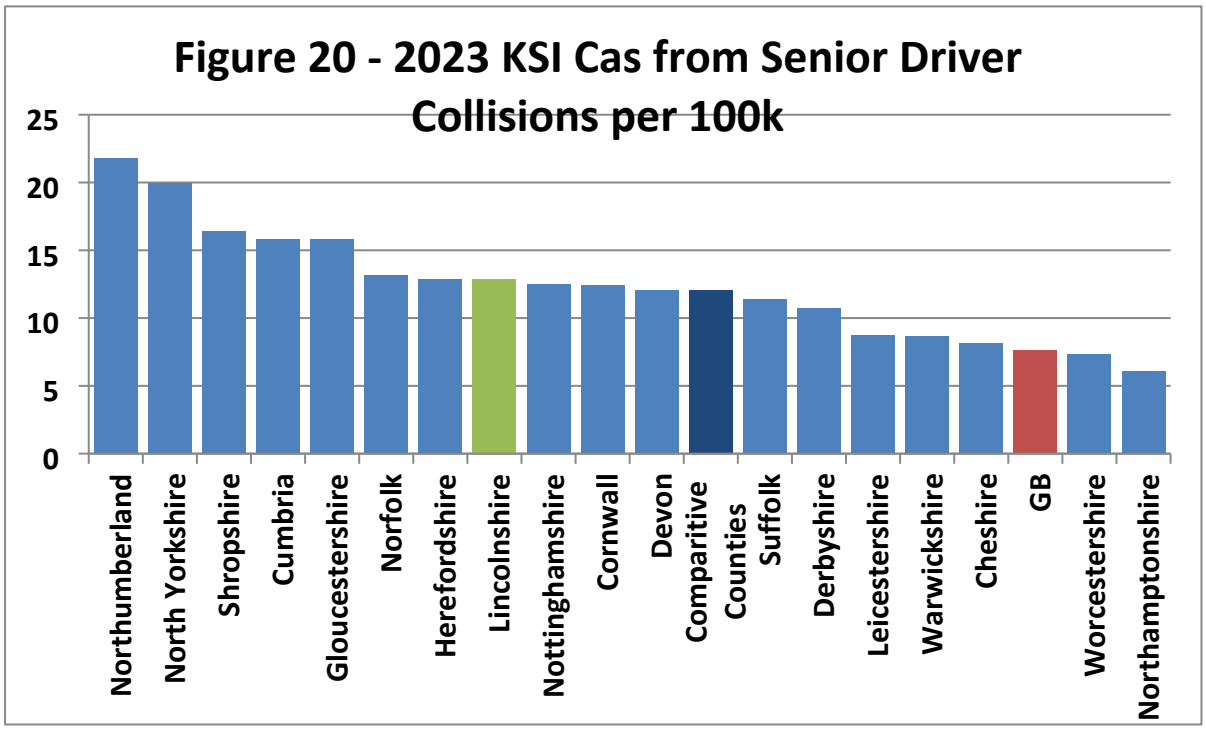


Table 12 and 12b - Senior Driver District Trends

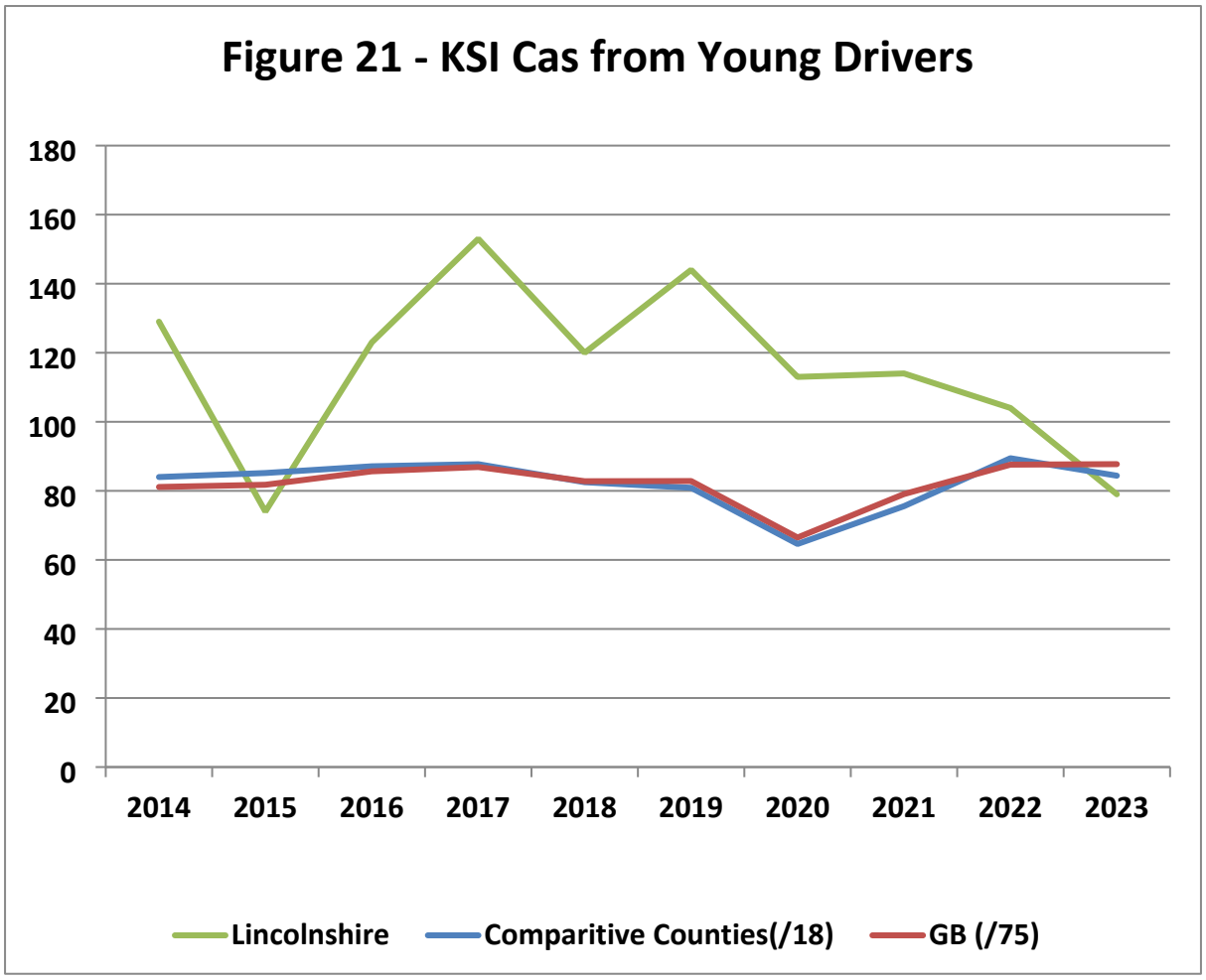
Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Collisions Involving a 60+ year old Driver			-7.2%		14 12.1% -30.0%	32 27.6% -15.8%	8 6.9% -20.0%	20 17.2% +17.6%	24 20.7% +14.3%	7 6.0% -30.0%	11 9.5% +22.2%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Collisions Involving a 60+ year old Driver	125	127	-1.6%		20 16.0% +42.9%	38 30.4% +5.6%	10 8.0% +11.1%	17 13.6% -5.6%	21 16.8% -19.2%	10 8.0% +66.7%	9 7.2% -50.0%		

Young Driver:



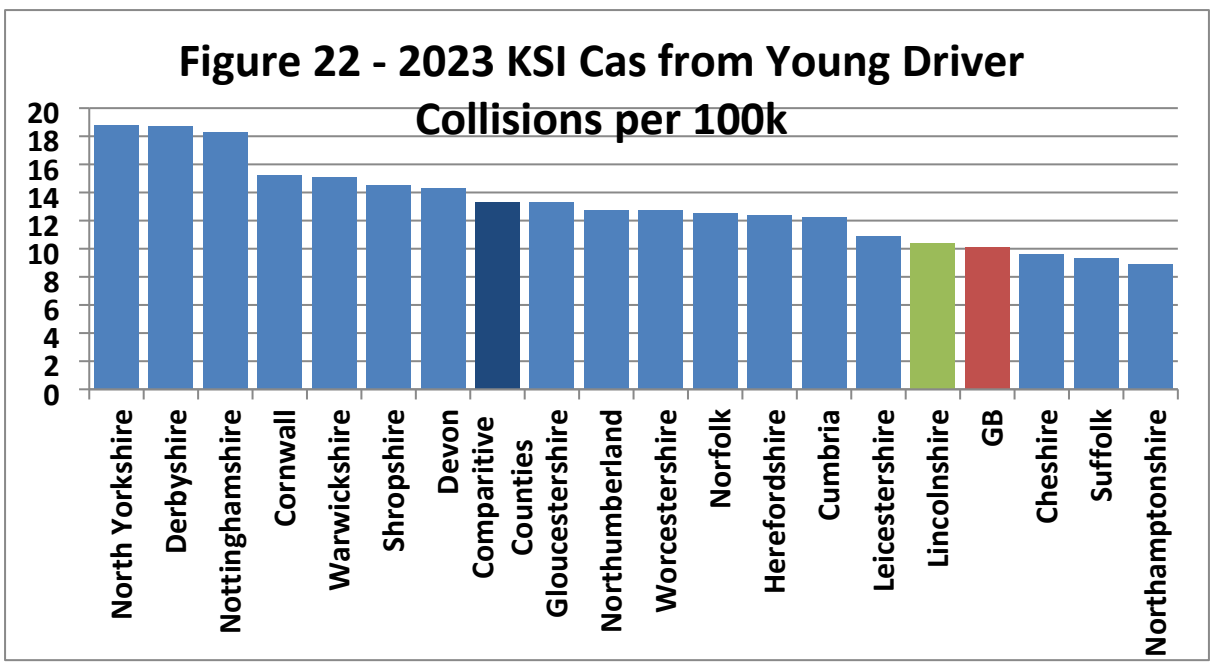


Table 13 and 13b - Young Driver District Trends

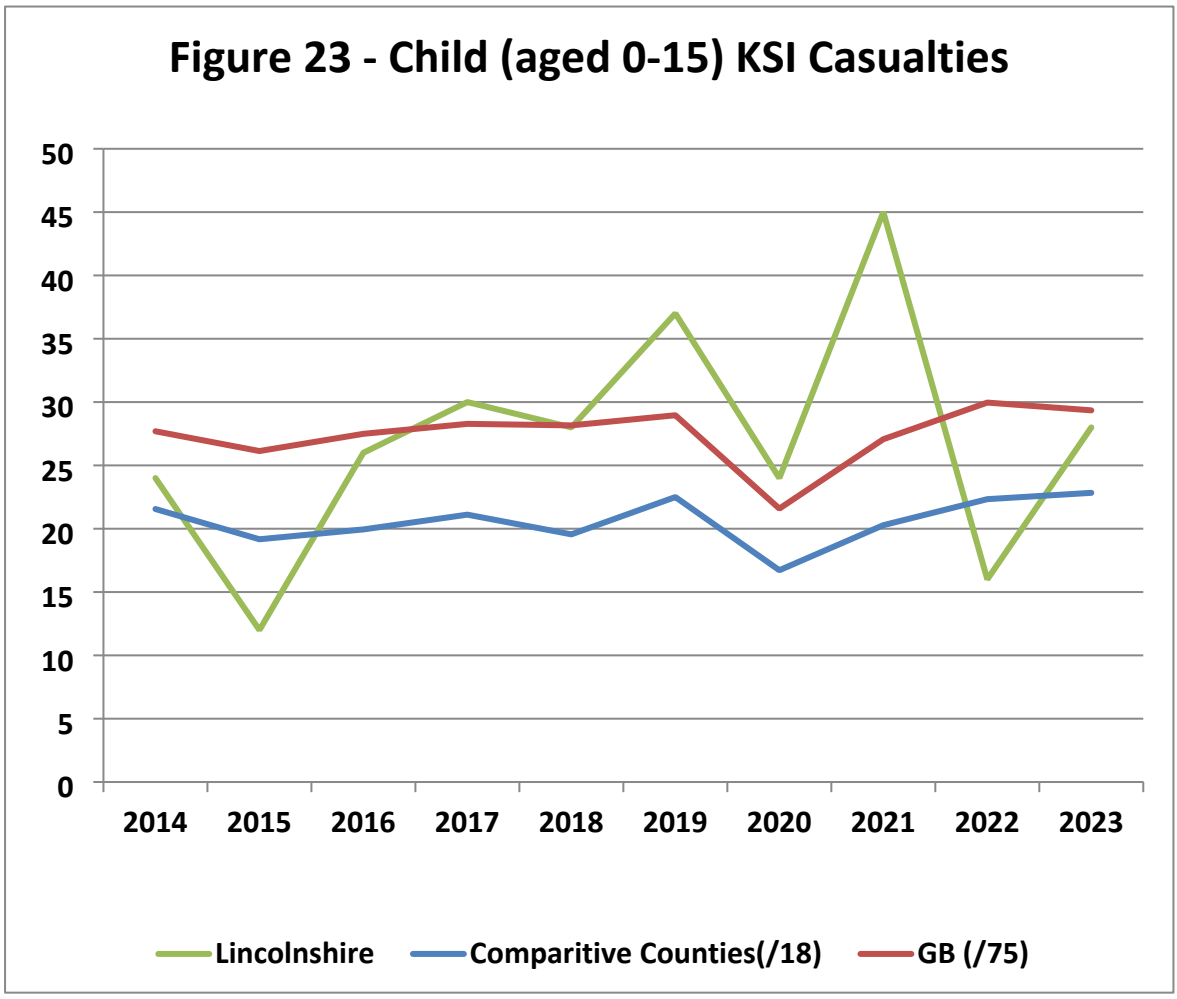
Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Collisions Involving a 17-24 year old Driver	[redacted]		31.9%		18 19.8% -5.3%	17 18.7% +13.3%	8 8.8% +14.3%	16 17.6% +77.8%	18 19.8% +80.0%	5 5.5% -16.7%	9 9.9% +200.0%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
KSI Collisions Involving a 17-24 yearold Driver	69	87	-20.7%		19 27.5% +46.2%	15 21.7% -34.8%	7 10.1% 0.0	9 13.0% -25.0%	10 14.5% -37.5%	6 8.7% +50.0%	3 4.3% -75.0%		

Children aged 0-15:



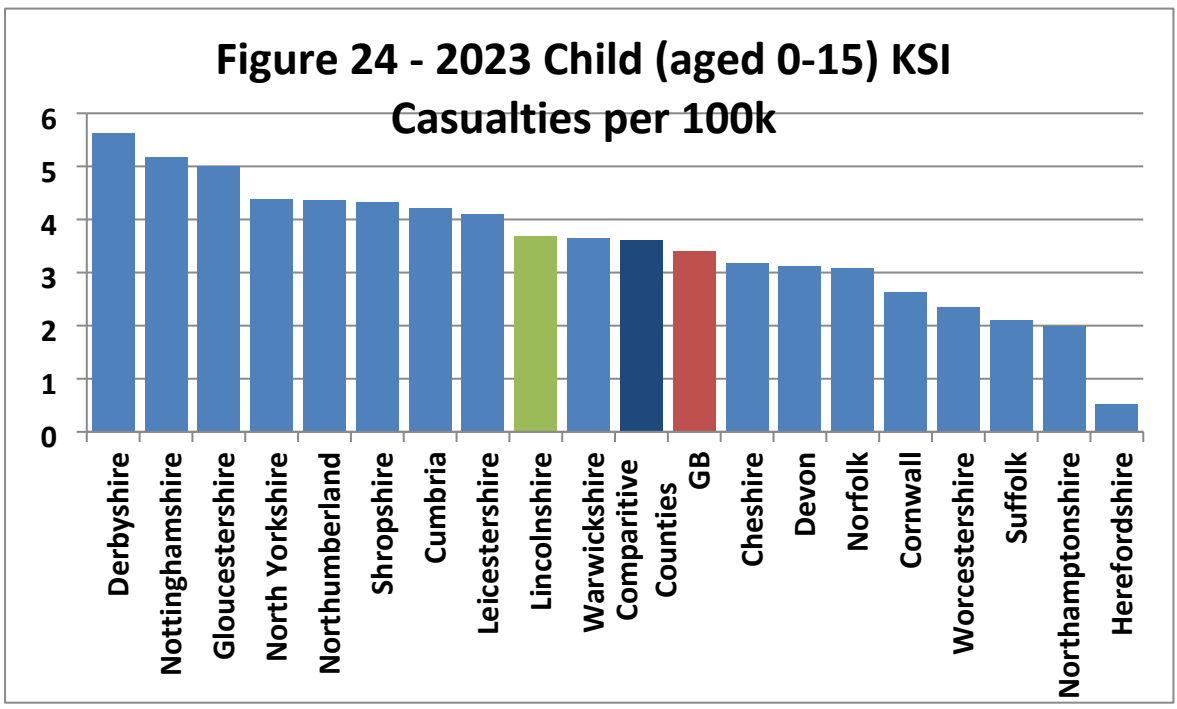


Table 14 and 14b – Child aged 0-15yrs District Trends

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Child (0-15) KSI Casualties	[redacted]	[redacted]	-14.3%		3 12.5% -40.0%	8 33.3% 0.0	1 4.2% -75.0%	2 8.3% 0.0	6 25.0% +20.0%	1 4.2% 0.0	3 12.5% 0.0		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Child (0-15) KSI Casualties	28	16	75.0%		5 17.9% +150.0%	8 28.6% +100.0%	4 14.3% +100.0%	2 7.1% +100.0%	5 17.9% +150.0%	1 3.6% -50.0%	3 10.7% 0.0		

Car & Taxi:

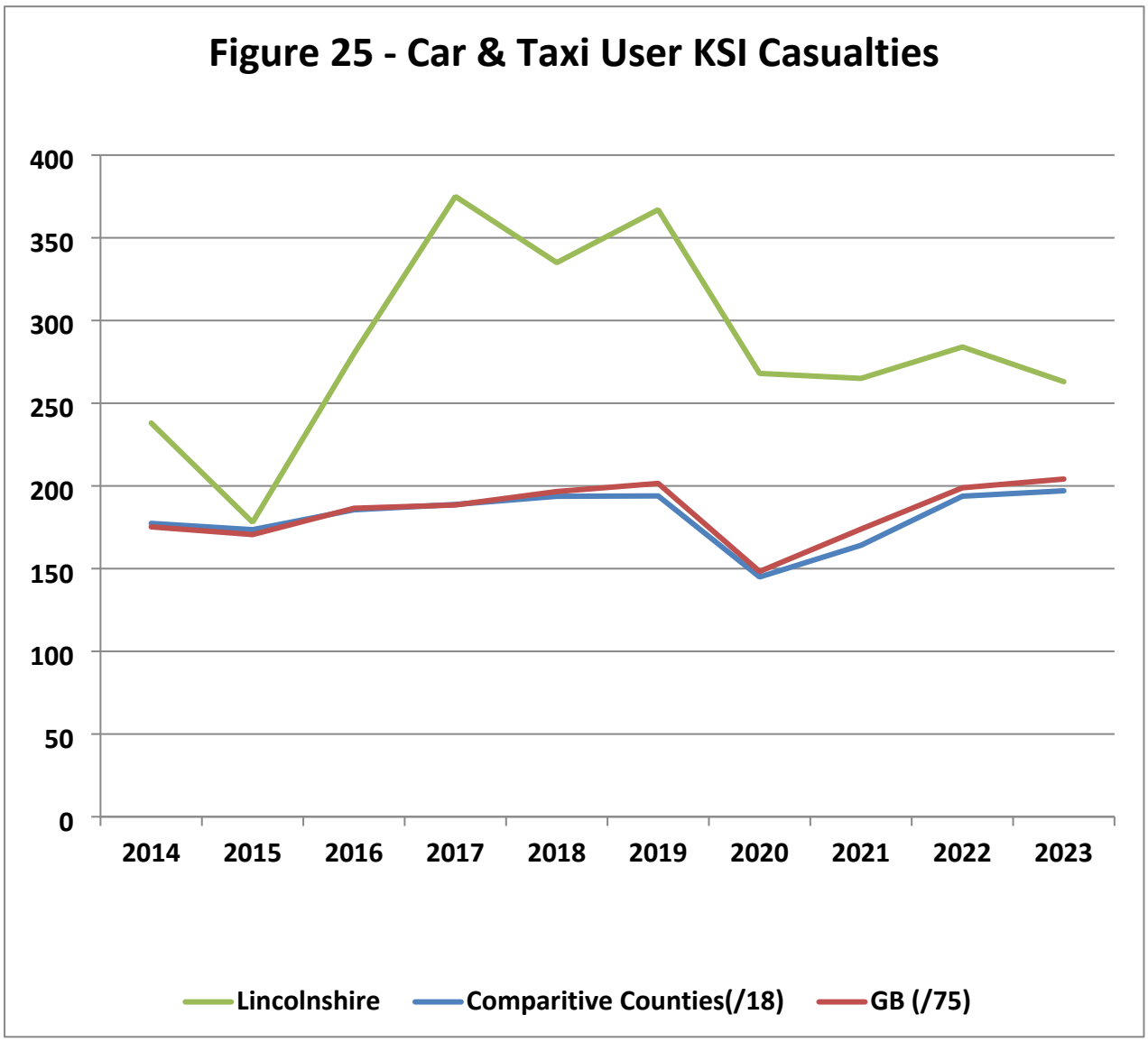


Figure 25 - Car & Taxi User KSI Casualties
400
350
300
250
200
150
100
50
0
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Lincolnshire
Comparitive Counties(/18)
GB (/75)

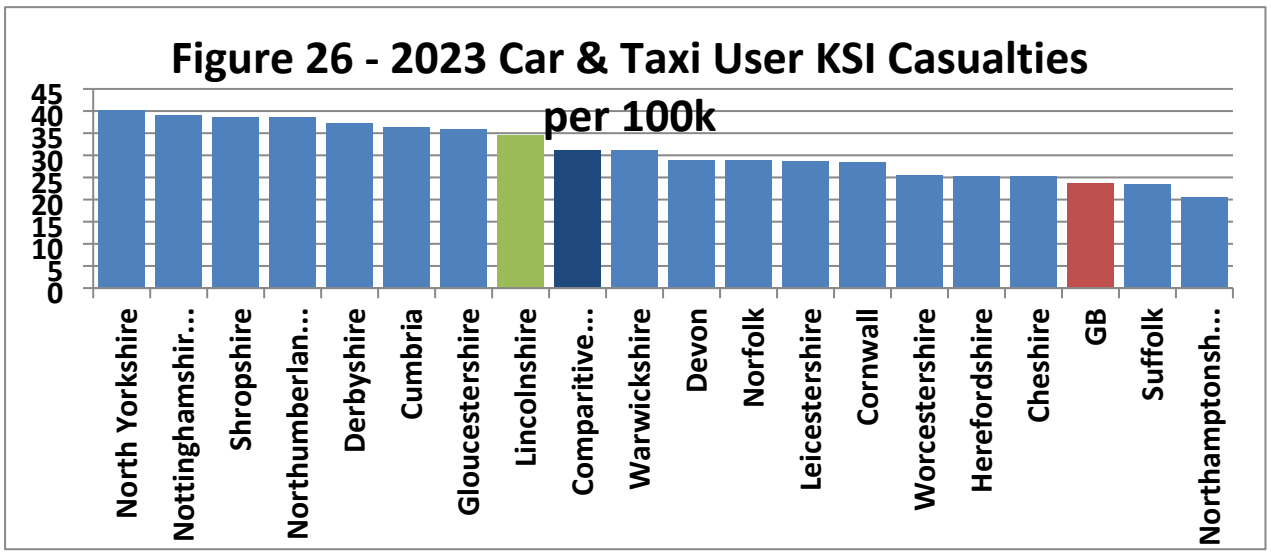


Figure 26 - 2023 Car & Taxi User KSI Casualties per 100k
45
40
35
30
25
20
15
10
5
0
North Yorkshire
Nottinghamshir...
Shropshire
Northumberlan...
Derbyshire
Cumbria
Gloucestershire
Lincolnshire
Comparitive...
Warwickshire
Devon
Norfolk
Leicestershire
Cornwall
Worcestershire
Herefordshire
Cheshire
GB
Suffolk
Northamptonsh...

Table 15 and 15b- Car & Taxi District Trends

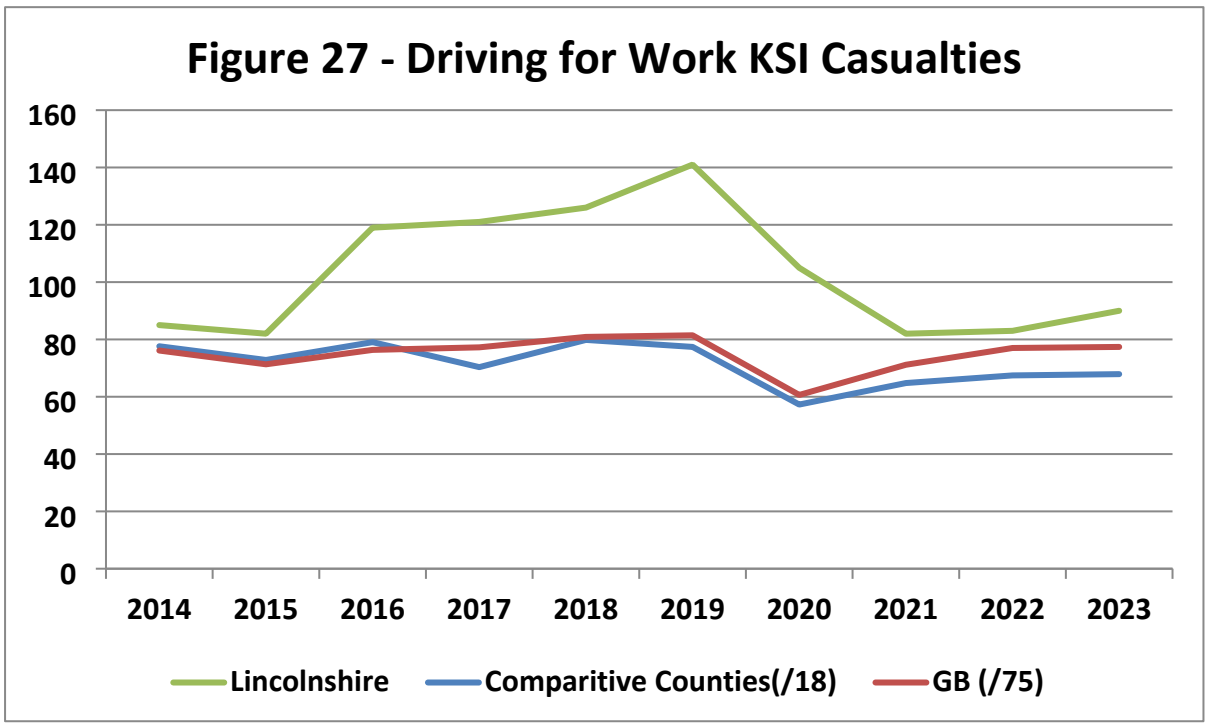
Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2024

	1st Jan 2024 to 31st Dec 24	1st Jan 2023 to 31st Dec 23	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Car & Taxi KSI Casualties	230	219	5.0%		39 17.0% -26.4%	55 23.9% -5.2%	10 4.3% +66.7%	38 16.5% +31.0%	33 14.3% -31.3%	24 10.4% +60.0%	31 13.5% +210.0%		

Lincolnshire Road Safety Partnership Rolling Performance Dashboard - 2023

	1st Jan 2023 to 31st Dec 23	1st Jan 2022 to 31st Dec 22	% Change on Previous Year	MALE FEMALE	West Lindsey DC	East Lindsey	Lincoln City	North Kesteven DC	South Kesteven DC	South Holland DC	Boston BC	District Distribution	URBAN RURAL
Car & Taxi KSI Casualties	219	260	-15.8%		53 24.2% +47.2%	58 26.5% -22.7%	6 2.7% -40.0%	29 13.2% -25.6%	48 21.9% -2.0%	15 6.8% -11.8%	10 4.6% -70.6%		

Driving for Work:



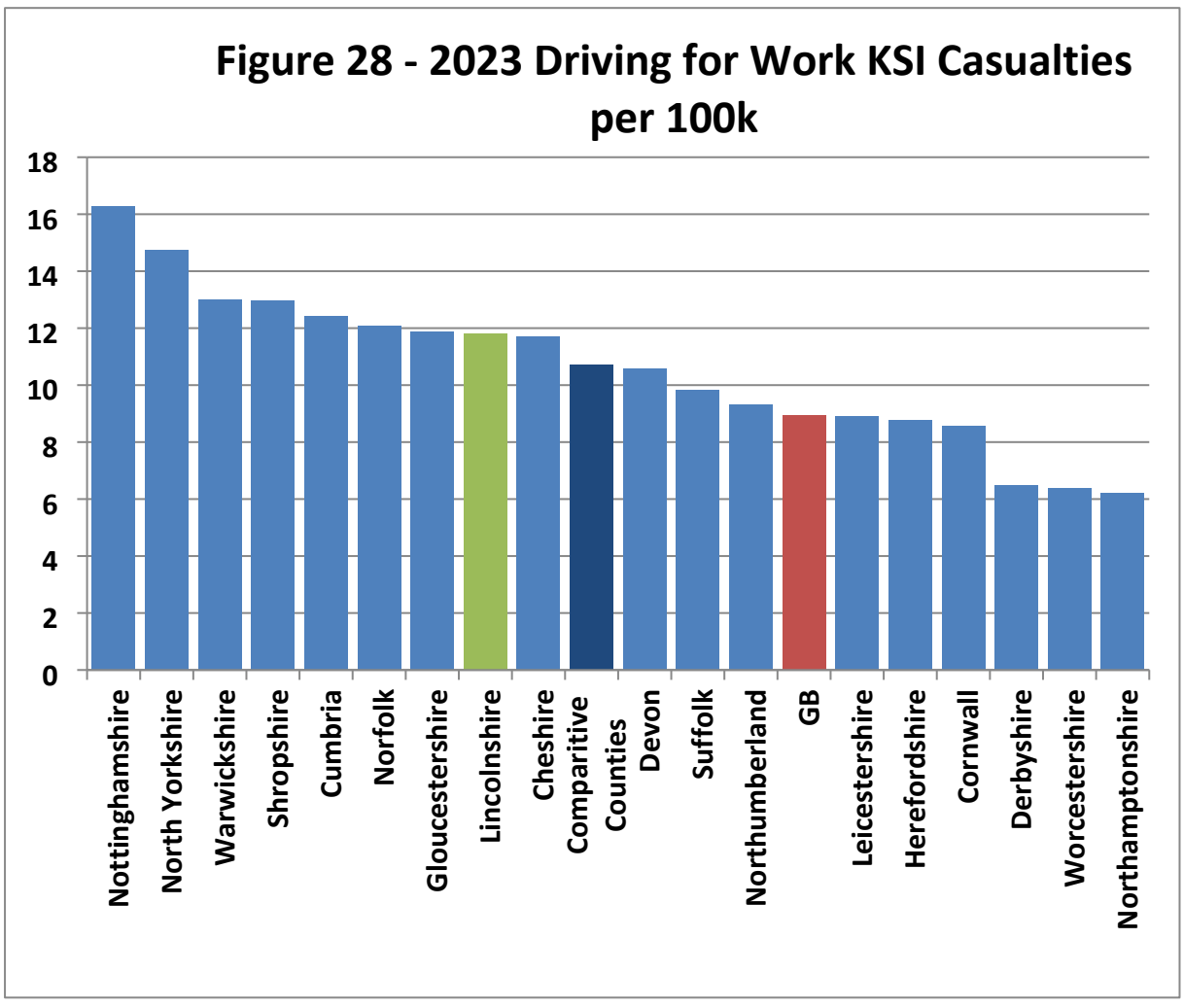


Figure 29 - Speed Related Collisions 2011-24

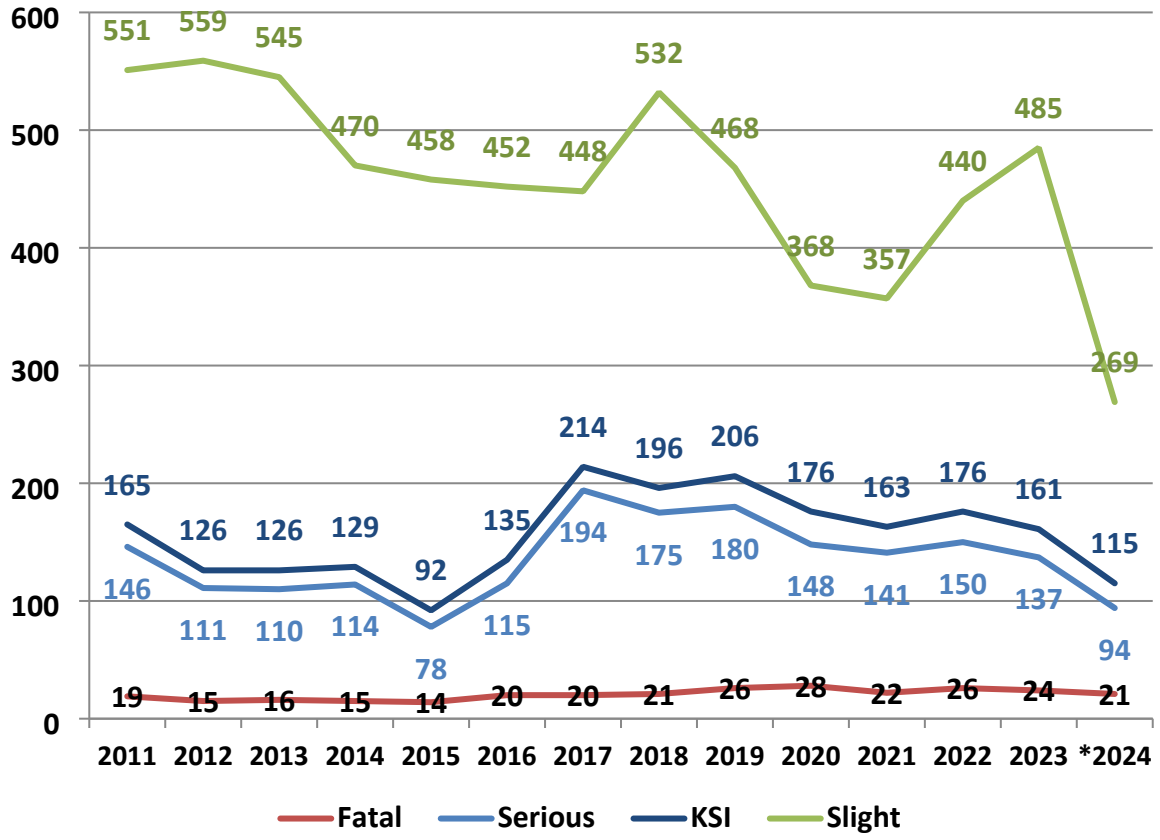
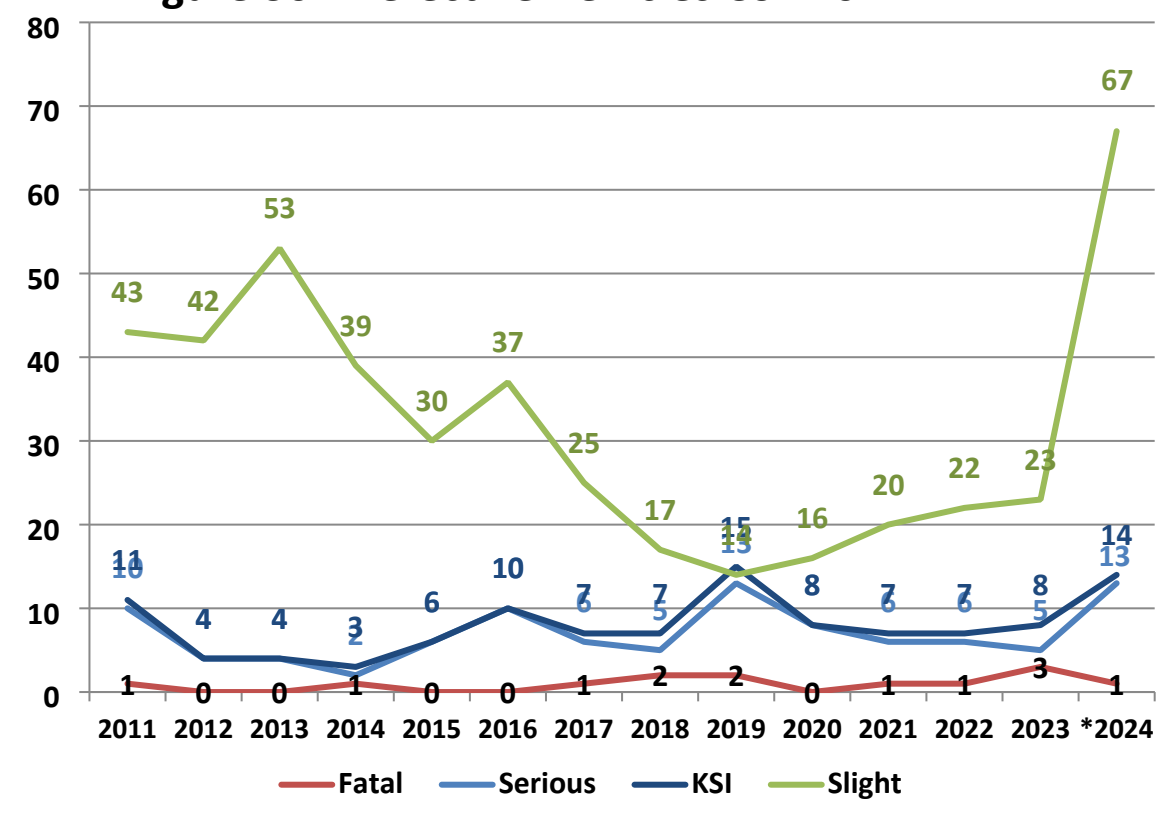
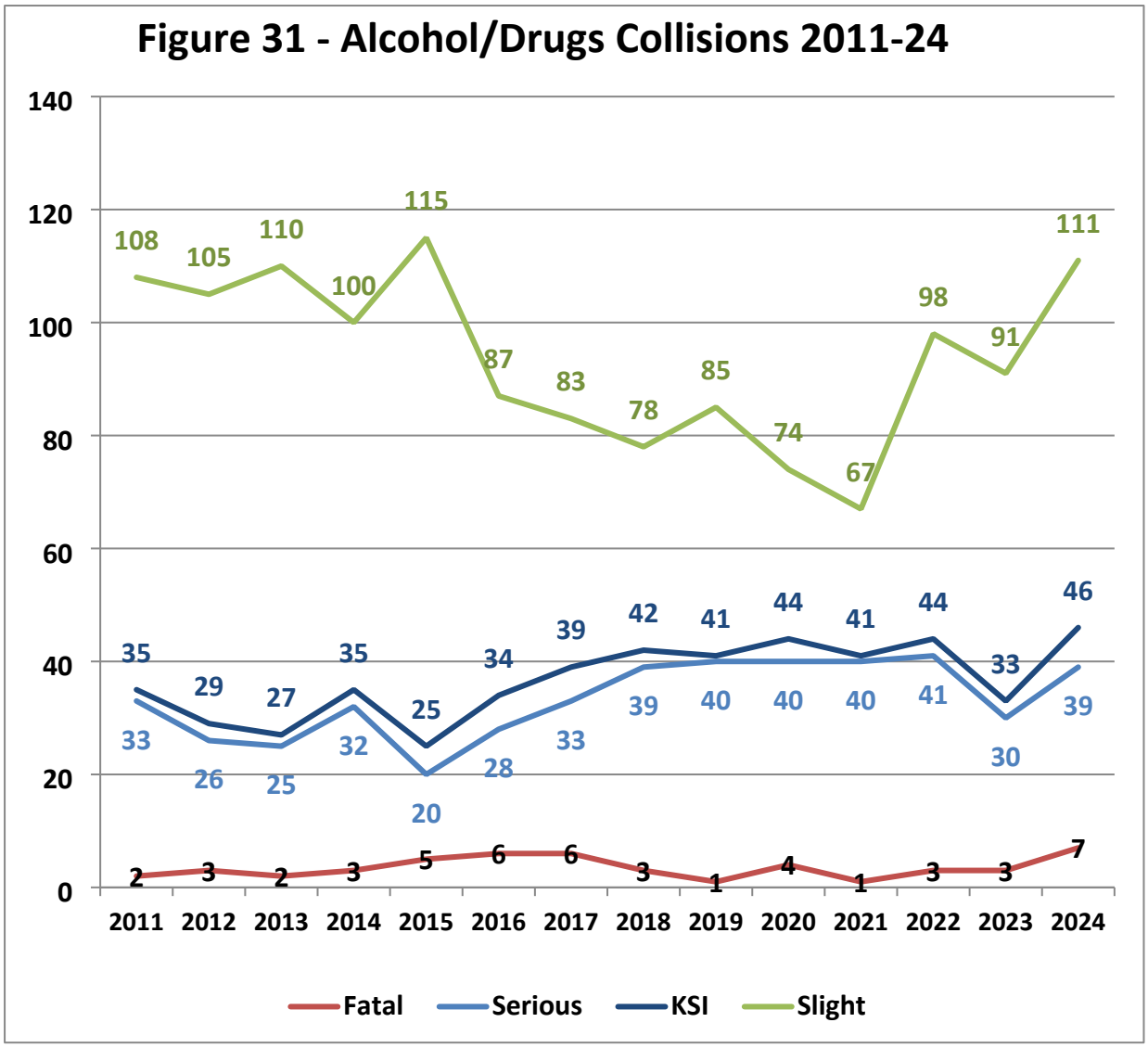


Figure 30 - Defective Vehicles Coll 2011-24





Note: Causation factor trends:

The Department for Transport made alterations to STATS19 reporting causation factors.
Guide to contributory factors (and road safety factors) for reported road casualties Great Britain - GOV.UK
This should be noted in the following areas in this report:

Table 6: Seems unaffected by the changes with a like for like alternative.
Table 7 is a list of the factors relevant to that year's collisions, but they may be worded differently to previous years.

Figure 29: Notable effect.
Only three of the previous five "Speed Related" factors still exist.

Figure 30:
For Vehicle Defects, we previously had:

201 Tyres illegal, defective or under inflated

202 Defective lights or indicators
203 Defective brakes
204 Defective steering or suspension
205 Defective or missing mirrors
206 Overloaded or poorly loaded vehicle or trailer

Since 2024 they are now:

V1 Vehicle defective tyres
V2 Vehicle defect (excluding tyres and light)
V3 Vehicle or trailer was overloaded or poorly loaded
V4 Driver/Rider view obscured by blind spot
V5 Vehicle with defective lights or not using headlights when visibility is reduced

This report was written by Steve Batchelor, LRSP Senior Manager, who can be contacted at staying.alive@lincolnshire.gov.uk

Report To:	Overview and Scrutiny Committee
Date:	2nd October 2025
Subject:	Crime and Disorder Report
Purpose:	To provide Members with an update on Community Safety Partnership work at a local and county level
Key Decision:	N/A
Portfolio Holder:	Councillor Dale Broughton, Leader of the Council
Report Of:	Emily Spicer, Assistant Director – Communities & Housing Services
Report Author:	Sarah Cocker, Safer Communities Officer
Ward(s) Affected:	All
Exempt Report:	No

Summary

This report provides an overview of the work undertaken by the South & East Lincolnshire Community Safety Partnership at a local level and the Safer Lincolnshire Partnership at County level. It includes information on Anti-Social Behaviour enforcement activity in Boston Borough. The report recommends that the contents are noted, and additional areas of focus are considered for inclusion in future reports.

Recommendations

1. That the content of the report is noted; and
2. That members consider areas of focus to be included in future reports.

Reasons for Recommendations

1. The content of the report is noted to ensure that members are up to date on the work undertaken over the last financial year.

2. The focus of future updates provides members with an opportunity to advise of areas of work they require more detail on.

Other Options Considered

Do nothing

1. Background

1.1 Community Safety Partnerships (CSPs) were established under the Crime and Disorder Act 1998. A CSP is required for each local government area, bringing the police, local authorities, fire and rescue, health, and probation together to formulate strategies for the reduction of crime.

1.2 Locally, the South & East Lincolnshire Community Safety Partnership (SELCSP) is an informally merged partnership administered through the South and East Lincolnshire Council's Partnership (SELCP), it covers Boston Borough, East Lindsey, and South Holland. At the county level, there is an informally merged countywide partnership known as the Safer Lincolnshire Partnership (SLP), administered by Lincolnshire County Council. Boston Borough Council currently discharges its statutory duties for reducing crime and disorder at a strategic level through the abovementioned partnerships and at an operational level by delivering services such as CCTV and Anti-Social Behaviour (ASB) investigation and enforcement work.

1.3 The statutory duties of a CSP are below, these are fulfilled by the SLP:

1.3.1 Undertake a Strategic Assessment to review crime and disorder in the area.
1.3.2 Prepare and implement a strategy to tackle crime and disorder, the misuse of drugs, reduce reoffending and serious violence.
1.3.3 Set up protocols and systems for information sharing.
1.3.4 Regularly engage and consult with the public about their community safety priorities and issues.
1.3.5 Commission Domestic Abuse Related Death Reviews (DARDRs) following notification from the police of a domestic homicide.
1.3.6 Hold one or more public meeting during the year.

1.4 This report will provide an overview of the work of the local SELCSP and the county SLP. The report also provides summary data in relation to enforcement action to address ASB including the alcohol-related Public Spaces Protection Order (PSPO) and the Noxious Odours procedure.

2. South and East Lincolnshire Community Safety Partnership

2.1 The SELCSP aims to combine knowledge, powers and expertise to reduce, crime, ASB and the fear of crime in South and East Lincolnshire, to ensure it remains one of the safest places to live, work and visit.

2.2 SELCSP is a partnership made up of the following organisations:

- Boston Borough, East Lindsey and South Holland District Councils (officers and Elected Members)
- Lincolnshire County Council (Community Safety Team, Lincolnshire Road Safety Partnership, and Public Health)
- Lincolnshire Police
- Lincolnshire Fire and Rescue
- Lincolnshire Partnership NHS Foundation Trust
- The Probation Service
- Lincolnshire's Police and Crime Commissioner

2.3 Non-statutory agencies also contribute to the work of the partnership including housing associations, Lincolnshire Recovery Partnership (treatment provider for substance misuse), HMP North Sea Camp and the voluntary sector (e.g., Lincolnshire Community and Voluntary Service). The SELCSP works closely with the county SLP and supports its areas of work.

2.4 The SELCSP produces a Community Safety Strategy every three years with an action plan that underpins it. Following a strategic review, a new strategy for 2025-2028 sets out the areas of focus identified by partners at the sub-regional level. A copy of this is included in Appendix 1.

2.5 This report focuses on the final year of the previous strategy and the associated action plan which covers the work completed in 2024-25. A copy of the completed action plan is included in Appendix 2. A summary of the key actions undertaken in Boston during the last financial year are presented below.

2.6 Operation Plotting – Boston Town Centre

2.6.1 Under the umbrella of 'Op Plotting,' several projects secured funding through a grant provided by the Home Office to support delivery of the Serious Violence Duty. The duty makes councils and local services work together to share information and target interventions to prevent and reduce serious violence. Specific areas of Boston Town Centre were identified as hot spot locations which included West Street, Market Place, Red Lion Street, and Central Park.

2.6.2 The **Community Rangers** project was launched in April 2024. It aimed to tackle crime, ASB and reduce fear of crime through a visible presence in key areas of Boston town centre. Over the year the two rangers engaged in over 965 actions including enforcing the PSPO (alcohol restrictions), supporting police with intelligence, preventing incidents from escalating, and assisting with shoplifting and CCTV operations. They also participated in community events and educational

campaigns, such as raising awareness about a new PSPO covering wild bird feeding restrictions. In March 2025, the Boston Town Board committed to funding a continuation of the scheme for a further year through two Community Safety Officers who are directly employed by Boston Borough Council on a fixed one-year contract, they commenced the role in summer 2025.

2.6.3 The **Community Engagement Officer** project focuses on strengthening community cohesion and integration to address safety concerns and improve trust in authorities, particularly in the identified hot-spot areas in Boston. Working with colleagues at Boston Borough Council and Lincolnshire Police, the officer has engaged with diverse residents and communities and led initiatives such as sessions with ESOL students (English for Speakers of Other Languages) at Boston College, market stall engagement sessions on crime reporting and safety, and collaborations with community advocates. Highlights include the “We Thrive Together” event for diverse communities and successful outreach to the Romanian community. A further funding bid to the Serious Violence Fund has extended the role through to March 2026.

2.6.4 **Environmental improvements** were made in Boston town centre including planters, park planting and hanging baskets in a bid to improve the scene, the feeling of safety and decrease ASB and crime. This was undertaken in partnership with local groups and North Sea Camp prison and has boosted community pride, with positive feedback from residents and stakeholders. This scheme was repeated in summer 2025.

2.6.5 To improve information sharing and advice to the community, two **interactive digital screens** were installed in Central Park and Boston Market Place. The boards are being used to communicate crime prevention advice and community safety messages to the community.

2.6.6 **CCTV** has also been improved with new cameras to cover gaps in Central Park, Wormgate, Strait Bargate and Wide Bargate. Further improvements will be made with funding from Boston Town Board to support safety and security following consultation with local people. This includes committed investment of around £150,000 to fund the installation of new and additional CCTV in Strait Bargate, Wide Bargate, and Pescod Square. The locations for the new cameras will be chosen following an independent survey and will increase the council’s existing CCTV coverage in the town centre.

2.7 **Hot Spot Policing**

2.8 In 2024-25 government provided Police and Crime Commissioners with £1m funding to deliver additional patrols in different areas of Lincolnshire which are disproportionately affected by serious violence. Boston Town Centre was one of the identified areas. The premise behind hot spot patrolling is the visibility and intention to improve feelings of safety. However, there have been a number of outputs from the scheme in Lincolnshire including 6000 additional patrolling hours, 169 stop & searches, ASB powers used 72 times and 116 arrests. The patrols have been well

received by local communities with positive comments on social media about their presence. A further £1m has been provided to continue the patrols in 2025-26.

2.9 **Annual and ad-hoc Community Safety Campaigns**

2.9.1 The partnership has supported a number of annual awareness campaigns including Anti-Social Behaviour, Hate Crime and Scam Awareness weeks and the White Ribbon Day; an annual day to end violence against women which marks the start of the 16 days of action against domestic violence. Several other campaigns have been shared via social media channels throughout the year including Friends Against Scams, Crimestoppers, Action Fraud and TV Licencing scams.

2.10 **Domestic Abuse Officers**

2.10.1 Three Domestic Abuse officers have continued to provide extensive support to staff across the SELCP through training and awareness raising. Training was delivered by the Lincolnshire Specialist Domestic Abuse Service (LDASS) covering access to support for victims/survivors, training for professionals to become DA Champions, and engagement with Eastern European communities. Haven Domestic Abuse Service (previously Boston Women's Aid/SoLDAS) shared updates on their impactful work in Boston and South Holland. Several awareness updates have been shared with staff including:

- **Controlling & Coercive Behaviour**: Highlighting non-physical abuse, sharing resources and legal context (criminalised under the Serious Crime Act 2015).
- **Male Victims Awareness Day** (7 Nov 2024): Promoted support resources.
- **Older Victims of DA**: To raise awareness of the unique challenges faced by older women, including prolonged abuse and differing responses from agencies. An article was shared on the hidden issue of older women killed by male relatives and available support services.

3. Anti-Social Behaviour, Public Spaces Protection Order & Noxious Odours

3.1. Information on enforcement action taken to tackle ASB in Boston Borough, including that taken in relation to the PSPO (restricting alcohol consumption) and Noxious Odours is included in Appendix 3.

3.2. Of particular note is the much higher number of enforcement actions taken in relation to the PSPO area restricting alcohol consumption. This is attributable to the Community Rangers who were patrolling the area and enforcing the restrictions in place between April 2024 and March 2025.

4. CCTV Report 2024-2025

4.1. This is an examination of data collected by the CCTV department for the areas of Boston Borough Council, East Lindsey District Council and South Holland District Council. North Kesteven data is included for the area of Sleaford. This data is collected and studied to better understand the performance and achievements of

the CCTV control room in Boston. The full report is included in Appendix 4. There have been some minor amendments to the CCTV policy which is also included in Appendix 5 (the revised aspects are in blue).

5. Safer Lincolnshire Partnership (SLP)

5.1. The SLP is the single multi-agency forum for addressing community safety issues across Lincolnshire. The SLP's vision is to create a safer Lincolnshire by preventing and tackling crime, and the factors that drive it. By working together, the SLP will develop effective, sustainable solutions to local concerns, improve confidence and build stronger communities to be safe and feel safe.

5.2. Boston Borough Council, East Lindsey District Council and South Holland District Council are all statutory members of the SLP. The SELCP is represented at the SLP Strategy Board and is committed to the delivery of the SLP Strategic Priorities through participation in relevant meetings and project groups.

5.3. The SLP Strategy for 2025-2028 is included in Appendix 6. This summarises the local context in relation to crime, disorder and ASB, it sets out the vision and approach that the SLP intends to take in delivery of the statutory duties and identifies how they will ensure that all key partners come together to address the identified issues. The SLP's approach has changed and is now project-based rather than delivered through Core Priority Groups. All projects will be underpinned by regular data analysis. The aim of this approach is to ensure that the activity is targeted to where it is needed most.

5.4. The SLP held its Annual General Meeting (AGM) on 11th July 2025, this annual event provides an opportunity for partners and the public to hear about the work that the SLP has delivered over the last year.

6. Conclusion

6.1. This report has outlined the community safety partnership arrangements at both a county and local level. It provides an update on the activity undertaken by the SELCSP during 2024-2025 including enforcement data in respect of ASB, the PSPO (alcohol restrictions) and the Noxious Odours Procedure. The current local and county strategies are provided which outline the areas of focus and ways of working for 2025 to 2028.

Implications

South and East Lincolnshire Councils Partnership

None

Corporate Priorities

The area of work detailed in this report supports the following corporate priorities:
Safe and Resilient Communities - work with partners to help reduce domestic abuse and the fear of crime; ensure licensing policies support crime reduction; work with the local

community to support community cohesion. More specifically for Boston the priority to ensure local resources are targeted towards community safety.

Staffing

Current staffing resource across the partnership will support the delivery of community safety activity. Some roles that support community safety work are funded through external grants and exit management arrangements will need to be put in place towards the end of the funding period.

Workforce Capacity Implications

None

Constitutional and Legal Implications

The statutory duties required of CSPs, as set out in the Crime & Disorder Act 1998, are met through working with the county Safer Lincolnshire Partnership which works as a combined area for Lincolnshire. We also meet these through our own local South and East Lincolnshire CSP membership.

Data Protection

Data Protection will be dealt with under the partnership's information sharing agreements and arrangements.

Financial

None

Risk Management

All risks will be managed as part of the strategy and action plan development as appropriate. At a county level the Safer Lincolnshire Partnership Strategy Board maintains a risk register.

Stakeholder / Consultation / Timescales

Consultation has been undertaken with the Community Safety Portfolio Holder for Boston Borough Council and with key officers across the S&ELCP (Corporate Management and Service Managers).

Reputation

It is important that the councils demonstrate their commitment to dealing with community safety issues and respond to local concerns. The Community Safety Strategy will have a positive impact on the reputation of the S&ELCP as it shows our dedication to improving the safety and wellbeing of our local communities.

Contracts

None

Crime and Disorder

The Councils have a duty under section 17 of the Crime and Disorder Act 1998 to take steps to reasonably prevent crime and disorder in the district. Changes to this legislation were brought in through the Police and Justice Act 2006, with subsequent regulations coming into force in 2007. The regulations set out the minimum requirements for partnership working to ensure effective practice and that all partnerships deliver to a common standard. This report provides evidence of compliance with the Acts and the regulations.

Equality and Diversity / Human Rights / Safeguarding

There are no direct implications from this report. It should be noted that CCTV surveillance techniques and investigations need to consider Article 8 of the Human Rights Act, which covers right to privacy. This is also subject to regulation under RIPA and CCTV Codes of Practice.

Health and Wellbeing

Work carried out to reduce crime and disorder within the borough and to support those that are affected helps to improve the health and wellbeing of those residents.

Climate Change and Environment Impact Assessment

None

Acronyms

AGM – Annual General Meeting
ASB - Anti-Social Behaviour
CCTV - Closed Circuit Television
CSP - Community Safety Partnership
DA – Domestic Abuse
DARDRs – Domestic Abuse Related Death Reviews
ESOL - English for Speakers of Other Languages
LDASS - Lincolnshire Specialist Domestic Abuse Service
PSPO – Public Spaces Protection Order
RIPA – Regulation of Investigatory Powers Act
SELCSP - South and East Lincolnshire Community Safety Partnership
S&ELCP - South and East Lincolnshire Councils Partnership
SLP - Safer Lincolnshire Partnership

Appendices

Appendix 1	South and East Lincolnshire Community Safety Strategy 2025-28
Appendix 2	Community Safety Strategy Action Plan 2024-25
Appendix 3	Enforcement action taken by Boston Borough Council to address Anti-Social Behaviour
Appendix 4	CCTV Service – Annual Statistical Report 2024-25
Appendix 5	Boston Borough Council CCTV Policy
Appendix 6	Safer Lincolnshire Partnership Strategy 2025-28

Background Papers

None

Chronological History of this Report

A report on this item has not been previously considered by a Council body.

Report Approval

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Appendix one

South & East Lincolnshire Community Safety Strategy

April 2025 to March 2028

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Introduction

Community Safety Partnerships (CSPs) were introduced by the Crime and Disorder Act 1998, which places a statutory duty on responsible authorities to work together to reduce crime and disorder.

The South and East Lincolnshire Community Safety Partnership (SELCSP) is an informally merged partnership covering the Lincolnshire districts of Boston Borough, East Lindsey, and South Holland. The SELCSP comprises statutory agencies and representatives from supporting organisations.

At a county level, the Safer Lincolnshire Partnership (SLP) is the informally merged partnership for Lincolnshire. It is responsible with the SELCSP for meeting the statutory duties required of CSPs. This includes the preparation and implementation of a strategy to tackle crime, disorder and anti-social behaviour in local communities.

This strategy sets out the areas of focus for the SELCSP over next three years. However, it will be reviewed annually to ensure it remains current and achievable.

The South & East Lincolnshire Community Safety Partnership's vision:

"We will combine our knowledge, powers and expertise to reduce anti-social behaviour, crime, and the fear of crime in South and East Lincolnshire, to ensure that the area remains one of the safest places to live, work and visit"

Delivering a safer South & East Lincolnshire

All partners of the SELCSP are actively working to reduce crime and anti-social behaviour as part of their core business. We use the technology, resources, tools and powers available to us to keep our communities safe.

CCTV

- Monitoring of public spaces.
- Operational 24 hours a day, 365 days a year.
- 955 incidents witnessed by CCTV operators in 2023-2024.
- 383 live arrests that CCTV operators contributed to in 2023-2024.

Public Spaces Protection Orders (PSPOs)

- Ensuring public spaces can be enjoyed free from Anti-Social Behaviour (ASB).
- In specific areas across the partnership to address issues such as alcohol-related ASB, control of dogs, littering and spitting.
- Incremental approach used to tackle persistent offenders.

Prevent

- Identifying and supporting people who may be at risk of radicalisation.
- Helping communities to identify and challenge violent extremism appropriately.

Communication and Engagement

- Quarterly police priority setting incorporating the views of the public.
- Routine crime prevention and safety messages throughout the year.

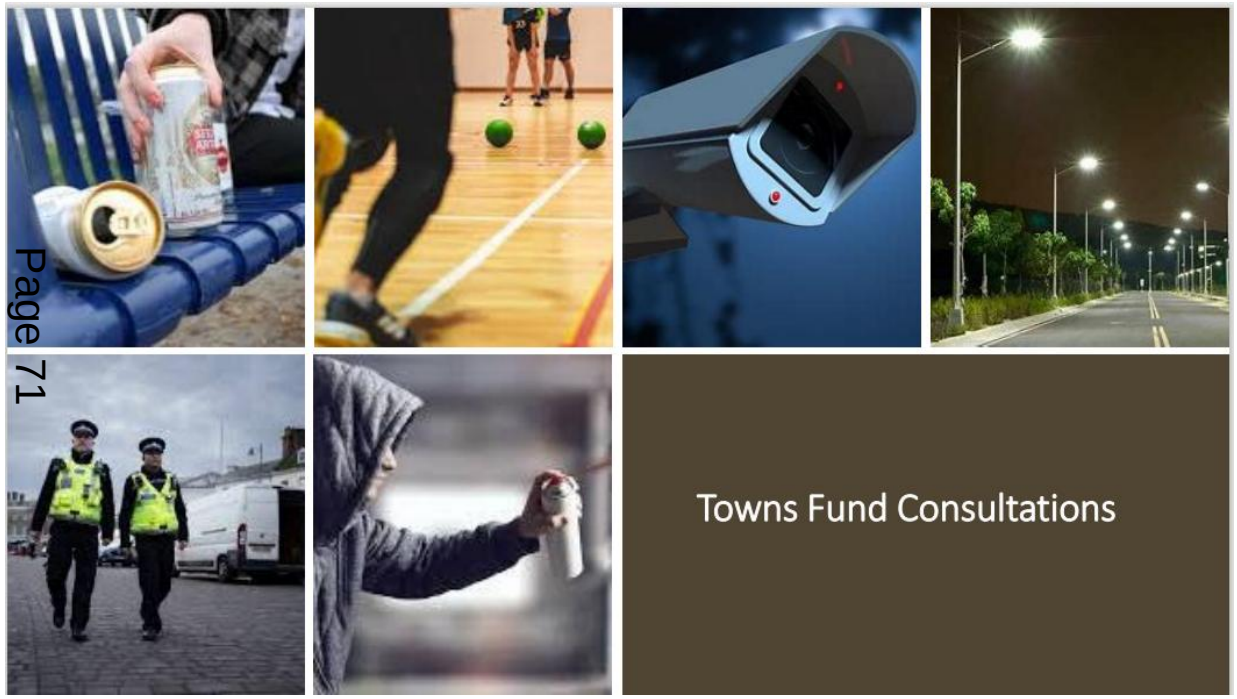
Public Consultation

Each year the Police and Crime Commissioner for Lincolnshire engages and consults with residents on crime and policing. Below are some of the findings from the 2024 survey.

- At least half of participating residents in Boston (62%) South Holland (60%) and East Lindsey (50%) said that their quality life is affected by fear of crime, giving a score of 5 or more on a scale of 1 to 10 (with 1 being not at all affected and 10 being severely affected).
- Respondents with a disability, who are 'non-white', and/or unemployed are much more likely than average to be fearful.
- Half of respondents in Boston indicated that they had experienced a crime or incident in the previous 12 months, this was closely followed by respondents in South Holland (47%) and East Lindsey (43%).
- The crimes which respondents were 'very worried' about are being a victim of are identify theft, online/cyber crime and having their home broken into and something stolen.
- From a list of options, 'drug use and dealing' was selected as the top priority that respondents would like to see prioritised for attention in their local area.

Source: Lincolnshire Crime & Policing Survey 2024

What You Said



Consultations in Boston, Skegness and Spalding identified similar themes that people want to see or are concerned about in these towns:

- Residents would like more police presence and better law enforcement.
- Residents are concerned about Anti-Social Behaviour and excessive use of alcohol and/or drug taking.
- Residents want more CCTV and more activities for young people to relieve boredom and encourage healthier behaviours.

Source: Town Board consultations prepared by The Engaging People Company

Areas of focus

Using the outcome of the consultations along with data from various sources including Lincolnshire Police, local health profiles and the county Strategic Needs Assessment, the SELCSP were able to identify specific areas of focus for the three-year period April 2025 to March 2028. These will be reviewed annually to ensure they remain appropriate.

1. Tackle Anti-Social Behaviour in our communities with a focus on neighbour disputes.
2. Develop our understanding about fear of crime and perceptions to identify underlying causes.
3. Work with the SLP to support a place-based approach to project delivery.
4. Encourage people to report issues that they see within local communities to build intelligence.

The CSP also aims to improve links with the Town Boards across the partnership area and keep a watching brief on priorities identified through the quarterly Neighbourhood Policing priority setting process.

Anti-Social Behaviour

Tackling ASB is a core role for the partnership. Dedicated Council Community Safety Teams and Neighbourhood Policing Teams work together with other agencies such as Registered Social Landlords to address issues.

Over 5,400 incidents of ASB were reported to Lincolnshire Police alone across the partnership area in 2023-24.

We are part of the Lincolnshire ASB Partnership, working with agencies to tackle ASB through countywide policies and procedures and sharing best practice.

ASB is consistently identified by our communities as a priority area at quarterly policing priority setting.

We address high risk and complex ASB cases through multi-agency meetings called Anti-Social Behaviour Risk Assessment Conferences (ASBRACs).

The district councils coordinate the Anti-Social Behaviour Case Review, which gives victims the right to request a formal review of their ASB case where the local threshold is met.

Inconsiderate Behaviour and nuisance neighbours are the two biggest categories of ASB across the partnership.

We will examine the processes and tools currently used for dealing with neighbour disputes alongside best practice to assess whether there are areas of improvement to prevent situations from escalating and to effectively manage people's expectations.

Fear of Crime & Perceptions

Feeling unsafe is a common theme in recent surveys and consultations, particularly in town centres where there is a ‘no go’ feeling reported by some residents.

The impact of fear of crime on people’s quality of life has increased across the partnership area over the last year.

This is concerning, particularly as there has been increased visible patrolling in specific hot-spot areas across the partnership area during the same period. In addition, recorded crime and ASB is lower than pre-pandemic levels.

The SELCSP is keen to develop its understanding of negative perceptions about crime and the associated fear, to identify if there are any actions that can be taken to provide reassurance and increase feeling of safety within our local communities.

Placed-based approach

The SLP undertook a Strategic Needs Assessment in 2024 to feed into their priority setting process in early 2025. As a result, the SLP will be moving to a **project-based approach** with these projects being distributed across the county. Projects will be:

- Aligned to the statutory duties
- Aligned to the SLP's principles of working
- Based on findings from the Strategic Needs Assessment
- Time limited and changeable to allow responsiveness to emerging trends

The SELCSP is committed to supporting the SLP with this approach, working in partnership on shared objectives.

The SLP's Vision

To create a safe Lincolnshire by preventing and tackling crime, and the factors that drive it. By working together, we will develop effective, sustainable solutions to local concerns, improve confidence and build stronger communities to be safe and feel safe.

Safer Lincolnshire Partnership

Encouraging reporting of crime & ASB

Crime and ASB incidents can have a huge impact on individuals in varying ways. People do not have to be a direct victim to be affected, for example witnessing ASB associated with drinking in public, or seeing an act of vandalism take place can affect feelings of safety.

You may be tempted to turn a blind eye or wonder what reporting these issues will achieve. You may turn to social media to report it on community groups instead, which are not a formal reporting mechanism.

However, we need to know what is happening in our local communities and encourage you to report all incidents that you are a victim of, or a witness to. See page 11 for details of how to report.

Reasons why we encourage reporting

- To understand where and when issues are happening.
- To assess whether an immediate response is required.
- To help build up intelligence to plan a suitable response.
- To support the planning of policing patrols.
- To provide an evidence base to request additional resources.
- To be able to share information with partner agencies to assist in signposting people who may need additional help or support.

Whilst not all incidents need a direct response there is a need to build an evidence base for us to effectively address issues in our communities.

How you can help us

Residents play a vital role in supporting us to keep our communities safe. We need your help in meeting our vision to keep our area one of the safest places to live, work and visit. Small contributions from the public can make a huge difference overall. Please follow our suggestions below to play your part in helping us to help you.

Report crime and hate crime

- Report a crime | Lincolnshire Police (lincs.police.uk)
- Report a hate crime - True Vision (report-it.org.uk)

Report unsafe locations

- StreetSafe | Police.uk (www.police.uk)
- Download the StreetSafe app to your smartphone via the relevant app store for your device.

Contact Crimestoppers

- Contact Crimestoppers to remain anonymous on 0800 555 111 or visit Crimestoppers (crimestoppers-uk.org)

Report anti-social behaviour

- To Lincs Police
- Boston BC
  - 01205 314318
  - Email
- East Lindsey DC
  - 01507 603095
  - Email
- South Holland DC
  - 01775 761161
  - Email

Follow Crime Prevention Advice

- Improve security on your property.
- Crime prevention advice | Lincolnshire Police (lincs.police.uk)

Volunteer

- Police support volunteer vacancies
- Join or set up a Neighbourhood Watch Group in your local area.

Have Your Say

- Contribute to the Police & Crime Commissioner's police and crime survey.
- Contribute to your local Neighbourhood Policing Team's priority setting.

List of Acronyms

ASB - Anti-Social Behaviour

ASBRAC - Anti-Social Behaviour Risk Assessment Conference

CCTV - Closed Circuit Television

CSP - Community Safety Partnership

PSPO - Public Spaces Protection Order

SELCSP - South & East Lincolnshire Community Safety Partnership

SLP - Safer Lincolnshire Partnership

Useful Websites

Amplius | (Amplius.co.uk)

Boston Borough Council (Boston.gov.uk)

Boston College UK (boston.ac.uk)

East Lindsey District Council (e-lindsey.gov.uk)

Just Lincolnshire | www.justlincolnshire.org.uk

Lincolnshire Community and Voluntary Service (lincolnshirecvs.org.uk)

Lincolnshire County Council (Lincolnshire.gov.uk)

Lincolnshire Fire and Rescue (Lincolnshire.gov.uk/Lincolnshire-fire-rescue)

Lincolnshire Housing Partnership (lincolnshirehp.com)

Lincolnshire Integrated Care Board (Lincolnshire.icb.nhs.uk)

Lincolnshire Partnership NHS Trust (lpft.nhs.uk)

Lincolnshire Police (lincs.police.uk)

Lincolnshire's Police and Crime Commissioner (lincolnshire-pcc.gov.uk)

Lincolnshire Recovery Partnership (turning-point.co.uk)

Lincolnshire Road Safety Partnership (lincolnshire.gov.uk)

North Sea Camp Prison - GOV.UK

Platform Housing Group (platformhg.com)

Probation Service - GOV.UK

Public Health – Lincolnshire County Council

Safer Lincolnshire Partnership (Lincolnshire.gov.uk/saferlincolnshirepartnership)

South Holland District Council (sholland.gov.uk)

Youth offending service – Lincolnshire County Council

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SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus		Project / Campaign	Overview	Timescales	Progress
Safer Streets & Night-Time Economy	**The Safety of Women & Girls**	Summertime Policing Plan (East Lindsey) Includes: Op Coastline Op California Op Vicinity Project lead – Insp Parsons	• Operation for Lincolnshire Police's response to NTE policing on the coast. • Includes VAWG, knife crime and recreational drug use. • Use of the drugs itemiser to detect controlled substances (users and suppliers). • Early engagement with the public and licenced premises. • Op California – to combat the use of recreational drugs. • Op Vicinity - response and investigations into reports of drink spiking in Lincolnshire.	Summer 2024	The same plan as the previous year was implemented, essentially separated out into 4 main operations, as detailed below. Plans were also put in place around specific premises that cause the most demand. **Operation Songlark** focuses on reducing caravan burglaries along the East coast. The operation is led by the Neighbourhood Policing Team supported by specialist investigation and proactive teams. **Operation California** targets the use of recreational drugs within the night-time economy in the coastal district. This initiative employs innovative tools like itemiser technology and knife arches to detect drugs and ensure public safety. **Operation Coastline** is an initiative to enhance safety in the night-time economy along the Lincolnshire coast. This operation focuses on addressing serious violent crimes, high harm assaults (GBH), knife crime, and violence against women and girls (VAWG). **Operation Atlantis** is aimed at improving coastal safety and emergency response efficiency, this operation involves collaboration with HM Coastguard, National Coastwatch Institution, RNLI, and East Lindsey District Council and in 2024 was led by Coastwatch with police supporting. It focuses on a reactive approach for locating missing persons on key beaches like Skegness Central Beach, Ingoldmells Main Beach, and Mablethorpe Promenade. **Operation Stronghold/Define**- tackles criminals travelling to and around the Coast using local policing recourse, traffic units and ANPR to locate and disrupt known offenders.
		Op Plotting Engagement Interaction Boards (Boston)	• Funding secured from SV CPG • Boards to be installed in Boston Market Place & Central Park to display public information aimed at	Commences in Q4 23/24, installation by end of Q2 24/25	The board in Central Park was installed on 5th December 2024. A comms plan has been put together to plan the messages to be displayed at different times throughout the year. Information is now being displayed and the first adverts are live.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus		Project / Campaign	Overview	Timescales	Progress
Safer Streets & Night-Time Economy	The Safety of Women & Girls	Project lead Nichola Holderness (BBC)	deterring violence and sexual offending amongst key groups and educate foreign nationals on key information, for example that carrying a weapon is against the law. • The boards will also encourage crime reporting.		Planning permission for the second board in the Market Place has been granted. There were some delays to obtaining a licence for the work to be carried out in the Market Place, however this is now in place. The second board is due to be installed by early May 2025. Update May 2025: The board has been installed and is operational.
		Op Plotting Community Rangers Boston Town Centre, Red Lion Street, Market Place, West Street & Central Park Project lead Peter Hunn (BBC)	• Funding from the SV CPG (£122,500) for two rangers, their training, uniform, and SIA accreditation. • Surveys show high levels of fear of crime in Boston. • This will introduce capable guardians into areas lacking presence and bring together a multi-agency team to work proactively and reactively to tackle the root causes of the high-harm, high-crime hot spots.	Commences in Q4 23/24, and ends 31/03/2025	The table provides a summary of activity for the Rangers since their introduction in April 2024.

Community Rangers - Monitoring Data between 1st April 2024 & 31st March 2025	Total
Number of people approached in relation to the PSPO	450
Number who complied with request for details (PSPO)	335
Number of people refusing to give details (PSPO)	94
Number of people refusing to surrender the alcohol (PSPO)	51
Number of pieces of intelligence passed to Police	15
Number of occasions involved preventing escalation	15
Number of shoplifting related incidents involved with	8
Number of CCTV related activities	27
Number of witness statements produced	2
Joint Patrols (PCSOs)	4
Joint Patrols (with Environment Team/PCSO's)	4
PSPO Bird Feeding - Education (from 06/11/24-31/12/24)	8
Total	**965**

The Rangers have also supported various events run by Boston Borough Council (e.g. the Ska & Reggae Festival) and operations such as Op Continents (a dedicated operation to tackle prolific shoplifters), and Op

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus		Project / Campaign	Overview	Timescales	Progress
Safer Streets & Night-Time Economy					Absence (a specialist task force on the lookout for children not at school or an education setting). During November and December 2024 the Rangers helped to educate the public about the new PSPO in respect of wild bird feeding controls in designated areas of Boston Town Centre. In March 2025 the Boston Town Board announced significant investment to support safety and security following consultation with local people. This includes development of the Community Rangers scheme to provide Community Safety Officers to engage with people and businesses in the town to provide assurance around safety and security. The officers will be employed by Boston Borough Council.
		Op Plotting Environmental Changes (Boston) Project lead – Nichola Holderness (BBC)	• Funding from the SV CPG. • Aims to improve the scene, the feeling of safety and decrease ASB and crime. • Community outreach programme (HMP North Sea Camp) reinstated. Focused contribution to the local community.	Commences in Q3 23/24	Project complete. 80 hanging baskets and eight planters, put together by North Sea camp, were placed in Boston Town Centre. Eight of the hanging baskets were placed on the Municipal Buildings. Positive feedback received from the local community about the planters and how good they looked.
	The Safety of Wome	**Op Plotting** Research (Boston) Project lead – Insp. Ian Cotton	• Funding secured from SV CPG • Research will review existing engagement methods and evaluate their usefulness and strength to identify best options for the diverse community as well as looking	Q4 2023-24 Completion by 31st March 2024	The successful collaboration with the University of Lincoln is on-going, with them helping to set up residents' groups within the community, conducting focus groups, and seeking valuable funding for environmental improvement grants in hotspot areas such as West Street.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus		Project / Campaign	Overview	Timescales	Progress
	n & Girls		more broadly at successful engagement approaches.		
Safer Streets & Night-time Economy	**The Safety of Women & Girls**	**Op Plotting** Community Engagement Officer (Boston) Project lead – Nichola Holderness (BBC)	• Funding secured from the SV CPG (£37,500) • The Community Engagement Officer will work across BBC & Lincs Police, and work alongside the Police Community Cohesion Officer. • The role will help minority communities (in particular) understand UK customs and law through a targeted engagement programme.	Commences in Q4 23/24, and ends 31/03/2025	The Community Engagement Officer has undertaken a range of initiatives and engagement sessions including: • Boston College and ESOL Students: aims to inspire students from diverse backgrounds to embrace the English language and local culture, fostering understanding and inclusivity. • Market Stall Engagement with PCSOs, highlighting the importance of crime reporting. • Engagement with Boston College: a series of 4–5 sessions starting in January 2025. Planned themes include: Personal and neighbourhood policing experiences, Community safety discussion with PCSOs, Community development insights with Tonic Health and youth projects. • 22nd May: Exploring volunteering opportunities. • Links with Romanian community advocate, who offered to share educational content and event details with the Romanian community via social media. • Raised awareness about StreetSafe, for reporting unsafe areas. • Domestic Abuse - Building new connections and address systemic challenges in supporting domestic abuse victims. • 'We Thrive Together' event held on 13th December 2024 in collaboration with Volunteer Coordinator (council) and Customer Engagement Officer (Platform Housing) to host a community engagement event, focusing on Romanian, Bulgarian, Polish, English, and Lithuanian communities.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus	Project / Campaign	Overview	Timescales	Progress
				A bid submitted to the Serious Violence Core Priority Group (for Serious Violence Fund) to extend the Community Engagement Officer post to March 2026 was successful.
	Op Plotting CCTV in Hotspot areas (Boston) Lead – Andrew Haw (BBC)	• 5 new cameras are needed to cover gaps in Central Park/Red Lion Street/West St. • Aims to identify crime/ASB suspects; intervene earlier via proactive monitoring; increase public feelings of safety, protect people from sexual offences, undertake intel-led stop checks.	Commences in Q1 24/25 with intended completion date by 31/03/2025	Gaps in CCTV coverage have been addressed with the installation of new cameras in Central Park, Wormgate, Strait Bargate and Wide Bargate. The Boston Town Board have outlined significant investment to support safety and security following consultation with local people. This includes committed investment of around £150,000 to fund the installation of new and additional CCTV in Strait Bargate, Wide Bargate, and Pescod Square. The exact locations for the new cameras will be chosen following an independent survey and will increase the Council's existing CCTV coverage and monitoring capacity in the town.
	Purple Flag aspirations	• Working towards the elements that form Purple Flag.	2024-2025 & ongoing	A position statement was discussed at the October 2024 meeting. All agreed that whilst the CSP is supportive of the scheme it does not feel best placed to lead on this piece of work given the wider economic development aspect. The Towns Boards have been identified as a potential driver and will be approached to take the lead.
The Safety of Women & Girls	White Ribbon Day/16 days of action	• Annual day to end violence against women. Marks the start of the 16 days of action against domestic violence.	Nov/Dec 2024	Information was shared by the South & East Lincs Councils partnership and the White Ribbon flag was flown in South Holland and East Lindsey. Remaining white ribbons were distributed to Elected Members in Boston.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus	Project / Campaign	Overview	Timescales	Progress
Anti-Social Behaviour	Safer Streets 5 Vehicle Nuisance arising from organised car meets (East Lindsey) Project Lead – Sgt Matt Johnson, Lincs Police	• Dangerous and anti-social driving will not be tolerated. • Partners will work together to create a safe environment amongst the coastal car parks. • Explore options for reducing vehicle nuisance in identified car parks in Skegness.	By 31st March 2025	Project complete. CCTV cameras were installed in June 2024 at two locations in Princess Parade car park and one at North End Car Park. A press release was issued at the end of November 2024 publicising the enhancements being made to Seacroft Marsh in terms of fencing, gates interpretation panels and new signs. The measures aim to deter the area from being used anti-socially i.e. from quad bikes and other motorised vehicles as well as dog owners who fail to pick up after their pets.
	Public Spaces Protection Order restricting alcohol (Skegness) Project lead – Peter Hunn (BBC)	• The South & East Lincolnshire Council's Partnership are aiming to deliver a PSPO for Skegness subject to a robust evidence base and public consultation, and agreement through the democratic processes within the council.	2024-25	A piece of work was undertaken by the analysts at Lincolnshire Police to determine the evidence base for this proposal. Upon reviewing the information provided it has been agreed that there is insufficient evidence to progress adding restrictions relating to Alcohol to the existing ELDC PSPO. The figures that police have provided do not demonstrate that there is a serious issue with street drinking. There are clearly pockets of ASB because of where licensed premises are located, particularly on the coast. This is a different problem as the drink will have been purchased and likely consumed within the hostelry. Whilst it does not currently support the need for a PSPO in relation to alcohol in Skegness, the situation will continue to be monitored.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus	Project / Campaign	Overview	Timescales	Progress
	Government's Anti-Social Behaviour Action Plan	• ASB hotspot policing element in Boston, Skegness, Mablethorpe, Louth Town • Other elements TBC	2024-25	Hotspot patrols have taken place in several areas across the county. These have been well received by local communities with positive comments on social media about their presence. They have also been well received by partners undertaking the patrols. An evaluation of the scheme has been undertaken by Lincolnshire police. Government have confirmed that further funding will be provided for the hot spot policing to continue in 2025/6. The areas will be determined by ASB and Serious Violence in due course. In addition, SHDC and the Spalding Town Board have committed £40,000 to enhancing safety in Spalding town centre through a hot-spot policing programme. The funding will come from the Government's Plan for Neighbourhoods Initiative. The project, delivered in partnership with Lincolnshire Police and the Office of the Police and Crime Commissioner aims to tackle ASB and improve public confidence through additional dedicated high-visibility police patrols. This will run for a pilot period for an initial three-month period with further extension considered in due course.
	RoadHoG Bus Boston	• Mobile youth church. • Supports schools to deliver RE & Citizenship lessons. • Creates a safe space	2024-25	The roadHoG bus had its first ever evening visit in Central Park, Boston with support from Lincolnshire Police & Boston Borough Council. They welcomed 31 young people onto the bus. Feedback was very positive. Further stops are planned. The roadHoG bus continues to provide a safe space for young people in school years 6-11 in Boston town centre and the surrounding villages.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus	Project / Campaign	Overview	Timescales	Progress
Hate Crime	Partnership working to tackle Hate Crime and Hate Incidents across Lincolnshire. Lead – Det. C/I James Hoyes	• Initial meeting held on 14th May 2024. • High level actions identified. • Further partners to be engaged. • Improved data to be provided to districts.	2024-25	- Discussions have taken place at county level led by the force Hate Crime lead. They have focussed on increasing reporting, improving data quality and the potential to introduce a risk assessment for hate crime victims. - The South & East Council's Partnership raised awareness of hate crime and how to report it during Hate Crime Awareness week (12th to 19th October 2024). - District Community Safety leads have worked together to refresh the countywide Hate Crime Strategy for the period 2025-28.
Vulnerability & Safeguarding	Supporting the County Fraud Group in raising awareness	• Support the county Fraud CPG in achieving the aim of tackling digitally enabled fraud & ID theft.	2024-25	Various campaigns and initiatives have been supported during 2024/25: • Awareness raising of the 'Friends Against Scams' training has been undertaken with staff, Elected Members and the public through the South and East Lincolnshire Councils Partnership. • Crimestoppers campaign shared relating to energy theft. • Supported 'Scam Awareness Week' (21st to 27th October 2024). The theme was 'It pays to stay scam aware' with a focus on financial scams. Shared across social media and staff within the South & East Lincolnshire Councils Partnership. • Supported Action Fraud's campaign '12 Frauds of Christmas' highlighting 12 fraud types to look out for. • Promoted Citizens Advice's scams awareness shopping scams 26th December 2024 – 1st January 2025. • Promotion of the 'Stop, Check, Ask' Toolkit which aims to protect TV Licensing customers from being scammed.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Area(s) of Focus	Project / Campaign	Overview	Timescales	Progress
	County lines/Cuckooing awareness raising.	• Raising awareness across the partnership.	2024-25	• Training provided to SELCP staff in December 2023. • A presentation was given by Lincolnshire Police at the June 2024 meeting of the South & East Lincs CSP. • A briefing paper on Cuckooing (prepared by Lincs County Council) was also distributed to all Elected Members across the South & East Lincs Councils Partnership and to Service Managers to distribute to frontline staff.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

	Domestic Abuse Officers across SELCP (Partnership-wide)	• DA Officers support staff in identifying Domestic Abuse and undertaking the necessary steps to safeguard and support victims. • Supporting the DA Partnership in achieving its aims.	2024-25	The SELCP Domestic Abuse Officers have supported staff across the South and East Lincolnshire Councils Partnership in a range of ways over the last year including: • Training for staff on the support services available for victims of Domestic Abuse. The training was delivered by LDASS (Lincolnshire Specialist Domestic Abuse Service) and covered: - How victim / survivors can access support - Training professionals who want to be DA Champions - Links with Eastern European Communities. - SOLDAS (Formerly Boston Women's Aid) talked about the excellent work they are doing across Boston and South Holland. The DA Officers have raised awareness about a range of topics during the year including: - Controlling & Coercive behaviour to highlight that abuse is not always physical. Resources were shared to provide staff with up-to-date information about this type of abuse which became a criminal offence as part of the Serious Crime Act 2015 and came into force on 29th December 2015. - Male Victims of Domestic Abuse Awareness Day (7th November 2024) and provided support information. - Older people – who are one group in our communities who are unseen victims of Domestic Abuse. They outlined that older women stay in abusive relationships twice as long as younger women, increasing the chances of fatal violence. They also highlighted that once a woman reaches 60, the response from agencies and families to abuse is completely different. An article was shared highlighting the hidden scandal of older women killed by men (husbands, sons, and grandsons) as well as details of support services.

SOUTH & EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP

Appendix 2

Community Safety Strategy – Action Plan 2024-2025 – End of year update

Annual Campaigns

The partnership also supports annual awareness campaigns including Anti-Social Behaviour Awareness week, Hate Crime Awareness week and White Ribbon Day (an annual day to end violence against women which marks the start of the 16 days of action against domestic violence).

RAG Status

	Behind Target		**On target/Ongoing**
	Complete		**Yet to commence**

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Appendix 3

Enforcement action taken by Boston Borough Council to address Anti-Social Behaviour between 1st April 2024 and 31st March 2025

Boston Borough Council's Anti-Social Behaviour Officer works in partnership with Lincolnshire Police, Housing Associations, and other agencies to tackle Anti-Social Behaviour (ASB). Officers follow the guidance set out in the Countywide Procedures for Tackling ASB in Lincolnshire, which details the tools and powers provided by the Anti-Social Behaviour, Crime and Policing Act 2014.

An incremental approach is used to encourage people to stop the ASB by offering advice and warnings before considering more formal methods. Where appropriate, people are provided with support, guidance and signposting to other organisations who may be able to help.

The process differs for adults and young people, below is an example of the approach.

Stage 1
Adults and Under 18s: Advice letter (for under 18s a letter is also sent to the parent/guardian).

Stage 2
Adults and Under 18s: Warning letter (for under 18s a letter is also sent to the parent/guardian).

Stage 3
Adults: Community Protection Notice Warning (CPNW)
Under 18s: Acceptable Behaviour Agreement (ABA)

Stage 4 (formal action)
Adults: Community Protection Notice (CPN)
Under 18s: Civil Injunction

Stages 1-4 for adults also applies to the Noxious Odour Procedure and the Public Spaces Protection Order (PSPO) in Boston which restricts the consumption of alcohol within a specified area. In addition, Fixed Penalty Notices (FPNs) can be issued for breaching the PSPO (i.e., if an individual refuses a request from an authorised officer to desist from drinking alcohol within the designated area or refuses to leave the area).

Enforcement Data – Anti-Social Behaviour

The table below shows the type of enforcement action used in Boston Borough to tackle ASB between 1st April 2024 and 31st March 2025, with comparisons to the previous three financial years.

Anti-Social Behaviour - action taken between 1st April 2024 and 31st March 2025

Year	Stage 1 - Advice	Stage 2 - Warning	Acceptable Behaviour Agreement (ABA)	Community Protection Notice Warning (CPNW)	Community Protection Notice (CPN)	Civil Injunction
2024-25	53	18	11	1	1	0
2023-24	45	8	2	3	0	0
2022-23	85	11	6	0	0	0
2021-22	78	28	8	0	0	0

Of the 53 Stage 1 letters issued, 48 were issued to young people and five to adults. 29 of the Stage 1 letters were issued for 'Trespass', 19 for 'Inconsiderate Behaviour', two for 'Shouting & Swearing', one for 'Animal related', one for 'Drunken Behaviour' and one for 'Vehicle Nuisance'.

Of the 18 Stage 2 letters issued, 17 were issued to young people and one to an adult. Fifteen letters were issued for 'Inconsiderate Behaviour' and three for 'Inappropriate use of fireworks'.

Enforcement Data – Noxious Odour Procedure

The Noxious Odour Procedure aims to address reports of noxious fumes, linked to drug odour, which affects the quality of life of individuals in the community. The process is incremental, starting with advice and warning letters then moving to a Community Protection Notice Warning and full Notice if the problem persists and can be evidenced.

The table below shows the number of enforcement actions taken during April 2024 to March 2025 in Boston with a comparison to the previous year.

Noxious Odours Procedure – action taken between 1st April 2024 & 31st March 2025

Year	Stage 1 Advice	Stage 2 Warning	CPNW	CPN
2024-25	16	4	0	0
2023-24	21	8	0	0

The informal warnings have been effectivie at minimising the impact of noxious odours reported by Boston residents with no formal measures being used to-date.

Enforcement Data – Public Spaces Protection Order (PSPO)

Boston Borough Council's Public Spaces Protection Order (in relation to Alcohol) commenced on Monday 12th January 2015 and has been extended on three occasions. The PSPO will expire on 11th January 2027 unless a further extension is agreed.

The effect of the order is to restrict the consumption of alcohol within the PSPO area and to require specified things to be done by person/s consuming alcohol in that area, i.e. desist from consuming alcohol or surrender it. It is an offence not to comply with these requests made by an authorised officer.

The table below shows the type of enforcement action used in relation to the PSPO between 1st April 2024 and 31st March 2025, with comparisons to the previous three financial years.

PSPO – action taken between 1st April 2024 & 31st March 2025

Year	Stage 1	Stage 2	CPNW	CPN	FPN
2024-25	198	22	11	3	0
2023-24	48	5	2	0	0
2022-23	22	0	0	0	0
2021-22	27	4	0	1	0

The increased number of actions taken in the last financial year is directly linked to the two Community Rangers who patrolled the town centre targeting people drinking alcohol in the PSPO area, this was one of the elements of 'Operating Plotting'.

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Appendix 4

2024-25

CCTV Service
Annual Statistical Report

SOUTH HOLLAND DISTRICT COUNCIL

BOSTON BOROUGH COUNCIL

East Lindsey DISTRICT COUNCIL

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Introduction

This document provides an examination of data collected by the CCTV department for the CCTV areas within East Lindsey District Council, Boston Borough Council and South Holland District Council. This data is collected and studied to better understand the performance and achievements of the CCTV service. This report is not (nor indeed intended to be) a full picture of criminal activity within the areas it covers.

All CCTV camera areas within this report are monitored from the Boston CCTV control room. Towns and Parishes within the above districts that have alternative monitoring solutions are not included in this report. For example: the towns of Coningsby and Spilsby within the ELDC region have town centre CCTV systems that are not monitored by our control room, and therefore any incident data from those areas are not available to us.

Data for North Kesteven District Council in this report relates to the CCTV area of Sleaford which is monitored from the Boston CCTV control room.

The data presented in this report is primarily derived from the 'Viewscape' software (previously referred to as VTAS), which is utilised by the CCTV service.

Summary of Data

The data within this report relates to the period between 01/04/24 and 31/03/25. Within this time period, CCTV operators have recorded:

13,374 Administrative Daily Log entries.

The Operators 'Daily Log' is a record of routine actions, such as marking the beginning and end of a work shift, routine camera patrols, radio & telephone communications and Control Room administrative duties.

1360 Incident Records which includes...

628	East Lindsey camera area incidents
530	Boston camera area incidents
120	South Holland camera area incidents
82	North Kesteven camera area incidents.

An incident is an event or happening that deviates from the normal or expected course of events, often causing disruption, harm, or requiring attention or action. The CCTV incident log is a record of an Operator's actions and their assessment of the kind of incident they are involved with.

442 CCTV contributed arrests. This breaks down further to:

183	East Lindsey camera area arrests
208	Boston camera area arrests
28	South Holland camera area arrests
23	North Kesteven camera area arrests

A CCTV operator records police arrests for incidents that they have been involved with or arrests they have witnessed. This performs a safety function for all involved and also acts as an objective performance indicator.

514 Evidence Packages for Police / Court use. Divided by district…

136	East Lindsey area evidence packages
252	Boston area evidence packages
96	South Holland area evidence packages
30	North Kesteven area evidence packages

A CCTV evidence package as produced by our CCTV Operators consists of a written witness statement and a DVD ROM disk of CCTV footage (sealed in an evidence bag for court use). Each evidence package takes a minimum of 30 minutes to produce but may take longer depending upon the complexity and volume of the footage. Flash drives or Hard Drives are sometimes used in evidential packages where bulk footage is requested.

Total Performance Data

The chart below shows a monthly breakdown of the arrests, produced evidence, image reviews and arrests logged by CCTV across all monitored districts combined. This is compared with the figures from last year (23/24) and a percentage increase / decrease shown. The table on the page following shows a breakdown of the numbers by district.

Figures are highlighted red where there is an increase in logged incidents on the previous year, green where there is a decrease and yellow where it has remained the same.

Total CCTV Performance Data 24/25 (Boston CCTV Control Room)								
Month	**Arrests**		**Evidence**		**Reviews**		**Incidents**	
April	28	**56%**	40	**3%**	57	**-16%**	110	**24%**
May	43	**5%**	50	**14%**	75	**-3%**	108	**-10%**
June	30	**-27%**	58	**87%**	98	**51%**	76	**-6%**
July	34	**-23%**	46	**5%**	69	**21%**	112	**0%**
August	45	**0%**	46	**21%**	92	**42%**	137	**13%**
September	31	**-14%**	38	**6%**	69	**-1%**	107	**10%**
October	36	**64%**	37	**32%**	86	**91%**	116	**76%**
November	48	**37%**	42	**5%**	61	**-9%**	106	**112%**
December	35	**119%**	40	**43%**	58	**-5%**	106	**74%**
January	31	**19%**	38	**15%**	63	**29%**	108	**112%**
February	36	**29%**	34	**-3%**	47	**-18%**	118	**115%**
March	45	**45%**	45	**-17%**	63	**-28%**	156	**200%**
Year Total	**442**	**15%**	**514**	**14%**	**838**	**9%**	**1360**	**42%**

Image Reviews. An image review refers to the process of a police officer or other authorised person viewing previously recorded CCTV footage in either the Boston CCTV Control Room or the CCTV Review Suites in Skegness, Mablethorpe and Spalding Police Stations to investigate a crime, anti-social behaviour, or other incidents.

District Monthly Breakdown

	Boston				East Lindsey				South Holland			
Month	Arrests	Evidence	Reviews	Incidents	Arrests	Evidence	Reviews	Incidents	Arrests	Evidence	Reviews	Incidents
April	15	21	31	45	11	8	12	55	2	11	14	8
May	21	17	33	46	16	23	29	54	1	9	10	2
June	15	37	65	29	13	14	18	35	1	5	9	7
July	17	22	38	47	10	16	17	45	5	8	14	17
August	17	25	58	46	22	12	14	76	4	9	18	8
September	12	17	35	38	16	9	14	47	0	6	8	6
October	18	21	56	50	13	8	18	52	4	6	7	12
November	18	25	38	36	25	8	11	50	5	7	10	150
December	19	15	24	37	14	9	14	49	0	13	14	12
January	12	12	29	42	15	9	12	53	2	12	16	8
February	17	16	22	50	14	10	13	46	3	5	9	10
March	27	24	38	64	14	10	11	66	1	5	8	15
Year Total	**208**	**252**	**467**	**530**	**183**	**136**	**183**	**628**	**28**	**96**	**137**	**120**

Live* Incidents: Category Breakdown

	BBC		ELDC		SHDC	
Incident Category	23-24	24-25	23-24	24-25	23-24	24-25
Alarm Activation	10	10	6	8	3	1
Alcohol	19	20	19	18	10	6
Anti-Social Behaviour	31	29	44	31	13	8
Bicycle Theft	0	1	0	1	0	0
Breach of Conditions or Ban	2	2	3	2	1	1
Burglary	8	10	26	17	3	3
Criminal Damage & Arson	12	27	17	27	8	4
Domestic Abuse	6	12	12	22	2	1
Drugs	14	17	42	13	7	1
Emergencies	1	0	0	3	1	0
Environmental Crime	3	2	6	4	0	0
Events	0	0	0	0	0	0
Fire / Ambulance / Sudden Death	8	6	12	18	2	0
Fraud	3	2	0	19	3	1
Licensing	1	1	0	0	1	0
Other Crime	8	24	5	2	4	1
Other Theft	3	4	6	3	0	0
Public Order	16	15	44	23	14	2
Robbery	6	8	8	5	0	1
Search for Person	57	122	122	175	21	43
Shoplifting	40	33	19	18	14	3
Suspicious Behaviour	6	18	17	8	3	0
Theft from the Person	2	1	3	4	2	0
Traffic Offence	26	57	60	60	17	4
Vehicle Crime	4	7	10	5	0	0
Violence and Sexual	58	69	107	82	37	34
Weapons	21	30	50	57	6	7

The table above shows the incidents monitored and logged by CCTV operators and their assessment of the incident category it relates to.

*The incidents in this section are those that were monitored live as they happened and logged by our CCTV Operators. Here we can see that some crime types (like Bicycle Theft) can be difficult for operators to spot unless the behaviour is particularly obvious. However, these incident types can be picked up at a later date by a review of recorded images.

District Locations – Top 15 Cameras

The table below shows the top 15 most active cameras in each district, as per the number of CCTV incidents logged for their usage.

Boston Borough Council		
ID	Location	Incidents
3	West Street	55
5	Market Place	53
6	Market Place	53
10	Wide Bargate	45
7	Strait Bargate	39
1	West Street	38
20	Ingram Memorial	36
23	Haven Bridge	34
8	Strait Bargate	29
21	Town Bridge	29
13	St Botolph's Bridge	25
80	Bargate Bridge	25
31	Central Park	24
19	Lister Way	23
29	Park Gate	21

East Lindsey District Council			
ID	Town	Location	Incidents
482	Skegness	North Parade	66
495	Skegness	Roman Bank	61
490	Skegness	Lumley Road	60
491	Skegness	Lumley Square	52
483	Skegness	Grand Parade	49
496	Skegness	Roman Bank	49
484	Skegness	Grand Parade	39
488	Skegness	Beresford Avenue	36
489	Skegness	Lumley Avenue	36
487	Skegness	Tower Esp Car Park	33
481	Skegness	Sunshine Play Area	24
511	Ingoldmells	Sea Lane	20
468	Mablethorpe	High Street	17
466	Mablethorpe	Main Pullover	16
498	Skegness	Bus Station	16

South Holland District Council			
ID	Town	Location	Incidents
204	Spalding	Hall Place	17
205	Spalding	Sheep Market	14
203	Spalding	Market Place	11
209	Spalding	Swan Street	11
207	Spalding	New Road	10
210	Spalding	Winfrey Avenue	10
206	Spalding	Red Lion Street	9
211	Spalding	Westlode Street	8
212	Spalding	Winsover Road	8
201	Spalding	Bridge Street	7
202	Spalding	Broad Street	5
213	Spalding	St Thomas Road	5
208	Spalding	Herring Lane	4
215	Spalding	Vine Street	2
220	Holbeach	High Street	2

Incidents are often covered by more than one camera to follow proceedings or cover the incident from multiple angles for better evidence capture. Therefore, adding up the columns will often produce a number higher than the total number of incidents logged.

Conclusions

It's encouraging to see a continued increase in the number of evidential packages produced during 2024-25. This trend is a clear indication that our upgrade strategy is delivering tangible results. Where financially viable, we've been enhancing camera installations by adding high-resolution static cameras to provide comprehensive recorded coverage, often achieving full 360-degree visibility. This significantly increases the likelihood of capturing incidents and, in turn, drives up the number of requests for evidential images.

In the past, our Image Review records too frequently included the phrase "nothing seen." Reducing this has been a long-standing goal, and we've made steady progress thanks to advances in more effective and affordable technology. Across the Partnership region, 61% of police CCTV image searches in 2024–25 resulted in evidential images—up from 58% in 2023–24 and 51% in 2022–23. While this upward trend is promising, we recognise there is still room for improvement. Where funding allows, we will continue to explore ways to push this percentage even higher.

However, this increase in evidence production does come with challenges, particularly the added pressure on CCTV staff. Each evidential package takes an average of 45 minutes to produce, which has the potential to divert resources from proactive monitoring. In practice, most Operators manage this by scheduling evidence production during quieter periods or multitasking where possible. Nonetheless, we will continue to monitor the situation closely to ensure that these higher levels of output remain sustainable with our current staffing levels.

In the meantime, we will continue to keep a dialogue with our end users to look at more efficient methods of evidence production and transfer. For the medium term, this will likely take the form of digital uploads directly to Lincolnshire Police through a digital evidence management system. Similar methods could be used internally to provide evidence to ASB Officers, Environmental Enforcement Officers or any other department with the aim of achieving prosecutions through CCTV evidence.

Appendix 5

Version 1.8

2025

Boston Borough Council

CCTV Policy

SOUTH HOLLAND DISTRICT COUNCIL

BOSTON BOROUGH COUNCIL

East Lindsey DISTRICT COUNCIL

served by One Team

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1. INTRODUCTION AND DEFINITIONS

1.1. Boston Borough Council (BBC) has installed a comprehensive public realm CCTV surveillance system which covers key public spaces, namely Boston town centre car parks, playing fields and other Council assets. In addition, the Council has installed a number of separate systems at key Council premises and on a number of its operational vehicles. The Council also provides public realm CCTV services to neighbouring authorities under individual monitoring agreements. The following CCTV systems are in use by Boston Borough Council:

- **General Public Space CCTV System** – this is the Council's main system which covers key public spaces, namely town centre areas, car parks, playing fields and other Council assets in Boston and in neighbouring authority areas. The cameras within this system are monitored in the Council's central CCTV Control Suite. Live images are visible to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **St John's Depot CCTV System** – this system provides internal and external CCTV coverage of the Council's operations depot. Live images are visible to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **Boston Crematorium CCTV System** - this system provides internal and external CCTV coverage of the Council's crematorium. Live images are visible to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **Boston Guildhall CCTV System** – this system provides internal CCTV coverage within the Council's Guildhall. Live images are visible to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **Municipal Buildings CCTV System** - this system provides internal CCTV coverage within the Council's Municipal Buildings. This system was upgraded in March 2018 to meet the security requirements of the Department of Works and Pensions who are co-located in the Council's offices. Live images are visible to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **IT Server Room CCTV System** - this system provides internal CCTV coverage within the Council's IT server room. Live images are visible

to staff on site; recorded images are accessible to duly authorised officers in accordance with this policy.

- **Operational Vehicle CCTV System** – the Council has fitted a number of its operational vehicles with CCTV cameras. Live images are visible within the vehicle; recorded images are accessible to duly authorised officers in accordance with this policy.
- **Body Worn Video Camera System** – the Council utilises Body Worn Cameras for front-line staff on occasion where conflict or personal safety issues may arise. Data gathered is in accordance with this policy and the separate Body Worn Video policy

1.2. Definitions:

"BBC"	The Council of the Borough of Boston.
"The Surveillance Area"	The areas covered by the CCTV cameras.
"Duly Authorised Officer"	The Lead Officer and other Officers duly authorised by the Policy (and where necessary, Licensed) to review recorded images captured by the relevant CCTV systems.
"CCTV Operator"	Any member of staff employed by BBC to monitor CCTV images at the Control Room.
"The Management Group"	The group comprising of members of the Senior Leadership Team (SLT) and Lead Officers (Service Managers) responsible for the services where CCTV systems are in use.
"Control Room"	The central monitoring centre operated by Boston Borough Council in Boston.
"DPA"	Data Protection Act 2018.
"RIPA"	The Regulation of Investigatory Powers Act 2000.
"Police airwaves"	The radio communication network used by the police.

1.3. The CCTV system is owned by Boston Borough Council and the control room is staffed by trained Council employees.

1.4. CCTV Volunteers may be used to extend capabilities and supplement trained Council employees. On these occasions a trained Council employee will always be in attendance to ensure operational compliance with this policy.

1.5. The CCTV Control Room will monitor and control the system for 24 hours per day, each day of the year.

1.6. In addition to BBC staff, this policy applies to the Police and other interested parties. It provides a clear statement of the purpose of the scheme and gives guidance on the operation and management of the system. This Policy applies to the operation and use of all camera systems monitored by Boston Borough Council under all of its monitoring agreements.

1.7. All recorded material is owned by Boston Borough Council and each system will be used in accordance with all prevailing statutory requirements including but not being limited to the Data Protection Act 2018, the General Data Protection Regulation, The Law Enforcement Directive (EU Data Protection Directive 2016/680), The Regulation of Investigatory Powers Act 2000 and the Protection of Freedoms Act 2012. The Council also takes proper regard to the Surveillance Camera Code of Practice issued by the Surveillance Camera Commissioner.

2. PURPOSE

2.1. The primary objectives of the Council's CCTV systems (and those monitored by the Council under its various agreements) are to provide a safe environment for the benefit of those who live, work, trade, visit, service and enjoy local facilities. Their collective purpose is to:

- **Reduce the fear of crime and provide reassurance to the public through provision of a Public Space CCTV System.**
- **Assist in the detection and prevention of crime, anti-social behaviour, and the maintenance of public order.**
- **Facilitate the apprehension and prosecution of offenders in relation to crime, public order, and anti-social behaviour.**
- **To collect and provide evidence for the purpose of criminal and civil litigation by the police or other bodies with a responsibility for enforcing law, licensing regimes and other regulatory functions.**
- **To protect Council assets, resources, staff, land and other public facilities and ensure reasonable, justified and proportionate compliance with Council Policy and Procedure.**
- **To assist in improving the environment of the area.**
- **To provide assistance to emergency services.**

2.2. The primary objectives have been drawn up by the Management Group and approved by BBC. They are based on local concerns and pressing needs

and will be reviewed at least annually by the Management Group and reported accordingly.

2.3. The CCTV systems will be primarily used for the provision of recordings for evidential purposes to the Police and other bodies who have relevant enforcement powers. Any data captured by any system may also be used for other purposes where it is reasonable, justified and proportionate to do so and where relevant authorisation exists.

2.4. This Policy will be supplemented with a separate operational procedural guide for authorised officers and system operators.

3. PRIVACY

3.1. The CCTV systems will be included in BBC's Data Protection Register and registered with the Information Commissioner and operate in accordance with all data protection requirements.

3.2. Every consideration will be given to the right of the general public to go about their daily business with minimum loss of privacy. Whilst total privacy cannot be guaranteed within a CCTV area, the cameras and their recordings will not be used to unduly monitor persons going about their lawful business. Where appropriate, cameras will be configured with 'privacy screening' preventing privacy intrusions.

3.3. Persons will only be actively monitored for any length of time if there is suspicion or knowledge that an offence may have occurred or be about to occur or where other relevant authorisation is in place, e.g., an authorisation to use Directed Covert Surveillance under RIPA. In any event, a comprehensive incident log will be recorded giving a reason for the monitoring of the individual. All operators and duly authorised officers must be able to justify their actions at all times.

3.4. CCTV Operators using and monitoring the General Public Space CCTV system must only use the cameras to view public areas and not to look into the interior of any private premises or any other area where an infringement of privacy of individuals may occur. The only exceptions to this rule are:

- If an authorised operation is mounted under the Regulation of Investigatory Powers Act
- Response to police or other relevant enforcement agencies' request for assistance following a crime being committed.
- A CCTV Operator happens to observe something which they reasonably, justifiably and proportionately believe indicates that a crime is being or is about to be committed in a non-public area.

- Any event where an Operator takes a decision positively to view a private area must be comprehensively recorded in an incident log. Operators will be required to justify their actions. Any breach of this condition of employment will result in disciplinary proceedings and may lead to the dismissal of the Operator.

3.5 Any changes to the processing of CCTV derived information, footage or stills will be assessed by the Data Protection Officer to determine if a formal Data Protection Impact Assessment (DPIA) is required (GDPR: Article 35(2))

4. LEGISLATION

4.1. The CCTV systems will be operated in accordance with all prevailing legislation and Statutory Codes of Guidance, including but not being limited to: the Human Rights Act 1998, Data Protection Act 2018, Regulation of Investigatory Powers Act 2000, Freedom of Information Act 2000, Protection of Freedoms Act 2012 and the associated Surveillance Camera Code of Practice.

4.2. Where any doubt exists about the lawful and proper use of any of the Council's CCTV Systems, the data they capture, or data gathered by way of any monitoring contract, legal advice or advice from the Surveillance Commissioner's Office will be sought.

5. THE MANAGEMENT GROUP AND CHANGES TO THE POLICY

5.1. The Management Group will oversee compliance with this policy and collectively recommend any changes necessary. **At all times the Management Group will have due regard to the 12 guiding principles set out within the Surveillance Camera Code of Practice**.

5.2. Minor and consequential changes to this policy can be made by the CCTV Manager on behalf of the Management Group. Any changes necessary will be fully documented and communicated to all relevant staff and external agencies where appropriate.

5.3. This policy is subject to version control and will be formally reviewed every three years where it will be approved by the Council's Cabinet. Any major changes necessary outside of this review will also require formal approval by the Council's Cabinet. APPENDIX 2 provides the revision history.

6. GUIDING PRINCIPLES

6.1 In accordance with the Surveillance Camera Code of Practice (2013), the following 12 guiding principles have been adopted within the Boston Borough Council CCTV system. They are:

- Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.
- The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.
- There must be as much transparency in the use of a surveillance camera system as possible, including a published contact point for access to information and complaints.
- There must be clear responsibility and accountability for all surveillance camera system activities including images and information collected, held and used.
- Clear rules, policies and procedures must be in place before a surveillance camera system is used, and these must be communicated to all who need to comply with them.
- No more images and information should be stored than that which is strictly required for the stated purpose of a surveillance camera system, and such images and information should be deleted once their purposes have been discharged.
- Access to retained images and information should be restricted and there must be clearly defined rules on who can gain access and for what purpose such access is granted; the disclosure of images and information should only take place when it is necessary for such a purpose or for law enforcement purposes.
- Surveillance camera system operators should consider any approved operational, technical and competency standards relevant to a system and its purpose and work to meet and maintain those standards.
- Surveillance camera system images and information should be subject to appropriate security measures to safeguard against unauthorised access and use.
- There should be effective review and audit mechanisms to ensure legal requirements, policies and standards are complied with in practice, and regular reports should be published.

- When the use of a surveillance camera system is in pursuit of a legitimate aim, and there is a pressing need for its use, it should be used in the most effective way to support public safety and law enforcement with the aim of processing images and information of evidential value.
- Any information used to support a surveillance camera system which compares against a reference database for matching purposes should be accurate and kept up to date.

7. RESPONSIBILITIES OF THE OWNER

7.1. The "owner" of the systems set out at section 1.1 is **Boston Borough Council, Municipal Buildings, West Street, Boston, PE21 8QR**.

7.2. Where Boston Borough Council monitors cameras 'owned' by another local authority or private operator and regardless of whether or not it is the Data Controller, the Council will apply this policy.

7.3. Spot monitoring or audits may be carried out at any time by at least two members of the Management Group. If the audit involves the duties of one member of the Group, then that member should not be part of the audit team and the other representatives should carry out the audit.

8. PUBLIC INFORMATION AND ACCOUNTABILITY

8.1. Cameras used within any of the CCTV Systems set out in section 1.1 will not be hidden.

8.2. Signs that CCTV cameras are operating will be displayed in and around surveillance areas in visible locations. There is however no requirement to place signs directly under individual cameras.

8.3. Copies of this Policy and the Council's Complaints Procedure will be made freely available.

8.4. An Annual CCTV Report will be published by the owner as set out within section 9.

9. ASSESSMENT OF THE SCHEME

9.1. The "Owner" is responsible for ensuring that the Council's CCTV Systems are evaluated at least annually.

9.2. Evaluation of the Council's **General Public Space CCTV System** will include data on the following performance indicators.

- Logged number of incidents
- Logged number of incidents involving arrests
- Number of evidential packages produced.
- Number of Image Reviews by external agencies (Police etc)

9.3 This information will be reported on an annual basis to Scrutiny, Cabinet and Council. Quarterly performance information will be amalgamated into an annual report that will also include an evaluation of the Council's other CCTV systems.

10. CONTROL ROOM STAFFING

10.1. The owner will be responsible for the selection and recruitment of all staff employed to work with the CCTV Control Room.

10.2. An effective and fair system of recruitment has been established and is maintained by the Council. Staff to be employed within the Control Room are all subject to Police standard vetting (NPPV Level 2)

10.3. All staff must undertake the necessary accredited Public Space Security Industry Authority CCTV Training and become a licensed Public Space CCTV Operative under the Security Industry Authority requirements. Training will be provided by the Council.

10.4. All employees are bound by a Confidentiality Agreement which is enforceable both during and after cessation of employment. The Council also has a comprehensive Disciplinary Policy and Staff Code of Conduct, both of which are rigorously implemented.

10.5. Staff are appropriately trained in Data Protection, Equality and Covert Surveillance in order to avoid any misappropriation of data or breach of an individual's Human Rights.

10.6. The Council has a robust staff supervision and appraisal system in place which supports compliance with all Council Policy and Procedure.

11. BREACHES OF THIS POLICY

11.1. Responsibility for dealing with any breach of this Policy rests with the appropriate member of SLT. Any breach will be addressed using the relevant Council Policy and Procedure.

11.2. Any loss or risk of loss to personal data must be reported to the statutory Data Protection Officer (DPO) as soon as practicable to allow the DPO to conduct a suitable investigation.

12. CONTROL AND OPERATION OF CAMERAS

12.1. Only staff with responsibility for **using** CCTV equipment shall access the systems operating controls (other than those under supervised training)

12.2. All use of cameras and control equipment shall be in accordance with the purposes and primary objectives of this policy.

13. ACCESS AND SECURITY OF CONTROL ROOM AND POLICE AIRWAVES

13.1. Only those individuals with a legitimate reason to do so will be allowed access to the Council's CCTV Control Room.

13.2. Public access to the Control Room or the demonstration of equipment will be allowed subject to the primary objectives of the scheme and only upon authorisation from the operational manager or their superiors. In these circumstances a log of visitors will be kept, logging the purpose of the visit, names of visitors, date and times of the control room visit.

13.3. A licensed SIA operator will be present during the operation of the monitoring equipment. If monitors are to be left unattended, the room must be secured against unauthorised entry. The operation of the monitoring equipment shall be limited to staff with the correct authorisation, training and responsibility (other than those under supervised training).

13.4. An Incident Management log shall be maintained to record operator activities and incidents witnessed. In addition, any visitor will be required to sign a Visitor Log detailing the purpose of the visit. Duty Operators will also log the times of their period of duty (shift) at the start and end of each shift.

13.5. The Incident Management log will be maintained on the basis of date and time of day throughout operations and include sufficient details of all incidents observed within the Control Room.

13.6. All systems must be fully maintained, and any faults or defects reported appropriately according to the fault reporting procedure.

13.7. The Owner will comply with the controls placed upon users of the Airwaves system. This includes holding a TEA2 sub-license and NPPV Level 2

vetting of control room staff.

14. RECORDED MATERIAL AND STILL IMAGES

14.1. All recorded material produced from the Council's CCTV systems remain the property of the Council and are protected by copyright. Recorded material is held for a maximum of 30 days unless retained for evidential or training purposes.

14.2. Recorded material shall only be used for the purposes defined in the Policy.

14.3. Access to recorded material will only take place as defined in this Policy, i.e. by duly authorised officers.

14.4. 'Quick Reviews' (less than 30 minutes of recordings from a single camera) by CCTV Operators will be logged via the CCTV log software as NVR Access. All other image reviews must be recorded in the Image Review record.

14.5. The release of recorded material to the public will only be allowed in accordance with the law. Recorded material will only be used in accordance with the primary objectives as set out in this Policy and in accordance with the Data Protection Act.

14.6. A Media Management log will be maintained giving the exact date and time of the production of each evidential package, the name of the person requesting the evidence and the reason for the request.

14.7. Evidential packages will be signed over to an Authorised Body, with no Master Copies retained by BBC. Evidential packages not collected by the requesting officer within six months will be destroyed.

14.8. Before any copies are removed from the Control Room or other location, a log of the media transaction will be recorded and signed by a duly authorised officer and the Authorised Body. By signing for the media, the Authorised Body accepts responsibility for the use, retention, secure storage and destruction of the evidential copies.

14.9. Police may apply for access in accordance with an agreement made with the owner where the Police reasonably believe that access to specific recordings is necessary for the proper investigation and detection of a particular offence or offences or for the prevention of crime and disorder.

14.10. All CCTV image reviews for the investigation of crime will be conducted by authorised Police Officers or PCSOs. CCTV Operators will not review CCTV

recordings unless specifically authorised by the Management Team. Quick reviews can be conducted by CCTV Operators under certain circumstances, such as when a timely review of recordings can help progress an ongoing live incident. A 'quick review' is defined as no more than 30 minutes of recordings from a single camera.

14.11. Evidence provided to the Police shall at no time be used by the police for anything other than the purpose specified and identified when the discs are released to them by the Control Room.

14.12. Third party access to CCTV images will be considered in accordance with the objectives of this policy. Charges will be incurred to cover operational, administration and recording media costs. Details of current charges can be found on the Boston Borough Council website.

14.13. Access to recordings may be obtained in connection with civil disputes by Court Order or be extended to lawyers acting for defendants or victims in connection with criminal or civil proceedings.

14.14. Insurance Companies may have access to recordings of incidents in connection to their enquiries (e.g. road traffic collisions). Details of current charges can be found on the Boston Borough Council website.

14.15. No other access to data will be allowed unless approved by a duly authorised officer.

14.16. Still images should not be taken as a matter of routine. The taking of each still image must be for justifiable reasons.

14.17. All still images will remain the property of the owner. A record will be kept of the reason for production of the photograph, date and time, the particulars of production, and information identifying the Control Room staff member responsible for producing the photograph.

14.18. At no time should a still image be used for anything other than the purpose specified and identified when released to the Police or other body.

14.19. Still images may be sent electronically via secure email to named officers.

15. DEALING WITH INCIDENTS

15.1. Locally agreed procedures provide for:

- Referral to Police who will respond according to local agreement.
- Compliance with local arrangements for reporting incidents or concerns.

- Compliance with local arrangements for reporting matters to emergency services.
- Referral to security staff according to local arrangements.

16. POLICE CONTACT AND USE OF THE COUNCIL'S CCTV SYSTEMS

16.1. Access to any Council CCTV recordings and the Control Room must comply with the Policy and the time and date and purpose of such access will be recorded and monitored.

16.2. All incidents and occurrences involving the Police will be recorded on the relevant CCTV System's Incident Log.

16.3. Use of any CCTV system by the Police must be in accordance with the Policy, any operations manual, and agreed protocols and should be subject to procedural safeguards and audit.

16.4. The control of cameras and their monitoring is, unless covered by RIPA or other authorisation, the responsibility of duly authorised staff only. The Police may request assistance in order to:

- Assist with the deployment of resources.
- Monitor potential public disorder or other major security situations.
- Assist in the detection of crime.
- Facilitate the apprehension and prosecution of offenders in relation to crime and public order.
- Assist with the detection of moving traffic offences where it is considered that the public safety is at risk.

16.5. In circumstances when problems are anticipated, arrangements may be made for a Police Officer to be present within the CCTV Control Centre or other CCTV system location for liaison purposes. On each occasion a record must be made in the relevant system Incident Log.

17. MAJOR INCIDENTS

17.1. Use of the Council's General Public Space CCTV System is integrated into the Council's Emergency Planning Procedures for major civil emergencies. If required, the Council's Gold or Silver Commander can authorise the deployment of a Liaison Officer from the major civil emergencies team into the CCTV Control Centre. The CCTV Operator will give assistance and

technical advice as required in all matters concerning the deployment and use of the facilities within the CCTV Control Centre.

18. COMPLAINTS

18.1. Complaints regarding any aspect of any Council CCTV system should be made through the Council's Corporate Complaints Procedure.

18.2. All investigations following a complaint will be carried out in full accordance with the policy.

19. LEAD AND DULY AUTHORISED OFFICERS

19.1. Recorded images are personal data under the Data Protection Act 2018. Boston Borough Council is the Data Controller for the purpose of the Act. The Lead Duly Authorised Officer for each system is set out at within **APPENDIX 1** and is the Information Asset Owner. Additional Duly Authorised Officers within each function are also identified within the Appendix.

19.2. In addition to staff viewing live images, duly authorised officers with reasonable, justified and proportionate grounds can view recorded images in order to undertake audit checks, system checks and checks to ensure compliance with Council Policy and Procedure.

19.3. Each Lead Officer will be responsible for maintaining and implementing appropriate Operating Protocols for their respective CCTV system and ensuring that Data Access/Incident Logs for each system are maintained. As members of the Management Group, Lead Officers will be supported by the full Management Group.

19.4. Prior to any decision to procure additional cameras or new CCTV systems, a Privacy Impact Assessment must be undertaken to inform the decision-making process.

20. APPENDIX 1: DULY AUTHORISED OFFICERS

CCTV SYSTEM	LEAD OFFICER [1]	ADDITIONAL DULY AUTHORISED OFFICERS[1]
BBC General Public Space CCTV System	CCTV Manager*	Community Safety Manager* CCTV Operators
St John's Depot CCTV System	Operations Manager	Operations Supervisors, Assistant/Relief Supervisor and Operations Administrator.
Boston Crematorium CCTV System	Principal Officer, Bereavement and Cleaning	Operations Supervisor - Bereavement and Cleansing
Boston Guildhall CCTV System	Principal Museum, Arts and Heritage Officer	Collections Officer
Municipal Buildings Customer Services CCTV System	CCTV Manager*	Community Safety Manager* CCTV Operators
IT server Room CCTV System	IT Manager	IT Senior Operations Engineers IT Projects & Development Officer
Operational Vehicles CCTV System	Operations Manager	Operations Supervisors, Assistant/Relief Supervisor and Operations Administrator

[1] For the purpose of Authorisation, officers filling any of the posts within this table in an acting, interim or seconded capacity are also designated as Authorised Officers.

*The Community Safety Manager and CCTV Manager, as Public Space SIA Licence Holders, are 'Duly Authorised' to access data held within any of the Council's CCTV Systems where it is reasonable, justified and proportionate to do so. The Assistant Director responsible for CCTV is the Council's corporate lead and duly authorised Proper Officer for CCTV and Community Safety.

21. APPENDIX 2 – POLICY REVISION HISTORY

VERSION SERIALISATION	REASON:	EFFECTIVE FROM:	AMENDED BY: POSITION AND DATE	APPROVED BY: POSITION AND DATE	PUBLISHED ON:
1.0	Full review of Policy	14 December 2015	Re-drafted by Head of Housing, Health and Community Services	Cabinet, 2 December 2015	14 December 2015
1.1	Annual Review	1 June 2017	Head of Housing, Health and Community Services	Cabinet, 17 May 2017	1 June 2017
1.2	Addition of IT Server Room CCTV System at p.4 and Addition of Lead Officer and additional Duly Authorised Officers at p16.	9 November 2017	CCTV Manager in consultation with the Head of Housing, Health and Community Services	CCTV Manager as a minor and inconsequential change to policy as per para 5.2.	9 November 2017

1.3	Addition of Assistant/Relief Supervisor and Operations Administrator at Appendix 1 in respect of St john's Depot CCTV System and Operational Vehicles CCTV System. Addition of Note[1] at Appendix 1 - [1] For the purpose of Authorisation, officers filling any of the posts within this table in an acting, interim or seconded capacity are also designated as Authorised Officers.	21 November 2017	CCTV Manager in consultation with the Head of Housing, Health and Community Services	CCTV Manager as a minor and inconsequential change to policy as per para 5.2.	21 November 2017
1.4	Annual Review	June 2018	Head of Regulatory Services	Cabinet 27 June 2018	9 July 2018
1.5	Annual Review	July 2019	Head of Regulatory Services		

1.6	Annual Review	July 2020	Head of Regulatory Services		
	No Changes for review	21/22/23			
1.7	Scheduled Review Addition of reference to Body Worn Video system (1.1) Addition in reference to use of Volunteers (1.4) Removal of reference to Geoff Moulder CCTV system (1.1 & 20) Change of review period from 1 year to 3 years (5.3) Update to References and Useful Links (22)				
1.8	Some references to Kirton removed Added definition of				

	'Quick Review' (14.4) Added clarification of responsibilities for image reviews (14.10)				

22. REFERENCES AND USEFUL LINKS

Data Protection Act, 2018

http://www.legislation.gov.uk/ukpga/2018/12/contents

Regulation of Investigatory Powers Act, 2000
http://www.legislation.gov.uk/ukpga/2000/23/contents

Protection of Freedoms Act, 2012

http://www.legislation.gov.uk/ukpga/2012/9/contents

'**Surveillance Camera Code of Practice'**, Home Office, updated 2022
https://assets.publishing.service.gov.uk/media/619b7b50e90e07044a559c9b/Surveillance_Camera_CoP_Accessible_PDF.pdf

Biometrics and Surveillance Camera Commissioner -
https://www.gov.uk/government/organisations/biometrics-and-surveillance-camera-commissioner

Safer Lincolnshire Partnership

Strategy 2025-2028

Version 0.3

Safer Lincolnshire Partnership

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Foreword

I am delighted to present the updated Safer Lincolnshire Partnership Strategy for 2025-2028. This describes how the Safer Lincolnshire Partnership has a lead role in identifying community safety priorities in Lincolnshire and how we ensure that all key partners come together to tackle these issues of most concern.

In Lincolnshire, we are privileged to live in a beautiful county filled with vibrant communities and unique heritage. However, as with any region, ensuring safety and security for all residents remains a key priority. The Safer Lincolnshire Partnership Strategy embodies our commitment to creating safer communities, fostering collaboration, and addressing the challenges we face collectively.

Through strong partnerships with local organisations, police and fire, councils, and community groups, we aim to work together to prevent crime, protect vulnerable individuals, and improve overall well-being. This strategy is not about responding to incidents; it is about creating a proactive, inclusive approach to public safety and building an environment where everyone feels protected and supported.

The strength of Lincolnshire lies in its people and their shared determination to make the county safer for all. The Safer Lincolnshire Partnership Strategy reflects our shared vision and invites every resident, partner, and stakeholder to contribute to this important goal. Together, we can foster a future where Lincolnshire thrives as a safe and welcoming place for generations to come.

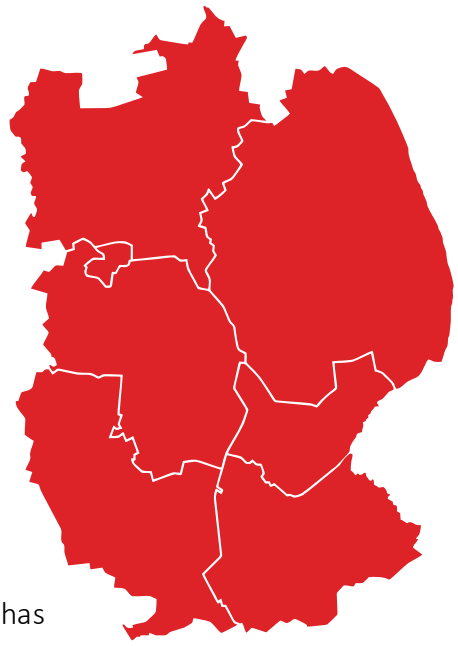
Martyn Parker

Martyn Parker
Chair of Safer Lincolnshire Partnership

Version Control

Version	Date	Amendments

Introduction to Lincolnshire



Lincolnshire is in the East Midlands region. Lincolnshire is the fourth largest county in England, covering 5,921 square kilometres. The county is classified as one of the most rural in England by the Department for Environment, Food and Rural Affairs (DEFRA). It is a two-tier authority area comprised of Lincolnshire County Council and seven districts: Boston Borough, City of Lincoln, East Lindsey, North Kesteven, South Holland, South Kesteven and West Lindsey.

Lincolnshire's population has most recently been estimated to be 769,474 (mid-2023 population estimate). It is projected to grow by 10% by 2041. Most of Lincolnshire's residents live in rural villages or small towns. The largest town is Lincoln which has a population of around 98,000 people.

There is a significant fluctuation in the population, with over 15 million visitors to the county annually, including a student population in Lincoln of around 20,000 during term time, and 4.4 million seasonally to the East Coast alone. Lincolnshire is home to a significant number of acting service personnel and armed forces veterans; as of the 2021 Census, over 45,000 armed forces veterans resided in the County.

Lincolnshire has a higher proportion of residents aged 65 and over than the national average. In 2021, the proportion of the population aged 65 years and over was recorded as 23.4%, with 30% expected to be over 65 by 2041. Nationally, the proportion of the population in the age group of 15 – 64 years is 64.1%. For Lincolnshire, this is lower at 61.0%. The remaining age group, those aged 14 and under, make up 17.4% of the population nationally. For Lincolnshire, this is again lower at 15.6%. The 2021 Census estimates Lincolnshire as having a 6.8% proportion of non-British population, compared with a national proportion of 10%. The proportion of non-British nationals in Boston Borough higher at 20.9%.

Legislative Framework

Community safety is an aspect of the quality of life of people, individually and collectively, describing how they are protected as far as possible from hazards or threats from the criminal or anti-social behaviour of others, and are equipped or helped to cope with those they do experience.

The Crime and Disorder Act (1998) made it a requirement for all local authorities to have in place a **Community Safety Partnership**. Changes to this legislation were brought in by the Police and Justice Act 2006 and subsequent regulations came in to force in 2007. The regulations set out the minimum requirements for partnership working to ensure effective practice and that all partnerships deliver to a common standard.

The Safer Lincolnshire Partnership (SLP), as the informally merged community safety partnership for Lincolnshire, has the following statutory duties:

- To prepare and implement a partnership plan that sets out a strategy for the reduction of reoffending, crime and disorder, combating substance misuse, address antisocial behaviour, understanding serious violence, community engagement and addressing the priorities identified in the strategic assessment which must be undertaken annually
- To set up protocols and systems for information sharing
- To regularly engage and consult with the public about their community safety priorities and issues
- To hold one or more public meetings during each year
- To commission Domestic Abuse Related Death Reviews (DARDR's) following notification from the Police of a domestic homicide

The Serious Violence Duty was introduced in 2022. In addition to incorporating the Crime & Disorder Act (1998), the Serious Violence Duty (2022) calls on authorities within specified geographic boundaries to work collaboratively to "prevent people from becoming involved in serious violence, both as victims and perpetrators, and reduce instances of serious violence in the area", Home Office (2022). The Serious Violence Duty guidance mandates that Lincolnshire's Serious Violence Prevention Strategy must be refreshed on an annual basis to reflect any changes in the local serious violence profile. The refreshed strategy for Lincolnshire is available via Serious Violence Prevention Strategy 2025-2028**.** The Serious Violence Duty also mandates that responsible authorities must convene meetings to oversee and monitor delivery of the Serious Violence duty. SLP's Strategy Board functions as this formal meeting.

The **Victim and Prisoners Act received Royal Assent** on 24 May 2024 (Victims and Prisoners Act 2024: Implementation of the duty to collaborate) , but individual measures within the Act will not come into force until the Government specifically commences them. However, noting the duty could commence from Spring 2026. The duty to collaborate under the Victims and Prisoners Act 2024 will require local policing bodies, local authorities and ICBs to collaborate in the commissioning of community support services in England for victims of domestic abuse, sexual abuse, and serious violence.

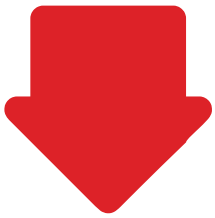
The Counter-Terrorism and Security Act 2015 (Section 19) places a duty on specified authorities to have 'due regard to the need to prevent people from being drawn into terrorism'. It has been agreed locally that **PREVENT** will fall under the governance of the SLP to provide county wide assurance and escalation mechanisms. PREVENT is part of the UK Government's Counter Terrorism Strategy and its aim is to stop people being drawn towards terrorism or supporting terrorism. This involves supporting individuals who may be susceptible to extreme ideologies and re-directing them as opposed to criminalising them. PREVENT training aims to give frontline staff, community workers and key people in the community an understanding of PREVENT, how it works and crucially, how important their role is within the strategy.

Vision

To create a safer Lincolnshire by preventing and tackling crime, and the factors that drive it. By working together, we will develop effective, sustainable solutions to local concerns, improve confidence and build stronger communities to be safe and feel safe.

Aims

The Safer Lincolnshire Partnership is the single multi-agency forum for addressing community safety issues across Lincolnshire. The Safer Lincolnshire Partnership aims to:

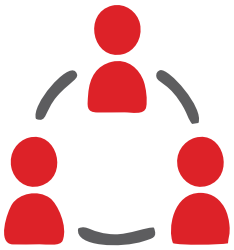


Reduce crime and disorder and increase the safety of individuals and communities across Lincolnshire

Ensure those living, working or visiting Lincolnshire feel safe and are equipped to cope with any hazards or threats they may encounter

Improve communication, coordination and cooperation between agencies allowing them to work together more efficiently and effectively

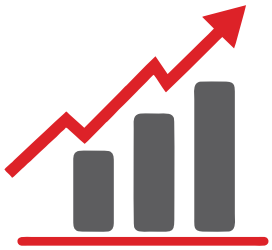
Underpinning Principles of Working



We will utilise a collaborative approach to achieve our shared vision, including the statutory and voluntary sector

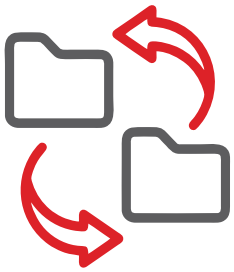
We will focus on prevention and early intervention

We will use a robust evidence base to ensure that we are making effective and efficient use of our shared resources



We will actively make use of data and analysis to inform a whole system approach

We will robustly manage and monitor our performance



We are committed to the consistent use of a shared case management system

We are committed to continued learning and development

We will seek and respond to the voices of members of our community and actively involve them in projects

Membership

The Safer Lincolnshire Partnership is constituted of a large number of organisations and experts across the county including the following key agencies:

- Boston Borough Council
- City of Lincoln Council
- Crown Prosecution Service
- East Lindsey District Council
- Future4Me/Youth Justice Service
- HM Courts Services
- HM/YOI Prison Lincoln
- HM Prison North Sea Camp
- Lincoln University
- Lincolnshire County Council
- Lincolnshire Fire and Rescue
- Lincolnshire Integrated Care Board
- Lincolnshire Partnership NHS Foundation Trust
- Lincolnshire Police
- Lincolnshire Police and Crime Commissioner
- Lincolnshire Public Health
- Lincolnshire Probation Service
- North Kesteven District Council
- South Holland District Council
- South Kesteven District Council
- West Lindsey District Council

Lincolnshire's Police and Crime Commissioner is not a statutory member of SLP but does provide funding to help the partnership achieve its objectives and those in the Commissioner's Police and Crime Plan. It is required that the SLP and Office of the Police and Crime Commissioner have due regard to the priorities in each of their plans. The Police and Crime Commissioner can also meet with the SLP and request reports on significant crime and disorder issues. More information about the working relationship between Community Safety Partnerships and the Police Crime Commissioner can be found here.

The Safer Lincolnshire Partnership engages with a variety of other specialist organisations to meet its statutory duties. For example, service providers and specialists within the health and the voluntary sector. One of the SLP's principles is to actively engage and collaborate with the community and voluntary sector.

The key component to the success of the SLP is through working in partnership with all agencies and communities within Lincolnshire. Every partner has a vital role in driving the strategy forward and making a real difference to the community of Lincolnshire, in relation to crime, disorder and antisocial behaviour.

Needs Assessment and Gap Analysis

An extensive strategic needs assessment (SNA) has been undertaken to inform the Community Safety Strategy for Lincolnshire; including analysis of demand, prevalence and performance data. It also incorporates findings from stakeholder engagement with partners in the county and community engagement through questionnaires and surveys. Furthermore, the needs assessment provided an overview of current trends in relation to crime and disorder in Lincolnshire and contextual information to assist with understanding possible drivers for changes in trends and themes. The findings of the strategic assessment underpin this strategy and form the basis for action over the next 3 years.

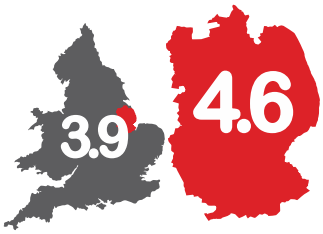
On the whole Lincolnshire is a relatively safe county to live and work in. The Crime rates overall are below the national average at 70.7 crimes per 1,000 population compared to 87.9 crimes per 1,000 population nationally. Out of 42 police force areas, Lincolnshire has the 12th lowest crime rate in England and Wales. Source Crime in England and Wales: Police Force Area data tables- Office for National Statistics.

In 2023/2024 Lincolnshire saw falls in acquisitive crimes including burglary and vehicle theft. There has been a general decline in the number of crimes involving young adults as both victims and as suspects/offenders.

This is the local needs profile “as at” December 2024.

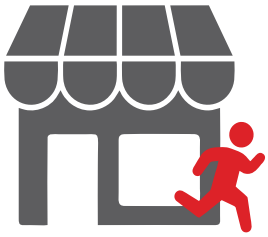
Overarching rates of crime, disorder and reoffending

Reoffending rates are beginning to rise again after falling over the pandemic. More than 1 in 4 proven offenders commit at least one reoffence within a year (26%)



When offenders reoffend in Lincolnshire, they do so more prolifically when compared to the national average (4.6 reoffences in 12 months compared to 3.9 reoffences nationally)

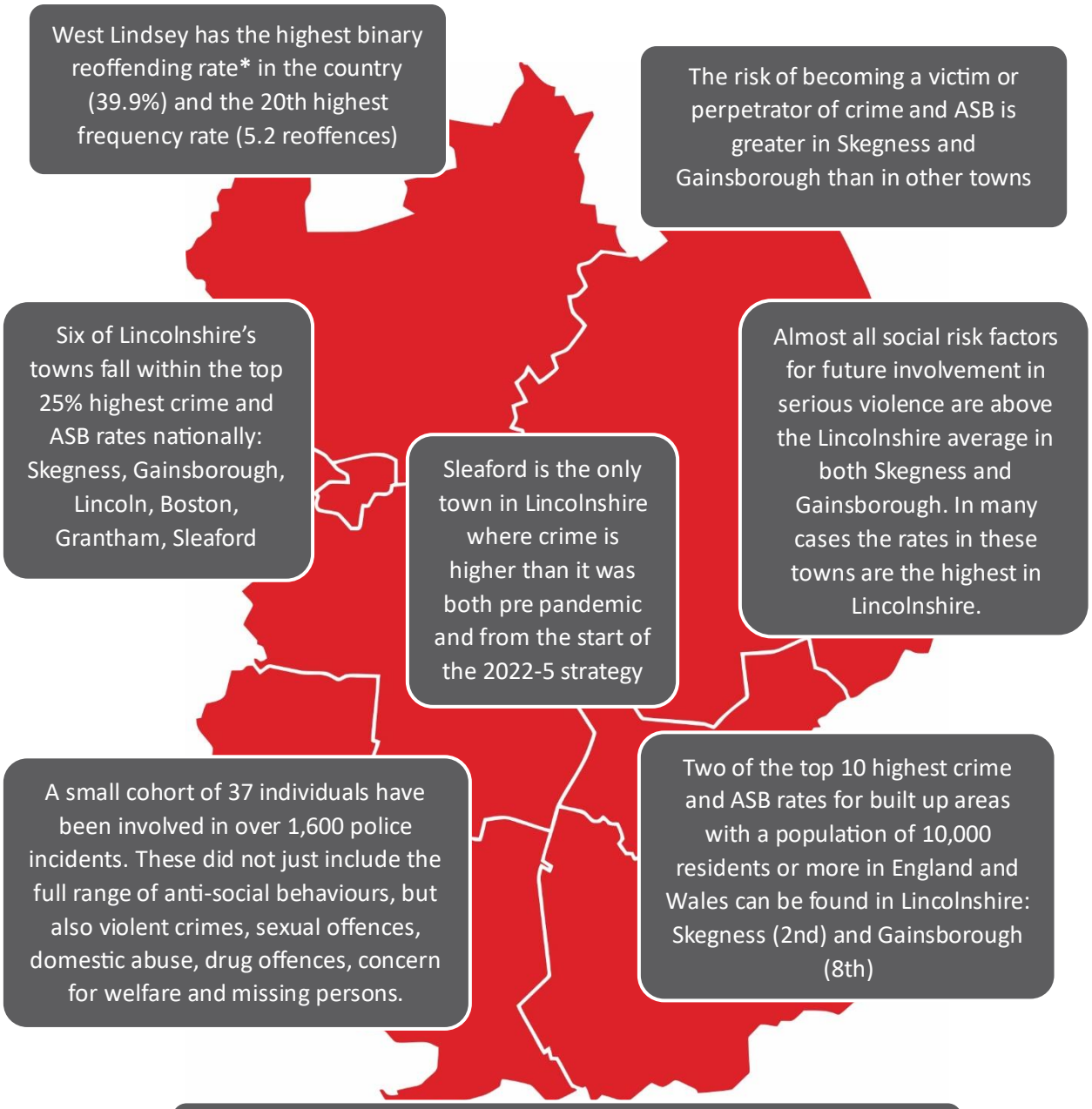
Shop theft, hate crime, non-domestic harassment and sexual offences have all risen since the pandemic



Since the pandemic shop theft has increased by 61.7%

Anti-social Behaviour data has identified the high and varied demands on services from the most vulnerable Anti-social Behaviour victims

Localities and cohorts of concern



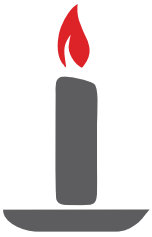
* A "binary offending rate" refers to a reoffending statistic that focuses on whether an individual reoffends at all, rather than the frequency or severity of reoffences

Contextual findings

There is a very strong positive correlation between unemployment claimant levels and crime levels in Lincolnshire among the 16–64-year-old resident population.

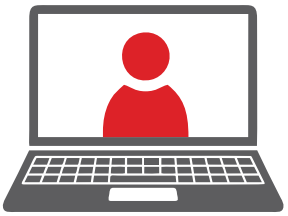
The cost of living has increased by 20%. This appears to have had an impact on the level of shop theft

Following the national trend, the proportion of residents reporting a long-term mental health condition in Lincolnshire is rising (from 1 in 10 in 2018 to 1 in 8 in 2023). The rise since 2018 is statistically significant.



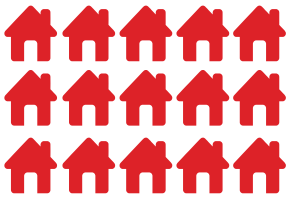
The suicide rate in Lincolnshire is high and ranks second highest among all local authorities in England and Wales.

The combined deaths from alcohol, drug misuse and suicide in Lincolnshire have increased by 40% in Lincolnshire between 2019 and 2022. This is higher than the national trend, where a 16% increase has been observed over the same time.



Nearly 1 in 4 secondary school age children reported at least one online contact from a stranger that made them feel uncomfortable in the last year

Approximately 40% of secondary school age children reported viewing or being sent harmful content in the last year. Those who viewed such content were likely to have done so multiple times



The number of households owed a homeless prevention or relief duty in Lincolnshire has now risen above pre-pandemic levels. The rate of households owed a duty is particularly high in Lincoln, where it is 12th highest in England out of 296 authorities (25.4 households per 1,000 compared with 13.4 per 1,000 nationally).

Public Concerns and Perception

The fear of crime in Lincolnshire has returned to pre-pandemic levels.

However, fear of crime in Lincolnshire is still relatively low. On a score of 1-10 where 10 is most fearful, the average score in 2023 is 4.31.

Public confidence in a range of public services is deteriorating, while tax rates increase, raising increasing legitimacy concerns

It is clear to see that the SNA has highlighted specific localities and cohorts of individuals within the county that will benefit from a targeted and bespoke approach to address community safety concerns with a focus on prevention.

The SNA provided contextual information to assist with understanding possible drivers for changes in trends and potential underpinning causative factors related to crime and disorder in Lincolnshire. Thematic areas identified included emotional well-being, unemployment, substance misuse, deprivation and the cost of living, and online harms. When developing our approach for 2025-2028 the deliverables must take account of these contextual findings in relation to complexity, need and vulnerability.

Considering findings noted in the SNA we need to ensure that we are engaging and communicating effectively with Lincolnshire communities. This will be essential to ensure that we are working with the public to not only respond to their concerns but also to signpost communities to reporting mechanisms and highlight positive activity that is taking place across the county. Stakeholder engagement and communication will be essential to inform our model of delivery and approach for 2025-2028.

Following extensive and robust strategic consideration of the findings from the SNA and subsequent gap analysis, the SLP has decided to take a different approach to better respond to the concerns identified.

Our Approach 2025-2028

During 2025-2028 the SLP will move to a project-based approach to meet our statutory duties. This is to ensure that activity undertaken is targeted where it is most needed, aligns to our statutory duties and ensures the effective and efficient use of our shared resources. The projects will be grounded in an evidence base, time limited, specific and based on the needs of our communities. Each project will have specific deliverables and focus on prevention, early intervention and community and voluntary collaboration. This approach allows us to be fluid and agile.

All projects will be underpinned by routine data scanning and analytical insight. The strategic group will regularly evaluate and analyse emerging trends to then divert resources into appropriate projects. Projects will always focus on the statutory duties of the SLP (as outlined in the legislative framework on page 4) as well as the shared underpinning principles of working. Projects will be informed by findings from the SNA and wider fundamental principles, such but not limited to, tackling reoffending pathways, utilising incremental approaches to tackling Anti-social Behaviour and the responding to specific needs of women and girls at risk of entering the criminal Justice system.

Projects which fall under the governance of SLP will fall into one of three categories:

SLP universal offer:
Prevent, preventative education, Domestic Abuse Related Death Reviews[1], data analysis, shared case management system

County wide projects:
can be focused on cohorts of people, systems, processes or issue based but cut across the County

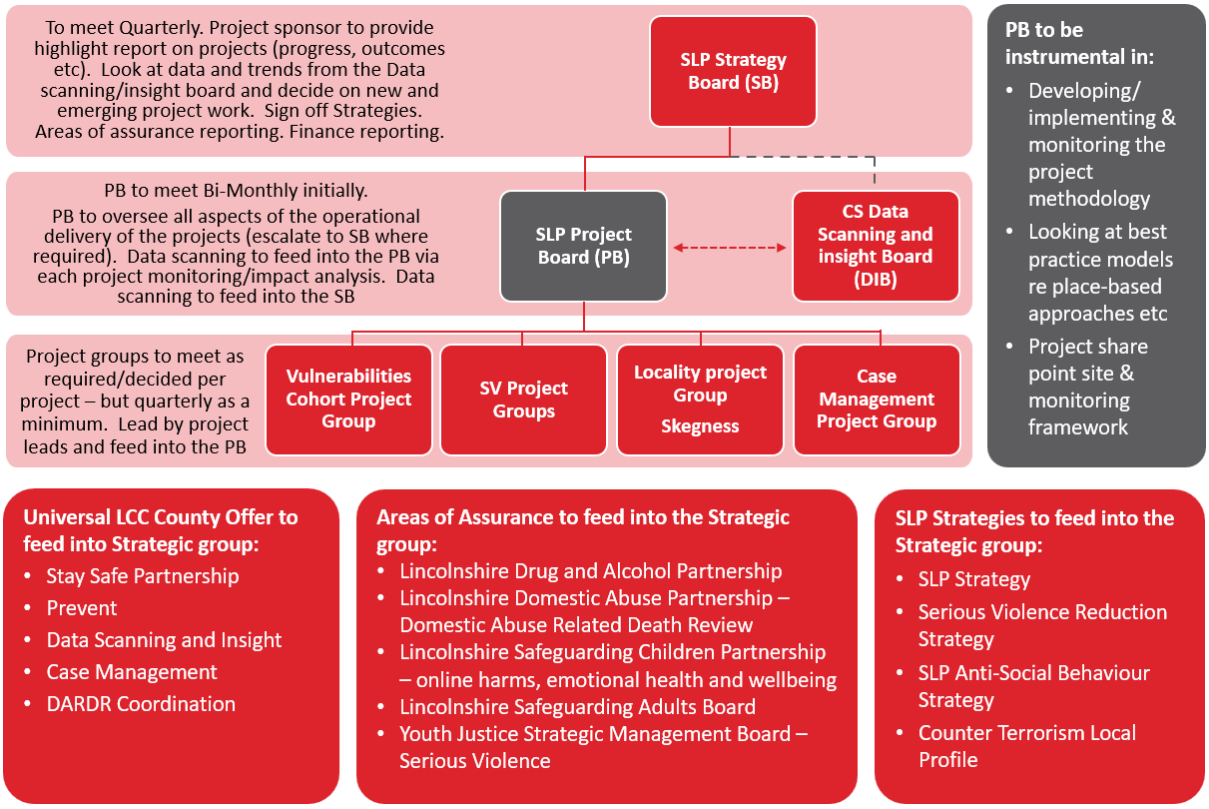
Local projects:
place based, cohorts, systems, process or issue based

[1] Statutory duty delegated to the Lincolnshire Domestic Abuse Partnership

Structure

During 2025-2026 we will exit manage from our existing operating structure and commence the initial mobilisation of our revised structure and operational delivery model.

SLP Structure



Performance

Any activity delivered by the SLP will ensure that it is evidence based, involves stakeholders, tackles the underpinning causes of community safety concerns and utilises whole system approach.

All activity delivered requires collaboration and action at both a strategic and operational level with robust performance indicators in place to evidence success, impact and return on investment. The development of routine analytical scanning of data sets is essential to assist the partnership to respond effectively to emerging themes and trends.

In 2025-2026 we will introduce a new approach to enhance the data that is fed into the SLP, with a timelier injection of targeted data sets to assist with horizon scanning, including the identification of new or emerging trends. During this financial year the SLP will develop performance reporting mechanisms to actively monitor the project delivery.

Cross Cutting Relationships and Delivery

Within the context of this strategy assurance covers the provision of timely and accurate information of how wider boards, partnerships and partners are delivering their duties, functions and outcomes. Assurance incorporates arrangements for checks and balances, which are essential for proactive risk management, addressing factors identified in our strategic need assessment and enabling sustained performance. It also assists to manage delivery needs that are cross cutting and managed via a number of governance arrangements in Lincolnshire.

Assurance will be sought where findings from the SNA that would merit action fall outside of the governance of the SLP. Mechanisms for assurance will be established and mobilised during 2025-2026.

The nature of the findings will determine who we seek assurance from and are likely to include:

- The **Lincolnshire Safeguarding Children Partnership** (LSCP),
- the **Lincolnshire Safeguarding Adults Board** (LSAB),
- the **Lincolnshire Domestic Abuse Partnership** (LDAP),
- the Lincolnshire **Youth Justice Strategic Management Board** (JYSMB).

Assurance will routinely be sought from the **Lincolnshire Drug and Alcohol Partnership,** due to our cross cutting statutory duties. This will be with particular reference to their strategic priorities of prevention, treatment and support, and enforcement and managing offending behaviour.

Existing routine assurance is provided to the SLP from the LDAP regarding the commissioning and completion of **Domestic Abuse Related Death Reviews (DADRs)** in Lincolnshire. DARDRs were established on a statutory basis under the Domestic Violence, Crime and Victims Act 2004. A key part of prevention and early intervention, their main purpose is to prevent domestic violence and homicide. Furthermore, they seek to improve service responses for victims by developing a coordinated multi-agency approach to ensure that abuse is identified and responded to effectively at the earliest opportunity. The overall responsibility for establishing a review rest with the local Community Safety Partnership (CSP). In Lincolnshire, following the Domestic Abuse Act 2021, this duty is discharged from Safer Lincolnshire Partnership (SLP), the informally merged CSP's, to the Lincolnshire Domestic Abuse Partnership (LDAP).

The Lincolnshire Stay Safe Partnership (SSP) provides a single point of access to education programmes that are designed to help keep children and young people safe. This is delivered to early years through to college aged children and young people. The preventative education delivered is informed by data and analytical products, such as the SLP Strategic Needs Assessment, to ensure that it is adapting to new and emerging community safety concerns. It

has been agreed locally that the SLP will provide oversight and governance of the SSP. The is a key component of the prevention and early intervention principle of working under the SLP.

The SLP will continue to ensure that we have excellent links into other boards such as the Lincolnshire Safeguarding Children Partnership (LSCP), the Lincolnshire Safeguarding Adults Board (LSAB), the Lincolnshire Domestic Abuse Partnership (LDAP). We will have a **cross-cutting themes delivery plan** that will be monitored on quarterly basis. Our approach will support each other's objectives and priorities, establishing cross cutting themes and joint initiatives that are delivered through close engagement and working relationships.

The **South and East Lincolnshire Community Safety Partnership (SELCSP**) is an informally merged partnership covering the Lincolnshire districts of Boston Borough, East Lindsey, and South Holland. The SELCSP is comprised statutory agencies and representatives from supporting organisations from each of these local authority areas. The SELCSP utilises data from the SLP's Strategic Needs Assessment, Lincolnshire Police and local health profiles to identify specific crime and disorder areas of focus within their locality. To avoid duplication these priority focus areas, fall outside of the county wide strategic priorities of SLP. The SELCSP is committed to supporting the SLP with this approach, working in partnership on shared objectives. The SLP routinely provides representation at the SELCSP quarterly meeting.

Communication and Engagement

A communication and engagement strategy for the SLP will be developed during 2025-2026, initially communication and engagement activity will be via the following mechanisms:

- Strategic communication with the public will be delivered via the Lincolnshire Q Collaboration Communication Group. This group brings together a range of agencies to develop and share public facing communication campaigns. This approach ensures that messages received by the public in relation to community safety are consistent and evidence based. Based on findings from the SNA, the initial focus of the SLP's campaigns will be to focus on addressing the fear and perception of crime, signposting to reporting mechanisms and striving to increase confidence in local public services through sharing positive news stories.
- As part of the scoping activities for place-based projects we will liaise and engage with local communities and wider stakeholders. This will provide a platform to actively respond to our communities, share timely and relevant information and facilitate the development of longer-term community-based solutions.

Oversight and Scrutiny

Oversight and scrutiny of the Safer Lincolnshire Partnership is via the following mechanisms:

- Reporting annually to Lincolnshire County Councils Public Protection and Communities Scrutiny Committee
- Provide regular reports to Lincolnshire County Council's Chief Executive and portfolio holders'
- District Council Strategic Leaders provide regular reports to their committee meetings and portfolio holders to provide assurance that they are meeting their statutory duties.
- Annual Prevent Audit, led by the Home Office.
- Reporting back to central government as part of the statutory duty in relation to the implementation of the Serious Violence Duty.

Conclusion

The lawful basis for convening a Community Safety Partnership is established under Section 6 of the Crime and Disorder Act 1998. This legislation mandates that responsible authorities in a local government area must work together to discharge their statutory duties through developing and implementing strategies to tackle crime and disorder.

The Safer Lincolnshire Partnership Strategy embodies our commitment to creating safer communities, fostering collaboration, and addressing the challenges we face collectively. The Safer Lincolnshire Partnership Strategy reflects our shared vision and invites every resident, partner, and stakeholder to contribute to this important goal. Together, we can foster a future where Lincolnshire thrives as a safe and welcoming place for generations to come.

During 2025-2028 we will move to project-based approach to meet our statutory duties, following the completion of our strategic needs assessment and subsequent strategic review and gap analysis. This is to ensure that activity undertaken is targeted where it is most needed, aligns to our statutory duties and ensures the effective and efficient use of our shared resources. The projects will be grounded in an evidence base, time limited, specific and based on the needs of our communities. This approach allows us to be fluid and agile.

As partnership we will further develop our performance management framework and our communication and engagement strategy. These will be key deliverables during 2025-2026 to ensure that mobilisation of our updated approach is benchmarked, can evidence return on investment, impact on our communities whilst retaining a consultative and collaborative methodology. Our excellent links with wider governance structures will be maintained and further advanced through clear lines of assurance and the development of a cross-cutting themes delivery plan.

The strength of Lincolnshire lies in its people and their shared determination to make the county safer for all. The Safer Lincolnshire Partnership Strategy reflects our shared vision and invites every resident, partner, and stakeholder to contribute to this important goal.

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Report To:	Overview & Scrutiny Committee
Date:	2nd October 2025
Subject:	South and East Lincolnshire Councils Partnership Safeguarding Policy
Purpose:	To consider the new South & East Lincolnshire Council Partnerships Safeguarding Policy prior to presentation at Cabinet.
Key Decision:	N/A
Portfolio Holder:	Councillor Helen Staples, Portfolio Holder for Communities
Report Of:	Emily Spicer, Assistant Director – Communities and Housing Services
Report Author:	David Postle, Wellbeing Service Manager & Deputy Strategic Lead for Safeguarding
Ward(s) Affected:	All
Exempt Report:	No

Summary

Following the creation of the South & East Lincolnshire Councils Partnership (SELCP), a review of the Safeguarding Policies has been undertaken. To standardise our approach to Safeguarding children and adults in the work we do, a single policy covering all three councils has been developed.

The key aim of the policy is to ensure our residents, officers and councillors will have a clear understanding of our responsibilities under the Children Act 1989 and the Care Act 2014.

Recommendations

It is recommended that this report and the attached policy are considered for comment prior to submission to the Cabinet.

Reasons for Recommendations

- Under the Children Act 1989 and the Care Act 2014, all local authorities are legally required to have safeguarding measures in place, helping to protect children and vulnerable adults from abuse, neglect and exploitation.

- Prior to the three councils moving to the South & East Lincolnshire Councils Partnership (SELCP), each council had their own safeguarding policy. Following the move to a single workforce, including having a single Strategic Safeguarding Officer for the Partnership, a single policy will ensure a standardised approach to safeguarding exists across the councils and its functions.

Other Options Considered

An updated single policy for each council was considered but discounted due to the possible confusion this may cause. Especially when considering the fundamental requirements of the Children Act 1989 and the Care Act 2014 are the same for all three councils.

1. Background

1.1 While Safeguarding is widely accepted as everyone's responsibility, local authorities' duties are specifically detailed in the Children Act 1989 and the Care Act 2014.

1.2 While the duty falls mainly to Lincolnshire County Council (LCC) as the top tier authority, the councils within the South & East Lincolnshire Councils Partnership (SELCP) work closely with LCC as second tier authorities. Our Safeguarding policy supports the Councils in protecting those who need safeguarding, providing a reference point and guidance for staff, Councillors and others such as contractors or volunteers acting on the Councils behalf.

2. The Safeguarding Policy

2.1 The policy aims to protect children, young people and adults who need safeguarding, ensuring the Councils play their full role, raise awareness of our duty, ensure a person-centred approach, putting the persons needs and wishes first, helping all those involved to achieve the best possible outcome.

2.2 Following the outcome of several national case reviews, we have added a section in the policy to explain what professional curiosity is in a safeguarding context. Using proactive questions to respectfully challenge to ensure situations are not simply taken at face value.

2.3 Specific details of named officers who are responsible for Safeguarding across the SELCP are also clearly detailed, providing robust support for officers and councillors, as well as clear reporting pathways should a member of staff or an elected member have a safeguarding concern to report, or simply wish to seek advice on a situation they are unsure about.

2.4 A further development included in the combined safeguarding policy for the SELCP has been to move the rolling out and monitoring of Safeguarding Training via the First4Learning system in use across the three councils. The mandatory training modules will be allocated automatically to each officer and elected member at a level required by the role they undertake for the council(s). Completion will then be monitored monthly, with Service Managers informed of any outstanding training throughout the year. Face to face sessions will also be arranged for those officers without access to a computer, as well as for elected members who are unable to complete or access the e-learning. Additional face to face sessions will be developed via the Strategic Safeguarding group to focus on key aspects of Safeguarding such as Professional Curiosity, as well as providing service managers with further guidance on their responsibilities.

2.5 A key approach to ensure safeguarding is at the forefront of what we do is through ensuring staff engage in regular supervision and team meetings, where safeguarding is discussed with their line manager and their peers. Allowing the sharing of good practice, but also ensuring officers are supported to process the impact of dealing with complex cases that often involve upsetting aspects, supervision is essential. The updated policy provides clear details for all involved, highlighting the importance of regular discussion of safeguarding during team meetings and supervision.

2.6 Moving to a joint policy also allows us to streamline the reporting process for safeguarding concerns within the SELCP. While LCC remain as the local authority with the main duty, coordinating and accepting direct referrals for safeguarding cases through the long-established direct telephone numbers for children (01522 782111) or adults (01522 782155), we have established a single email address for all general safeguarding enquires, as well as a dedicated electronic referral form, to speed up the process. Furthermore, an updated flowchart has also been developed taking account of updates to the reporting process.

2.7 Unchanged elements of the policy include: - Confidentiality, information sharing, multi-agency working, dispute escalation, whistle blowing, audit and quality assurance.

2.8 The policy will in future have a light touch review every year to allow the inclusion of any developments or actions from case reviews or updated processes introduced by LCC. A full review will be carried out every three years, requiring a return through the governance process.

3. Conclusion

3.1. A joint safeguarding policy will facilitate a standardised approach to safeguarding across all three councils in the SELCP, something that is essential following the creation of a single workforce.

3.2. The Overview & Scrutiny Committee are asked to note the new policy and are invited to provide feedback.

Implications

South and East Lincolnshire Councils Partnership

The joint policy will enable positive alignment of the safeguarding approach within the SELCP.

Corporate Priorities

None

Staffing

Adopting the joint safeguarding policy does not have any direct staffing implications; however it is worth noting following the alignment of the workforce across the SELCP, we now have a dedicated full time Safeguarding Officer in place, with all associated costs met by contributions from all three councils.

Workforce Capacity Implications

None

Constitutional and Legal Implications

Having an up-to-date safeguarding policy is essential to ensure the SELCP meets its duties under the Children Act 1989 and the Care Act 2014.

Data Protection

None

Financial

None

Risk Management

The risk of non-compliance with our safeguarding duty is increased without having a clear policy in place to guide staff and councillors on their responsibilities relative to safeguarding. Additionally, our ability to response to audit, case reviews and engage in effective multi-agency work will be negatively affected, also increasing risk.

Stakeholder / Consultation / Timescales

A review of the challenges experienced by Officers of the SELCP has been undertaken in respect to their understanding of safeguarding and duty to refer. This review has enabled a consistent approach to be put forward for consideration.

Reputation

None

Contracts

None

Crime and Disorder

None

Equality and Diversity / Human Rights / Safeguarding

Adopting the joint policy ensures the SELCP meet our statutory responsibilities.

Health and Wellbeing

Having robust safeguarding practice across the SELCP will support positive health and wellbeing for those requiring support, and our own workforce.

Climate Change and Environmental Implications

None

Acronyms

LCC – Lincolnshire County Council

Appendices

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

Appendix 1	Safeguarding Policy for SELCP v1.1

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

This is the first time a joint Safeguarding Policy document has been considered for adoption.

Report Approval

Report author:	David Postle, Wellbeing Service Manager & Deputy Strategic Lead for Safeguarding david.postle@e-lindsey.gov.uk
Signed off by:	Emily Spicer, Assistant Director Housing & Communities emily.spicer@sholland.gov.uk
Approved for publication:	Councillor Helen Staples, Portfolio Holder for Communities Helen.staples@boston.gov.uk

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served by One Team

South & East Lincolnshire Councils Partnership

2025 - 2028

Safeguarding

Policy and Procedures

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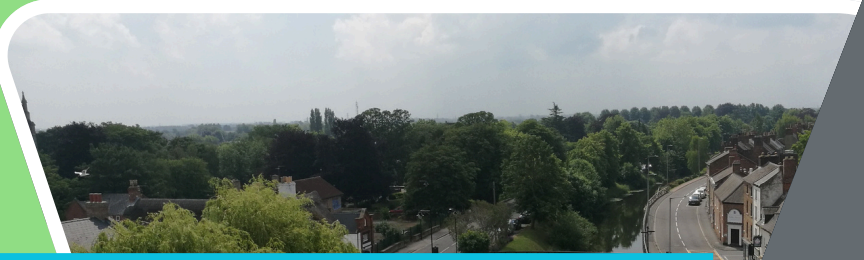


Introduction

Safeguarding encompasses a range of legal duties and responsibilities designed to protect people's health, wellbeing, and human rights, and support them in preventing problems from escalating and enabling them to live free from harm, abuse, and neglect.

The Council has a range of statutory duties to carry out in relation to safeguarding and promoting the wellbeing of individuals and communities. This policy has been written to support the Council in protecting those who need safeguarding by providing a reference point and guidance for staff, elected members, volunteers, key contractors, consultants and directly commissioned providers acting on behalf of the Council. It seeks to provide practical guidance to ensure that the Council plays its full part in safeguarding and always promoting the wellbeing of its individuals and communities.

Safeguarding involves several key agencies including Children's Services, Adult Social Care, Health Agencies and Criminal Justice Agencies. Our duties do not extend to areas which would be considered the responsibility of our partners, but there are duties to cooperate and to have effective processes in place regarding collaboration.

A consistent and effective approach is needed across the Council to ensure that statutory responsibilities are met, to protect the community, and protect the reputation of the Council. Safeguarding responsibilities of the Council include:

- Having effective safeguarding policies and procedures in place;
- Recognising signs of abuse or safeguarding concerns;
- Effective training of staff, safe recruitment and capable workforce
- Referring concerns to partner agencies;
- Working closely with partners such as the police, social care, health agencies, probation and other local authorities;
- Undertaking and participating in regular audit and scrutiny for assurances.

Staff can keep up to date with Safeguarding information on the SELCP Intranet here

Overview
and policy commitment

This Policy aims to protect children, young people and adults who need safeguarding, including employees, volunteers, apprentices and students; those who use our services or are cared for by others who use our services; and those with whom our staff, elected members, volunteers, key contractors and directly commissioned providers acting on behalf of the Council have contact.

It aims to:

- Ensure that the Council plays its full role in safeguarding and promoting the health, welfare and wellbeing of children, young people, and adults at risk, at all times;
- Raise awareness of the duty of care and responsibilities relating to safeguarding throughout the Council;
- Ensure a person-centred approach which puts people's own needs and wishes first, hears their voice, respects their views, and upholds their human rights;
- Achieve the best possible outcomes for all individuals, including enabling all children and young people to 'Stay Safe, Be Healthy, Enjoy and Achieve, make a Positive Contribution and Achieve Economic Wellbeing' (Children Act 2004);
- Secure stable relationships with professionals built on trust, with consistent support to meet their individual needs and with all decisions taken in line with the Mental Capacity Act (MCA) 2005;
- Ensure that everyone involved gets the support they need before a problem escalates;
- Provide a proportionate, timely, supportive, informed, and professional response to anyone experiencing abuse or neglect;
- Actively encourage good practice amongst staff and promote wider awareness where possible (for example partner organisations, service user groups and community);
- Create a safe and healthy environment within all of our services, avoiding situations where abuse or allegations of abuse may occur;
- Ensure that we safely recruit, train, supervise and support staff, elected members and volunteers appropriately and in accordance with Disclosure and Barring Service (DBS) guidance.

Overview
and policy commitment

Making Safeguarding Personal

The Making Safeguarding Personal (MSP) approach puts service users' at the centre of everything we do, follows the edict of 'no decision about me without me', and means that the person, their families and carers must work together with agencies to find the right solutions to keep people safe and support them in making informed choices.

We aim to drive a cultural shift in all our organisations that will embed the principles of MSP into our structures, processes and practice.

The key focus is on developing a real understanding of what people wish to achieve, agreeing, negotiating and recording their desired outcomes, working out with them, their family or advocates how best those outcomes might be realised and then checking at the end how far their expectations have been met.

Further details can be found on the Lincolnshire Safeguarding Adults Board website, here.

CURIOUSITY AND UNCERTAINTY

Professional Curiosity has been a recurring theme in Serious Case Reviews (SCR) across Lincolnshire. Professional curiosity is about having the capacity and communication skills to explore and understand what is happening with an individual or family. It is about enquiring more deeply and using proactive questioning and challenge. It is about challenging your own responsibility and knowing when to act rather than making assumptions or taking things at face value.

Respectful Uncertainty is about considering and where necessary challenging responses, looking beneath the surface and testing the facts and 'gut feelings' rather than accepting an explanation, however plausible.

Roles and Responsibilities

Safeguarding is everyone's business

This policy provides guidance for anyone working on behalf of the Council who may have contact with children, young people, adults with care or support needs at risk of harm, and their families. This policy affects every Council staff member, elected member, volunteer and anyone working on behalf of and / or representing the Council.

All individuals to whom this policy and procedures apply must know where and how to access it, have a clear understanding of how, why and who to contact with their concerns and complete appropriate training to fulfil their responsibility in being able to identify and respond to wellbeing concerns, abuse or alleged abuse and poor practice. All officers who visit people's homes must be particularly alert to signs of abuse or neglect. All officers must always report and respond to concerns, doing so swiftly to ensure the safety and wellbeing of anyone at risk or suspected of being at risk. All employees should discuss concerns with the appropriate person or organisation as set out throughout this policy and its associated procedures.

It is the responsibility of those who have a role in engaging services to ensure that volunteers, key contractors, consultants and directly commissioned providers acting on behalf of the Council meet these requirements.

If anyone subject to this policy finds, for whatever reason, they do not believe that they can fully comply with all requirements they must notify the Designated Safeguarding Officer or Deputy Designated Safeguarding Officer immediately:

Designated Safeguarding Officer
Emily Spicer, Assistant Director – Wellbeing & Community Leadership emily.spicer@sholland.gov.uk 07900 168280

Deputy Designated Safeguarding Officer
David Postle, Wellbeing Service Manager david.postle@e-lindsey.gov.uk 01507 613124 / 07958 805206

Deputy Safeguarding Officers
SHDC – Dee Bedford, Community Safety & Enforcement Manager dbedford@sholland.gov.uk 07778 530 768
ELDC – Jason Oxby, Service Manager – Housing & Support Solutions jason.oxby@e-lindsey.gov.uk 01507 613120
BBC – Pete Hunn, Community Safety Manager peter.hunn@boston.gov.uk 01205 314245

Safeguarding Officer
Iris Furst – Safeguarding Officer for SELCP iris.furst@e-lindsey.gov.uk 01507 613061

Safeguarding Inbox
safeguardingSELCP@e-lindsey.gov.uk

Roles and Responsibilities

The Councils corporate safeguarding roles and responsibilities are set out below:

Corporate Safeguarding Role	Overview of Responsibilities	Corporate Lead Officer(s)
Strategic Safeguarding Group	· Supporting staff to report concerns. · Developing and reviewing policies and procedures. · Working in partnership with other organisations to develop best practice and shared learning. · Providing, coordinating, and monitoring training for staff and elected members. · Providing training to all new staff and elected members as part of the council's induction process. · Ensuring engagement and compliance with audit frameworks. · Implementing audit recommendations and changes to legislation. · Engaging in serious case reviews and domestic homicide reviews. · Hosting a corporate safeguarding group that is represented by all service areas.	Designated Safeguarding Officer; Deputy Designated Safeguarding Officer; Deputy Safeguarding Officers & the Safeguarding Officer.
Designated Safeguarding Officer	Has overall strategic oversight for the South & East Lincolnshire Council Partnership	Emily Spicer, Assistant Director, Wellbeing & Community Leadership
Deputy Designated Safeguarding Officer	The Deputy Designated Safeguarding Officer will assist the Designated Safeguarding Officer, and will: Represent the council on safeguarding matters at an external and strategic level and have overall responsibility for ensuring the council is meeting its safeguarding requirements. Represent the council in the instance of any serious case review or other strategic groups to support multi-agency working across the SELCP area. Be the council spokesperson in the event of any public / media enquiries. Review the safeguarding policy and procedures. Maintain communication channels with outside agencies, including attending meetings.	David Postle, Wellbeing Service Manager
Deputy Safeguarding Officer – SHDC	Deputy Designated Safeguarding Officers will: Deputise for the Designated Safeguarding Officer as required. Advise staff on responding to and referring safeguarding concerns. Ensure that all cases are collated, recorded, reported, and reviewed, and all requests for information are responded to within the required timescales to support case reviews, inspections, etc. Represent their council at Domestic Homicide Reviews.	Dee Bedford, Community Safety & Enforcement Manager
Deputy Safeguarding Officer – ELDC		Jason Oxby, Housing & Support Solutions Service Manager ELDC & BBC
Deputy Safeguarding Officer – BBS		Peter Hunn, Community Safety Manager ELDC & BBC

Roles and Responsibilities

The Councils corporate safeguarding roles and responsibilities are set out below:

Corporate Safeguarding Role	Overview of Responsibilities	Corporate Lead Officer(s)
Safer Recruitment	Employers need to identify candidates who may be unsuitable for certain jobs, especially work that involves vulnerable groups including children and adults with care or support needs. Ensure that the Council makes safe recruitment decisions in line with the requirements of the Disclosure and Barring Service (DBS) Ensure that the Council's DBS policy is up to date and reviewed in line with any legislative changes. HR (provided by PSPS Ltd) will: Support safeguarding leads to identify posts that need DBS clearance. Undertake DBS checks for all identified posts. Advise management of strategic risks relating to people. Maintain records to demonstrate current compliance of DBS for identified posts.	Service Managers – overseen by HR team at PSPSl Ltd.
Service Managers and Line Managers	Service Managers and Line Managers are responsible for: - · Increasing safeguarding awareness in their services. Dealing with abuse and neglect can be stressful and distressing and staff can be left feeling concerned about a situation or case they have experienced. · They will: o Support and supervise staff appropriately. o Ensure that their team members complete all relevant training requirements. o Disseminate safeguarding information to teams, supported by the corporate safeguarding group. o Respond promptly to requests for information regarding specific cases and maintain clear communication with the Designated Safeguarding Officer, and good working relationships with other agencies to address any difficulties between front line staff. o Support the review of this policy and its procedures where required. o Ensure that all concerns and cases are logged via the Council's safeguarding tracker (either reporting a concern or notifying the Designated Safeguarding Officer of assessments and action taken).	Service Managers – overseen by HR team at PSPSl Ltd.
Senior Leadership Team	Responsibility for Safeguarding across South Holland District Council, Boston Borough Council and East Lindsey District Council	Emily Spicer Assistant Director – Wellbeing and Community Leadership Jason King Director of Communities

Training and Development

It is essential that everyone to whom this safeguarding policy applies can recognise and respond to possible safeguarding risks and concerns across all relevant policy areas. The level of training and knowledge required by each person is determined by their role and their level of contact with customers at risk of harm – all roles within the organisations will be categorised using the requirements of the National Competencies Framework (NCF) for Safeguarding.

All training is delivered either via e-learning or face to face, via workshops, delivered in partnership with, or endorsed by the respective safeguarding, domestic abuse, prevent boards and strategic groups. **Safeguarding training is mandatory for everyone representing the Councils.** E-Learning training is completed on a six-year rolling programme. This follows the Lincolnshire Safeguarding Adult Board 6 Year Safeguarding Adult Training Pathway and the Lincolnshire Safeguarding Children Partnership 6 Year Safeguarding Children Training Pathway. E-Learning modules are reviewed and updated quite regularly as courses must be updated to meet the changing needs. The e-learning modules will be automatically rolled out through First4Learning, with completion monitored by the Strategic Safeguarding Group to ensure compliance.

The table below outlines the training groups. If you are unsure which level of training is relevant to your role or if you have any questions, please contact the Safeguarding Team at safeguardingSELCP@e-lindsey.gov.uk

Training and Development

Training Group	Definition for Grouping	Who is this?
1	Those with infrequent contact with children, young people and vulnerable adults who may become aware of possible abuse, neglect, or maltreatment.	All staff, volunteers, general contractors, consultants
2	Those with regular contact or periods of intense but irregular contact with children, young people, and vulnerable adults who may be able to identify concerns regarding abuse, neglect, or maltreatment.	Key contractors, housing, homelessness, public protection, community safety, communities, leisure and culture and staff involved in home visits
3	Operational Managers at all levels. Senior managers responsible for strategic management of services. Those with oversight of systems, policies, and procedures in their department.	Service managers, senior officers, management team
4	Designated lead professionals in TAC, child protection, MAPPA, and MARAC work. Those responsible for ensuring their organisation is at all levels fully committed to safeguarding and have appropriate systems and resources in place.	Named staff in housing, and community safety, safeguarding, designated safeguarding lead, deputy designated safeguarding officer, Assistant Director Wellbeing & Community Leadership
5	Staff without IT access - All staff without IT can will be trained through briefings	Waste Crews, Parks and Grounds Team

Training and Development

Elected Members: All elected members will be offered safeguarding training when they are elected, as part of the induction process. They will also be required to complete the e-learning induction module 'Introduction to Safeguarding Everyone in Lincolnshire' during their first year in office. Elected Members will be offered opportunities to increase their safeguarding awareness through e-learning modules and thematic training and briefings.
Staff without IT access: All staff without IT access will need to attend safeguarding briefing sessions. The briefing will cover general safeguarding principles, personal responsibilities and who to contact with any concerns. These may be delivered face to face, or virtually.

SUPERVISION AND APPRAISAL

People work best when they are well informed, trained and supported. Supervision should improve the quality of practice, support the development of integrated working and ensure continuing professional development. Effective supervision involves regular face-to-face discussion with skilled managers, including reflective practice, to enable staff to work confidently and competently with difficult and sensitive situations.

This includes:

- Ensuring our customers and their carers receive a quality service
- Enabling understanding and implementation of policies and procedures
- Supporting staff to be clear about their responsibilities and accountabilities
- Giving staff opportunities to reflect on, analyse and evaluate practice
- Giving staff opportunities to discuss best practice and safeguarding concerns
- Providing personal support when dealing with difficult cases

Staff leading on Team Around the Child (TAC) cases, MARAC, dealing directly with complex or distressing cases, involved in case reviews or court cases, etc will need and should receive appropriate support from their manager, the Designated Safeguarding Lead or the Deputy Safeguarding Officers for each of the authorities. This may include regular and ad hoc de-briefs, and opportunities to seek external support for their wellbeing if required. Appraisals should always include discussion of the safeguarding responsibilities of the role and training and development needs.
To support personal development and professional competence, managers can identify good practice through:

- Direct observation of the activity or service
- Undertaking case file audits, where appropriate
- Reviewing service user's feedback on the activities or services

Team Meetings should also include regular agenda items to share safeguarding information, concerns and best practice.

Reporting concerns and record keeping

If you feel that a child, young person, or an adult is at immediate risk of significant harm, then call Lincolnshire Police on 999.
If however you think they are at risk but that risk is not immediate, you must take appropriate action, calling 101 if you think a crime has been committed, and by reporting the matter to the LCC Customer Services Centre (CSC) on 01522 782111 for children, or 01522 782155 for adults, or emergency out of hours 01522 782333.

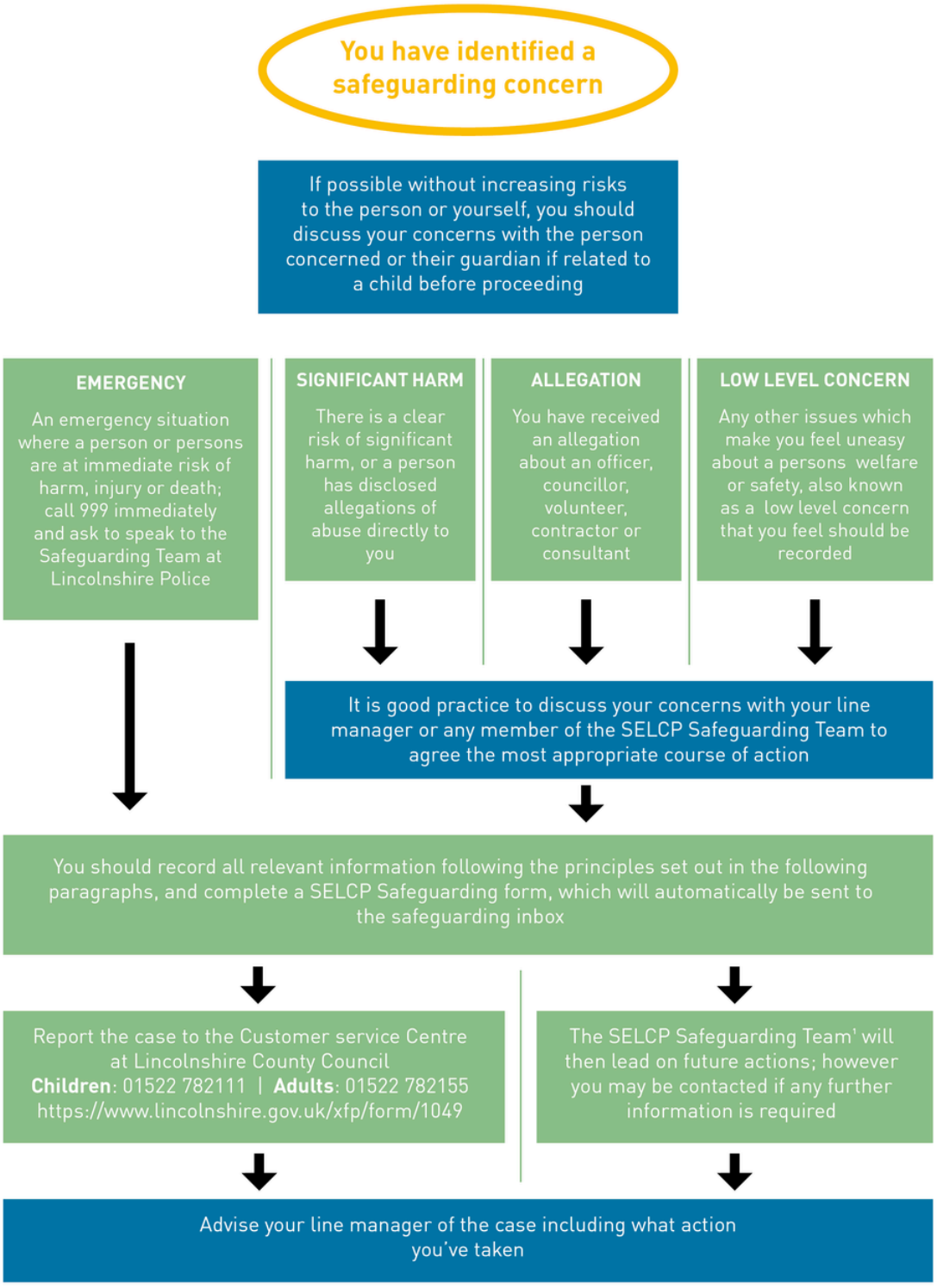
In all cases you should report the incident to the Designated Safeguarding Lead through the **Internal Safeguarding Report Form in Appendix A.**

For staff without IT access, please speak to your supervisor/line manager to report a concern.

Customer facing, front line services are most likely to come across safeguarding concerns in their day to day roles and will have an enhanced level of awareness. These staff groups/services will be more experienced in engaging with external agencies to report safeguarding concerns – as referrals or through multi-agency case management procedures such as Early Help, ASBRAC, VAP, MARAC. If you are aware that a case is already open and external services are aware of the child, family
or vulnerable adult you can contact the relevant officer through LCC Customer Services Centre.
If you need advice on the most appropriate course of action, please speak with your line manager, Designated Safeguarding Lead or the Deputy Safeguarding Officer for your organisation.

If you have concerns – share them.

Reporting concerns and record keeping



[1] Full contact details of the SELCP Safeguarding are available on Page 4 of this policy

Reporting concerns and record keeping

Records must always be made with great care. They will almost always be open to inspection by others, including those about whom they are made; they may be required as evidence in case reviews of legal proceedings. Good records are factual, accurate, legible, comprehensive and made as soon after the incident as possible. They include direct evidence, such as the words used by individuals themselves, and specific information, such as the exact location of an injury (e.g. bruising 'on the left lower forearm just above the wrist', rather than 'on the arm'). Diagrams which explain family relationships, layouts of locations, or locations of injuries are helpful.
When making records, **do not:**

- Make value judgements about those involved
- Criticise those involved for their behaviours, attitudes, beliefs or actions
- Use jargon, slang, derogatory or negative language about victims or perpetrators
- Use abbreviations which are not explained
- Speculate or make assumptions about someone's explanations or actions.

Do use professional curiosity to tease out concerns instead.

Always record:

- The date and time of the incident
- The person's name, address and date of birth
- The nature of the allegation or incident and, if possible, the name, address, date of birth of any others involved, including the employer of anyone alleged to have caused the harm.
- ·Factual observations: visible injuries, the person's behaviour / physical / emotional state, etc.
- Exactly what they said, using their own words, and exactly what you said.

Their consent to share the information.
All actions you took, who you spoke to and all resulting actions so far. Include names, addresses and telephone numbers wherever possible.
Sign and date your record and store the information securely.

Consider whether a person needs adding to the Council's Cautionary Contacts list. If you feel that staff, councillors, volunteers, contractors or consultants may be at risk of harm from the person, seek advice from the Data Protection Officer.

Where there is a case file for the person, your record should be stored on their file. For every safeguarding incident, email a brief anonymised summary of the issue and all action taken to the Safeguarding Officer. Staff without IT access should telephone the Safeguarding Officer

Confidentiality and information sharing

Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a need-to-know basis only. It is extremely important that allegations or concerns are not discussed outside of the agreed reporting process, as any breach of confidentiality could be damaging to the child, young person, or vulnerable adult, to their family and any child protection, adult safeguarding or police investigations that may follow.

Informing the parents of a child or young person you have concerns about, needs to be dealt with in a sensitive way and should be done in consultation with children's services / police. Any individual under suspicion has the right to be notified about the cause for concern. It is important that the timing of this does not prejudice any investigation.

Recorded information (both paper and electronic) should be stored in a secure place, with access limited to officers named within the corporate safeguarding structure, in line with data protection laws.

If enquiries arise from the public (including parents) or any branch of the media, it is vital that staff, elected members, volunteers and anyone working for or on behalf of the Council are briefed as required so that they do not make any comments regarding the situation. The Designated Safeguarding Officer will be the designated spokesperson in the event of any public / media enquiries. In the absence of the Designated Safeguarding Officer, the query will be dealt with by another member of the Strategic Safeguarding Group.

Information Sharing: The Council is signed up to the Safer Lincolnshire Partnership Information Sharing Agreement, allowing full sharing of information between signatories, with the constraints of the GDPR. The Council is also signed up to specific information sharing agreements referring to Multi-Agency Risk Assessment Conference (MARAC), Anti-Social Behaviour Risk Assessment Conference (ASBRAC), Sentinel and Assisting Rehabilitation through Collaboration (ARC, previously IOM). These agreements are updated annually.

As partnership approaches develop, amended or create new case management forums or referral processes, information sharing will be considered.

Confidentiality and information sharing

The Seven Golden Rules of Information Sharing

1. Remember that the General Data Protection Regulation (GDPR), Data Protection Act 2018 and human rights law are not barriers to justified information sharing but provide a framework to ensure that personal information about living individuals is shared appropriately.

2. Be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.

3. Seek advice from other practitioners, or your information governance lead, if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.

4. Where possible, share information with consent, and where possible, respect the wishes of those who do not consent to having their information shared. Under the GDPR and Data Protection Act 2018 you may share information without consent if, in your judgement, there is a lawful basis to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information from someone, be clear of the basis upon which you are doing so. Where you do not have consent, be mindful that an individual might not expect information to be shared.

5. Consider safety and well-being: base your information sharing decisions on considerations of the safety and well-being of the individual and others who may be affected by their actions.

6. Necessary, proportionate, relevant, adequate, accurate, timely and secure: ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up-to-date, is shared in a timely fashion, and is shared securely.

7. Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.

Inter-Agency disputes and escalation policies

When working in the arena of safeguarding, it is inevitable that at times there will be professional disagreement. Whilst this is accepted, it is vital that such differences do not affect the outcomes for children, young people and vulnerable adults or detract from ensuring that they are safeguarded.

Disagreements could arise in a number of areas of multi-agency working as well as within single agency working, but are most likely to arise in relation to:

- **Criteria for referrals;**
- **Outcomes of assessments:**
- **Roles and responsibilities of workers;**
- **Service provision;**
- **Information sharing and communication.**

Having an Escalation Policy became a statutory requirement following a number of Serious Case Reviews.

If you are concerned or unhappy with the decisions or action/lack of action of another agency when referring a case or securing their involvement in supporting an individual, issues can be escalated through the Designated Safeguarding Lead or their Deputies, as they are required to challenge the managers within that partner agency by using the escalation policies set out by the LSCP or LSAB or other overarching body. The LSCP escalation policy can be found here.

If you feel that you need to use this process, please speak to the Designated Safeguarding Lead before making a referral.

Inter-Agency disputes and escalation policies

WHISTLE BLOWING

All staff, elected members, volunteers, key contractors and directly commissioned providers acting on behalf of the Council should use the Council's Corporate Feedback and Whistle blowing polices if they are concerned about how a safeguarding issue has been dealt with. The Council is part of a whistle blowing partnership: information is available through a confidential free-phone number 0800 0853716 or at whistleblowing@lincolnshire.gov.uk

The Council will always adhere to the procedures set out by the LSCP, LSAB or other overarching body in such event. In addition, the NSPCC Whistleblowing Advice Line offers free advice and support to professionals with concerns about how child protection issues are being handled in their own or another organisation. They can be contacted on 0800 028 0285 or by emailing help@nspcc.org.uk

AUDIT AND QUALITY ASSURANCE

As a statutory agency, District Councils are subject to a number of internal and external audits and quality assurance mechanisms to ensure compliance and effective practices in each of the areas covered by this policy and associated procedures. All audit recommendations will be integrated into the corporate safeguarding action plan. Regular reports will be made to the Corporate Management Team and Portfolio Holders.
An annual report will be provided to Governance and Audit Committee to provide assurance that the Council continues to be vigilant on safeguarding matters, fulfilling its legal duties. Ideas for improvement on response to safeguarding in any way, from changing the way we communicate through to adapting working practices, are always welcome. Feedback will always be taken on board and where we can make changes or improvements, we will do so. Initial suggestions can be emailed to safeguardingSELCP@e-lincdsey.gov.uk for further discussion.

Inter-Agency disputes and escalation policies

SAFER RECRUITMENT

It is the duty of employers to identify candidates who may be unsuitable for certain jobs, especially jobs that involve working with vulnerable groups such as children. The Human Resources team offers advice and support to the Council to enable relevant officers to make safer recruitment decisions in line with the requirements of the Disclosure and Barring Service (DBS). Council officers are responsible for the recruitment and management of staff within their service areas, but the Human Resources service provides support, guidance, and direction in terms of good practice and best approach.

MONITORING AND REVIEW

This Policy and its Procedures will be fully reviewed every three years and signed off by Cabinet / Executive Board. The Policy will also be reviewed on an annual basis and updated where appropriate. If a weakness is identified in procedures or if national guidelines change between reviews, the policy will be reviewed and revised by the Designated Safeguarding Officer and signed off by the Portfolio Holder, with the decision recorded and published via a Decision Notice. Changes to the policy or procedures will be communicated via management team and communication emails, with details placed on the intranet. Service Managers are responsible for ensuring the timely and accurate dissemination of information to their teams, supported by the corporate safeguarding group.

All policy revisions will be dated and recorded in the table below.

Version	Reason for change:	Amended by: (position & date)	Approved by: (position & date)	Published date:
1	Full 3 yearly review	Emily Spicer, Designated		
2	Rationalised over the SELCP	David Postle, Deputy	To be approved by each Council	

Appendix A

Internal Safeguarding Report Form can be accessed here;

SELCP Safeguarding Report Form

Appendix B

SELCP Safeguarding Policy: Useful Links

SELCP Safeguarding Report Form
SELCP Safeguarding Intranet Link
Children Act 1989
Care Act 2014
Working Together to Safeguard Children 2023: Statutory Framework
Report a safeguarding concern – Safeguarding reporting for the public - Lincolnshire County Council
Report a safeguarding concern – Safeguarding reporting for professionals - Lincolnshire County Council
Safeguarding Vulnerable Groups Act 2006

Appendix C

GLOSSARY OF TERMS

ARC	Assisting Rehabilitation through Collaboration
ASBRAC	Anti-Social Behaviour Risk Assessment Conference
BBC	Boston Borough Council
CSC	Customer Service Centre
DBS	Disclosure and Barring Service
ELDC	East Lindsey District Council
DSL	Designated Safeguarding Lead
DSO	Deputy Safeguarding Officers
GDPR	General Data Protection Regulation
LCC	Lincolnshire County Council
LSAB	Lincolnshire Safeguarding Adults Board
LSCP	Lincolnshire Safeguarding Children Partnership
MARAC	Multi-Agency Risk Assessment Conference
MCA	Mental Capacity Act (2005)
MSP	Making Safeguarding Personal
NCF	National Competencies Framework
NSPCC	National Society for the Prevention of Cruelty to Children
PSPS	Public Sector Partnership Services Ltd
SCR	Serious Case Review
SELCP	South and East Lincolnshire Partnership
SHDC	South Holland District Council
TAC	Team Around the Child
VAP	Vulnerable Adults Panel

2025
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2028

Thank You

For Your Attention

Phone
01507 601111

Website
www.e-lindsey.gov.uk

Email
safeguardingSELCP@e-lindsey.gov.uk

Office
Hub and Willow, East Lindsey District Council Mareham Road Horncastle LN9 6PH

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Report To:	Overview and Scrutiny Committee
Date:	2nd October 2025
Subject:	Budget Preparation 2026/27 - Approach & Process
Purpose:	To ensure that the Committee receives a thorough briefing on the system that the Council wishes to use in preparation of the 2026/27 Budget, is able to ask questions of the Section 151 Officer and able to gain assurance from the arrangements described.
Key Decision:	N/A
Portfolio Holder:	Councillor Sandeep Ghosh, Portfolio Holder for Finance and Economic Growth
Report Of:	Brendan Arnold, Interim Director of Finance (S151 Officer)
Report Author:	Brendan Arnold, Interim Director of Finance (S151 Officer)
Ward(s) Affected:	N/A
Exempt Report:	No

Summary

The Council has adopted a timetable for the research and preparation of its Budget for 2026/27 to deal with certain issues which have been noted in recent years. These include lack of time to prepare reports and insufficient time available to properly consider the means of balancing the annual Budget. The intended process for preparing and agreeing the Budget for financial year 2026/27 is described in this report with the ambition of introducing a system which is timetabled in detail, contains a greater level of thoroughness and through forward planning allows all stakeholders to execute the contribution to the outcome with greater confidence that the contributions have been understood, tested and adopted in such a way as to assure implementation. The report is provided to the Scrutiny function to assist understanding particularly of the Budget Scrutiny meetings planned for January 2026.

Recommendations

It is recommended that the Committee notes the report.

Reasons for Recommendation

The briefing and engagement with the Scrutiny function is an important part of the way risks are controlled in the preparation of the corporate budget for financial year 2026/27 and the associated Medium Term Financial Plan and Strategy.

Other Options Considered

In forming the attributes of the proposed budget preparation system outlined in this report various considerations have been fed into the design process. As such the characteristics of the system presented are based on best practice and rooted in characteristics that are (a) widely used in the local government sector and (b) used successfully in other councils.

1. Background

1.1. As part of a soundly organised system of budget preparation – which includes not only well executed technical aspects but also appropriate consultation with stakeholders – it is appropriate that the Scrutiny function receives a brief on the proposed system that will be used to organise, control and mitigate the several risks that are complicit with such a process. To this end the Committee is invited to consider whether it is assured that the system described will fulfil this requirement and if not to recommend additional aspects to assure that this aim is attained.

2. Review

2.1. In conversations with key stakeholders including Members of the 3 Councils, senior managers, members of the officer team who support or engage with the budget process and other key stakeholders, it is clear that aspects of the budget setting processes used in the Partnership in recent years may not have met the needs of all stakeholders in terms of their design, operation or consequence.

2.2. This presents an opportunity for enhancement and redesign in each Council. This report sets out how these issues can be handled using a methodology and process which has been developed over a number of years, is based on best practice and used successfully in a number of councils.

2.3 In discussions with consultees and stakeholders the proposals set out have attracted support and a strong impression has been received that the benefits set out in this report would be welcomed by those who operate and participate in the budget process. It is hoped that the discussion at this Committee will enrich and

enhance consideration of this topic area which is critical to the success of a key strategic process in this Council.

3.0 Existing Process: Key Risks and Issues

3.1 Overall, common threads have been cited in consultation with stakeholders including the prospect that;

a. Insufficient time has been afforded for preparation of reports and other budget materials.

b. Insufficient time has been afforded to prepare financial information accurately and to the requisite quality.

c. Reports have sometimes been received in a way that is not timely for the considerable number of meetings which are part and parcel of the process of balancing budgets in modern Local Government.

d. Generally (with some exceptions) there has been no pre-agreed and complete plan to balance corporate budgets and that some financial pressures have been resolved through pursuing efficiency targets in year with the consequence that not all financial pressures are removed on a recurring basis. This is essential if the Medium-Term Financial Strategy is to be balanced successfully.

e. The Council could consider whether there are means of enhancing consultation arrangements on budget proposals.

f. The role of the Scrutiny function is underdeveloped in the Council compared to the Audit & Governance function and that the Audit and Governance function might enhance its role and impact by focussing on the *systems* and *assurance* aspects of budget setting leaving the detailed review of budget proposals to the Scrutiny function.

4.0. Budget Setting & Risk Mitigation

4.1. More generally, in building upon the existing system the Council will wish to be mindful of and to mitigate the following risks.

Risk	Mitigation
Failure to scope financial shortfalls and plan for them	Budget Process 2026/27 and updating of the Council's Medium Term Financial Strategy (MTFS).
Failure to deliver savings proposals	Forward planning & new machinery including oversight by a refreshed Transformation Board.
Failure to make decisions	Allowing plenty of time and space and better quality information.

Inability to set a lawful Budget	Assembling information sets for Member consideration allowing plenty of time.
Adoption of unrealistic savings	Star Chamber (Support and Review) Panels will support managers, assist with the testing of assumptions and deliverability and impact of proposals.
The Budget Monitoring system fails	The budget monitoring system has allowed delivery close to or within overall budget targets in 2024/25.

5.0. Principles Underpinning Re-design

5.1. In response to and complementary to the feedback and insight noted above the following principles are set out for adoption to guide re-design of the budget setting process.

a. The process must be able to confront and respond to budget challenges using an open 'people centred' approach in terms of generating savings proposals and their consideration by Members.

b. The Audit & Governance function should focus on reviewing the *system* for producing a balanced Budget and Medium-Term Financial Plan; and

c. The Scrutiny function should be the main vehicle for *review and challenge* of the emergent budget proposals.

6.0. Budget Process: Key Elements

6.1. The overall process can be broken down into a number of key elements as shown in the table below:

Item	Element	Activity	Timing
A1	Preliminary	SLT, CMT and Informal Executive Boards briefed on financial position	Complete
A2	Research	Services propose any unavoidable budget pressures for addition to Budget and bring forward proposals for savings.	Inflight: for completion by end July 2025
A3	Support & Review	All proposals for additional pressures and savings are received supported & reviewed by Star Chamber (Support & Review) Panels	By end August 2025
B1	Selection & Reiteration	Portfolio Holders consider budget position	September through November 2025
B2	Assurance and Consultation	Audit Committees receive a report from the Section 151 Officer setting out the overall process so that the Committees can reach for assurance in the overall system used.	By end July 2025
B3	Consultation	Consultation on Internet sites commences, booking of engagements with the business community and voluntary sectors commences and specific consultations are launched for savings.	September through November 2025

B4	Balance	Sufficient work undertaken to enable preparation of material for First Cabinet/Executive Board Engagement.	By mid-December 2025
C1	1st Cabinet/Executive Board Engagement	Executive decisions made on early savings and resulting net shortfalls stated. Budgets referred to Scrutiny meetings in January 2026. Opportunity to present other reports for December Council: (select from HRA Budget, HRA Rent Setting, CTSS scheme changes & policy approvals, Council Tax Base setting et al).	By mid-December 2025
C2	December Council	Opportunity to present reports from December Cabinet/Executive Board (select from HRA Budget, HRA Rent Setting, CTSS scheme changes & policy approvals etc.)	December
C3	Settlement	Provisional Settlements received and Budget plans considered by Portfolio Holders before Christmas.	Last week before Christmas
C4	Scrutiny Review	Scrutiny Committees meet to receive Draft Budget Papers and make recommendations to Cabinet/Executive Board.	Mid to late January 2026
D1	January Council	Opportunity to present reports from December Cabinet/Executive Board (select from HRA Budget, HRA Rent Setting, CTSS scheme changes & policy approvals etc.) but in particular Council Tax Base if not already set.	January 2026
D2	February Executive Board	Executive Board receives recommendations from Scrutiny committee and refers final Budget packs to Council.	Mid to late February 2026
D3	February/March Council	Budget Council where GF Budget and Council Tax set.	Late February to early March; statutory deadline 11 March 2026

7.0. Conclusion

7.1. This report has set out the framework for Budget setting as the Council moves forward to address the challenges of balancing the Budget for financial year 2026/27 and the thoughts of the Committee are invited.

Implications

South and East Lincolnshire Councils Partnership

None.

Corporate Priorities

The budget needs to reflect the corporate priorities adopted by the Council.

Staffing

None.

Workforce Capacity Implications

None.

Constitutional and Legal Implications

The setting of a balanced budget for financial year 2026/27 is a statutory requirement for the Council and must be completed by 11 March 2026.

Data Protection

None.

Financial

The setting of the corporate budget needs to be undertaken within the appropriate financial constraints as advised by the section 151 Officer. As such, the process set out in this report needs to conclude with recommendation of a Draft Budget to Full Council that sits within those constraints. In recent years a wide range of councils have found that for various reasons, some local and some national, they have been required to address budget shortfalls on the annual budget journey. That is also the case for this Council in 2026/27 and the years following.

Risk Management

The report describes arrangements to mitigate the impact of a number of risks associated with budget setting and these are referred to in the report.

Stakeholder / Consultation / Timescales

The report sets out timescales for preparation of the Budget for 2026/27 and this includes consultation activities that may be needed.

Reputation

The setting of a balanced budget is important in confirming and enhancing the Council's reputation for provision of services using systems of good governance.

Contracts

None.

Crime and Disorder

None.

Equality and Diversity / Human Rights / Safeguarding

Equality impact assessments will be needed for cost reduction initiatives that are adopted into the Draft Budget 2026/27.

Health and Wellbeing

None.

Climate Change and Environment Impact Assessment

None.

Acronyms

Any acronyms used are explained in the report.

Appendices

None.

Background Papers

None.

Chronological History of this Report

None.

Report Approval

Report author:	Brendan Arnold, Interim Director of Finance (S151 Officer) Brendan.arnold@sholland.gov.uk
Signed off by:	Brendan Arnold, Interim Director of Finance (S151 Officer) Brendan.arnold@sholland.gov.uk
Approved for publication:	Councillor Sandeep Ghosh, Portfolio Holder for Finance and Economic Growth Sandeep.ghosh@boston.gov.uk

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Report To:	Overview and Scrutiny Committee
Date:	2nd October 2025
Subject:	Local Council Tax Support Scheme 2026/27 – Consultation
Purpose:	To update Overview and Scrutiny on the local Council Tax Support scheme, and seek views on the proposed options as part of the consultation process for the 2026/27 scheme.
Key Decision:	No
Portfolio Holder:	Councillor Sandeep Ghosh, Portfolio Holder for Finance and Economic Growth
Report Of:	Brendan Arnold, Interim Director of Finance (S151 Officer)
Report Author:	Sharon Hammond, Head of Revenues and Benefits
Ward(s) Affected:	All
Exempt Report:	No

Summary

Council Tax Support provides financial assistance through a reduction in Council Tax bills for households on a low income or receiving certain benefits.

The Council is required to review its local Council Tax Support scheme each year and consult on its scheme proposals for the forthcoming year. Pension age residents are regulated by national rules in England and are not affected by any changes in this review.

This report provides an update on the current scheme and, having regard to the financial pressures on the council, sets out the options that are being consulted upon for the Boston Borough Council working age Council Tax Support scheme for 2026/27.

Recommendations

That Overview and Scrutiny Committee provide their views to Cabinet on the 2026/27 Council Tax Support scheme options

Reasons for Recommendations

To help inform the Council Tax Support scheme for 2026/27, as part of the consultation process.

Other Options Considered

None.

1. Background

1.1. This report updates Members on the performance of the Current Council Tax Support (CTS) scheme and provides details of the options being consulted on for 2026/27.

1.2. The scheme for pensioners continues to be prescribed by Government and allows up to 100% support against Council Tax liability. The Council has no power to change the level of support for pensioners. This annual review, and consultation, relates only to Working Age claimants.

1.3. Boston's current scheme provides for a maximum of 100% support for households with children and 75% for other households.

1.4. Since its introduction in 2013 some changes have been made, including restriction to Band D Council Tax liability, and the introduction of a class for Care Leavers. As part of the fundamental review carried out last year, the level of support for working age claimants was increased, and the council also made changes to other elements of the scheme including standardising the non-dependant deduction rate, introducing a minimum weekly level of support, and reducing the upper capital limit.

2. 2025/26 Current Scheme Expenditure and Caseload

2.1 For the current year it is estimated that £4.9m in Council Tax Support will be granted under the current scheme for both pension age (£2.3m) and working age (£2.6m).

	Total Claims	**2025/26 CTS Expenditure**

		£
All Groups	**4,542**	**4,927,879**
Elderly	1,974	2,291,080
Working Age	2,568	2,636,799

2.2 This council meets around 13% of the cost of the scheme, (£656m) with the remainder being met by precepting authorities, Lincolnshire County Council and Lincolnshire Police and Crime Commissioner. The cost of Council Tax Support is shared across major preceptors as part of the collection fund accounting process:

CTS 2025/26	BBC	LCC	PCC
£4,927,879	£655,901	£3,558,914	£713,064
	13.31%	*72.22%*	*14.47%*

3. Establishing a Council Tax Support scheme for 2026/27

3.1 For each financial year, the billing authority must consider whether to revise its scheme or replace it with another scheme. Council Tax Support schemes cannot be changed mid-year.

3.2 The Local Government Finance Act requires that before a scheme can be adopted by the billing authority, it must: -

- Consult any major precepting authority which has power to issue a precept to it,
- Publish a draft scheme in such manner as it thinks fit, and
- Consult such other persons as it considers are likely to have an interest in the operation of the scheme.

4. 2026/27 Scheme Options for Consultation

4.1 Boston BC faces considerable challenges to produce a balanced budget for 2026/27, and work is underway to identify how the level of saving required can be achieved.

4.2 Whilst the intention was to review the new CTS scheme after it had been in operation for a full financial year, a review of the level of support offered through this scheme is now brought forward for consideration as part of the council's wider range of savings proposals. Council tax support schemes must be affordable.

4.3 At its meeting on 17th September, Cabinet decided to consult on the following options: -

Option 1. To retain the current maximum level of support for Households with Children 100% and Other Households 85% and find savings elsewhere.

Option 2. To reduce the maximum level of support to households with lone parents to 90%, for households with couples and children 80% and all other households 75%. The potential saving for BBC would be £45k. The average increase in Council Tax payable by affected households would be around £2.50 per week (£132 per year).

Option 3. To reduce the maximum level of support to households with lone parents to 90%, for households with couples and children 80% and all other households 70%.

The potential saving for BBC would be £57k. The average increase in Council Tax payable by affected households would be around £3.20 per week (£167 per year).

4.6 Whilst any reduction in support will contribute to the council's overall budget position, this decision will place a further requirement on low income / benefit households to pay a higher percentage of their Council Tax liability. As a result, higher levels of non-payment and escalation of debt may be expected, in turn increasing the requirement for bad debt provision.

5. Conclusion

5.1. The need for Boston to reach a balanced budget for 2026/27 means that all areas of expenditure need to be explored. By consulting on these options, Cabinet will be able to make an informed final recommendation to Full Council in respect of the scheme for 2026/27.

Implications

South and East Lincolnshire Councils Partnership

None

Corporate Priorities

None

Staffing

None

Workforce Capacity Implications

None

Constitutional and Legal Implications

The authority is required to make its Local Council Tax Support Scheme, including any revised or replacement schemes, in accordance with the Local Government Finance Act 1992.

Data Protection

None

Financial

There are no direct financial implications as a result of this report. Following consultation, Cabinet will consider all feedback to help inform its final scheme recommendation to Full Council.

During the autumn of 2025 the Council will be considering how to balance the 2026/27 Budget and will be considering in due course a range of proposals in order to achieve this.

Some of the options described in this report are capable of contributing savings should this be required, but only after a broader review of budget options has been considered.

Risk Management

None

Stakeholder / Consultation / Timescales

Consultation is being carried out with major preceptors and other interested parties.

Reputation

In 2024/25 BBC decided to increase the maximum level of support available under its Council Tax scheme with the intention for the next review in 2026/27 with any changes to be implemented in 2027/28.

The financial circumstances faced by the council has meant a review of the scheme costs is needed sooner than anticipated.

As a result, this may reflect on the reputation of the council.

Contracts

None

Crime and Disorder

None

Equality and Diversity / Human Rights / Safeguarding

The Council Tax Support scheme continues to be delivered on the basis of the DWP's previous means tested Council Tax Benefit scheme regarding protection for vulnerable groups, including children and the disabled. The options for consultation do not change this approach.

Health and Wellbeing

None

Climate Change and Environmental Implications

None

Acronyms

CTS – Council Tax Support
UC – Universal Credit
DWP – Department for Work and Pensions

Appendices

Appendix 1	Consultation Survey

Background Papers

None

Chronological History of this Report

A report on this item has not been previously considered by a Council body.

Report Approval

Report author:	Sharon Hammond, Head of Revenues and Benefits, sharon.hammond@pspsl.co.uk
Signed off by:	Brendan Arnold, Interim Director of Finance (S151 Officer) Brendan.Arnold@sholland.gov.uk
Approved for publication:	Councillor Sandeep Ghosh, Portfolio Holder for Finance and Economic Growth Sandeep.ghosh@boston.gov.uk

COUNCIL TAX SUPPORT SCHEME CONSULTATION

We are asking for your views on our proposed Council Tax Support Scheme (CTS) for 2026/27

Introduction and Background

Council Tax Support provides financial assistance to people on low incomes through a reduction in the Council Tax bills.

Every year, the Council reviews the scheme for working-age applicants in the area to determine if any changes are needed.

Pensioners are not affected by changes to the local scheme, as the rules for those of pension age are set by Central Government.

Boston's scheme for working-age applicants is means-tested, with special consideration for vulnerable groups, including families with children, individuals with disabilities, and those with caring responsibilities. Presently, the scheme provides financial assistance to War Disablement Pensioners, War Widows, War Widowers, and Care Leavers and there are not plans to change these arrangements.

Current Scheme

From April 2025, the Council has offered a scheme that provides up to 100% of Council Tax Support for working-age households with children and up to 85% for households without children.

Currently, the scheme supports around 2,568 working age and 1,974 pensioner households, at a cost of approximately £4.9 million annually.

Considerations for 2026/27 scheme

The Council is currently facing considerable financial challenges to produce a balanced

budget for 2026/27 as it is required to do by law. At the same time, we recognise how important Council Tax Support is for some households in our community. Through this consultation, we want to hear your opinions on the options that are set out below. Your feedback will help the Council make a decision later in the year.

Closing date for submission of responses is 8th November 2025.

Please read each question and give your response by placing a tick in the appropriate box.

Should the Council? (please select one option only from the list below)

○ **Option 1:** Retain the current maximum level of support for households with children at 100% and other households at 85% and find savings elsewhere

○ **Option 2:** Reduce the maximum level of support to 90% for lone parents, 80% for couples with children and 75% for all other households.

○ **Option 3:** Reduce the maximum level of support to 90% for lone parents, 80% for couples with children and 70% for all other households

○ **Option 4:** None of the above

If you have any comments to make, please do so in the box below

Report To:	Overview & Scrutiny Committee
Date:	2nd October 2025
Subject:	Update on Plan for Neighbourhoods
Purpose:	To provide an update on work done so far to develop a new Regeneration Plan and Investment Plan for Boston for submission as per Government guidance.
Key Decision:	No
Portfolio Holder:	Councillor Mike Gilbert, Deputy Leader of the Council
Report Of:	Pranali Parikh, Director of Economic Development
Report Author:	Jon Burgess, Programme Manager (Economic Development)
Ward(s) Affected:	All Boston Town Centre Wards
Exempt Report:	No

Summary

This report provides an update on the Plan for Neighbourhoods (formerly known as Long Term Plan for Towns) for Boston.

Recommendations

That the Committee notes:

- The progress made so far for preparing the submission to the Government for Plan for Neighbourhood;
- The extent of consultation and engagement with communities and businesses and outcome of this work identifying key priorities; and
- Next steps for submission and delivery of the approved Plan.

Reasons for Recommendations

The preparation and submission of the Plan for Neighbourhood is an excellent opportunity to shape and influence the future of Boston town centre by working with local communities and businesses. The Neighbourhood Board is tasked with preparing the Plan in accordance with Government guidance. Boston Borough Council is the accountable body for the funding received from the Government and hence has a significant role to play in influencing the Plan. The Council will also play an important role in enabling and facilitating the function of the Board as well as delivery and monitoring the benefits of the Plan.

Other Options Considered

It is not considered appropriate for the members of this Committee to not have input in this key strategic document shaping the future of Boston Town Centre.

1. Background

1.1 Boston was originally selected by the previous government to be a recipient of funding through the 'Long-Term Plan for Towns' (LTPFT) programme, and the 'Town Board' was instructed to submit a Long-Term Plan by 1 August 2024 to the Government. As per the announcement Boston was to receive £2m every year for 10 years for investment into the town following the submission and approval of the 'Plan'. In line with Government guidance issued, the Boston Town Board approved the development of a draft investment plan at their Board meeting in July 2024. The plan had been informed via a bespoke programme of community consultation and engagement undertaken from May to July 2024. It was also closely aligned with the Council's broader work around the Town Centre Strategy for Boston.

1.2 In March 2025, the Government published a new Plan for Neighbourhoods prospectus which delivered on the announcement within the Autumn Budget Statement that the previous administration's Long-Term Plan for Towns funding would be retained and reformed into a new regeneration programme. The new prospectus has amended the focus of the previous programme to prioritise three key themes of:

- Thriving Places, Revitalizing areas with better amenities & high-quality infrastructure
- Stronger Communities: Rebuilding relationships and fostering a sense of belonging
- Taking Back Control: Empowering local people to shape their community's future

1.3 By 28th November 2025, the Council is required to have submitted and agreed a 10-year vision and initial 4-year investment plan for Boston setting out how this will deliver in the interests of local people to improve the physical and social infrastructure of their community.

1.4 The total funding allocation remains as up to £20million of new investment over a ten year delivery period. The proposed split of the delivery grant funding is to be allocated on a 75% capital and 25% revenue basis. A separate capacity funding revenue pot has also been made available as a non-ringfenced grant to enable local areas to embed the necessary governance structures and build local capability to be ready to hit the ground running from April 2026.

1.5 It is intended that the submission of the final Plan for Boston will be brought to a future meeting of the Cabinet before the 28th November to authorise and approve the submission into MHCLG that will release the delivery funding from April 2026.

1.6 Boston is already benefitting from major regeneration programmes delivering multiple projects across the town centre, such as:

- Town Deal: £21.9m
- Levelling Up Fund: £14.8m
- Levelling Up Partnership Fund - £17m
- UKSPF & REPF: £2.62m

Plan for Neighbourhood interventions must demonstrate additionality, complementing but not duplicating these schemes.

2. The role of the Council and the Town Board

2.1. The membership and priorities of the Boston Town Board were reviewed at a workshop in March 2025 to ensure the Board is suited and fit for purpose for preparation of the Plan. The Board will be responsible for providing input, steer and oversight of the preparation and delivery of the Plan. The current Town Board membership is set out at Appendix 3 and will be subject to ongoing review.

2.2. The Council is the accountable body and will have responsibility for overall delivery, engagement with the Board, ensuring that public funds are distributed fairly and effectively, and that funds have been managed in line with the Nolan Principles and Managing Public Money principles. The Council will also be responsible for compliance with legal responsibilities in relation to subsidy control, state aid and procurement.

2.3. Councils are required to consult with the Town Board on their preference for using the capacity funding available, which could include.

- establishing and running the Town Board, including any process to establish the board as a charity, community interest company, or other bottom-up organisational model, to sustain long-term investment
- performing community engagement, which could include passporting money directly to voluntary and community sector groups to assist with engagement
- developing Regeneration Plans
- securing advice and expertise for Town Boards for the technical elements of plan development and delivery
- ensuring capital and infrastructure interventions can hit the ground running, for example, by kickstarting the planning application process, securing architectural plans and obtaining legal advice, or any other activity that councils and boards consider will progress their plans

2.4 Under the PfN Governance & Boundary Guidance, the Board must include diverse, non-elected membership (e.g., from local businesses, faith communities, voluntary groups), with a clearly defined Chair (non-elected person of local standing).

3. Community engagement and co-production

3.1. The Boston Town Board is committed to engaging local people in the development and delivery of plans for Boston, ensuring that they are supported and empowered to have their say. The engagement approach is guided by the principles of being inclusive, creative, empowering, listening, and easy to access.

3.2. During June–August 2025, the Board delivered a multi-layered engagement programme under the Let's Talk Boston banner. This built on previous consultation work and sought to ensure robust and meaningful input from residents, businesses, and community groups.

3.3. Key elements of engagement activities included:

a. Boston College Consultation – engagement at Futurefest (careers festival) and Sparkfest (50th anniversary), with 120 young people engaged at Futurefest and 449 participants of all ages at Sparkfest. Young people were trained and supported as community interviewers.
b. Let's Talk Boston Surveys:
    - General survey (338 responses), translated into nine languages and available online.
    - Incentivised freepost leaflet survey (responses still being returned).
    - Dedicated youth survey (70 responses) in partnership with Boston Youth Hub, supported by on-site iPads.
    - Events Programme – consultation at Boston Community Day, Craft Market, Pride, weekly Market, and Teenage Market, reaching a broad cross-section of residents, traders, and businesses
c. Community-led Engagement – Board supported community groups to lead engagement using a funded toolkit. Highlights include:
    - Boston Lithuanian Community (drop-in sessions, art workshops, translated surveys – 26 Lithuanian and 24 Russian returns to date).
    - Boston Mosque (survey promoted at Friday prayers, with iPads provided).
    - Boston Youth Hub (graffiti wall and digital engagement).
    - Boston Centrepoint (art workshops to capture views).
d. Online and media campaign generated significant awareness
    - 77,509 Facebook views, 16,080 reach, and 742 link clicks during July–August.
    - Paid web banners generated over 270,000 impressions.
    - Press releases, Chair's Updates, and Boston Vibe coverage amplified reach
e. Stakeholders' workshops – From September to November and beyond there will be a series of thematic and other stakeholder workshops to ensure each plan is embedded in local ecosystems, has broad and meaningful opportunities for stakeholders across public, private and VCFSE to shape, guide and comment upon emerging priorities and proposals.
    Workshops planned and delivered so far include:
    - Strategic Workshop with Boston Town Board Members
    - Safety and Security planned for the week commencing 6th October
    - Town Centre Improvement also for the week commencing 6th October

    Future workshops in the planning phase but with dates to be determined are:

- Pride in Place/A Brand for Boston
- Health & Wellbeing
- Employment, Skills & Learning

3.4. Reach & Impact.

- Over 1,000 pieces of feedback collected to date, with further freepost surveys still being returned.
- Strong youth voice, achieved through collaboration with Boston College and Youth Hub, alongside participation at youth markets.
- Inclusive engagement ensured via translation of surveys, collaboration with migrant and faith groups, and targeted outreach
- Priorities identified by the Board following collation of comments received from the engagement activities highlighted above:
  - Safety and Security
  - Town Centre Improvement
  - Boston 2030

3.5. Together these provide a clear “road map” for the next stage of engagement and plan development. The programme team is now focused on deepening insight through focus groups and thematic workshops, while continuing to embed co-production and ensure that Boston’s PfN plan is genuinely community-owned.

4. **Next steps:**

4.1 Internal workshops and community engagement point to several early priorities:

- Town Centre Vitality – public realm, shopfronts, markets, wayfinding signage, support for events
- Community Infrastructure – building on recent UKSPF investment to support community led efforts to build capacity and resilience.
- Safety & Perceptions – tackling anti-social behaviour and crime, particularly in the town centre.
- Pride in Place & Culture – festivals, Boston 2030, stronger and safer night-time economy offer

4.2 The Board is working with appointed consultants to prepare the 10 year vision of the Regeneration Plan and the four year investment plan to meet the priorities emerging from the consultation in conjunction with the challenges faced by the community as highlighted in the data packs shared by the Government.

4.3 The regeneration and investment plan will identify key interventions for investment (both capital and revenue), phasing of delivery over the next ten years and delivery mechanisms where appropriate.

4.4 The Plan for Neighbourhoods prospectus provides a long list of pre-approved interventions for delivery. Where the final Regeneration Plan for Boston includes any projects linked to these ‘on-menu’ interventions they will not be subject to any further assessment or approval from Government. They may however still require the use of

local capacity funding to progress the necessary design and feasibility to ensure effective delivery.

4.5 It is to note that the guidance is clear that localities retain significant flexibilities to respond to challenges and opportunities as they arise across the 10-year funding programme. The guidance further supports flexibility on the content of the submission, enabling each Plan to be as specific or indicative as decided by the Neighbourhood Board. In many cases it is expected that each plan will contain a smaller set of costed projects with the remainder of the allocation over the first 4 years to be indicative allowing Neighbourhood Boards, and their respective Local Authorities, to further co-produce projects post-submission.

4.6 The Government has set a deadline of 28th November 2025 for the submission of the updated Regeneration and Investment Plan for all towns. The first tranche of delivery funding is to be released from 1st April 2026. The Town Board and Council will agree a final draft plan for submission before the 28th of November 2025.

5. Conclusion

5.1 The Plan for Neighbourhoods programme provides an opportunity for the Council, in consultation with the Town Board, to secure additional new investment of up to £20million for Boston over a ten year period.

5.2 The development of the Regeneration Plan is supported by the provision of a dedicated revenue capacity funding pot, which forms part of the overall grant award for Boston.

5.3 All funding expenditure will be managed in accordance with the relevant contract and financial procedures of the accountable body and in line with all current and subsequent policy guidance from MHCLG.

5.4 A further report is anticipated once a draft plan is ready to be considered by Cabinet to agree as the final submission for Boston to release the delivery funding from MHCLG.

Implications

South and East Lincolnshire Councils Partnership

The Plan for Neighbourhoods supports several direct Council ambitions and priorities around delivering improved lives for our local communities by increasing opportunities to bring people together and improving facilities to ties through improved social cohesion and economic growth. Whilst the funding is limited to the agreed intervention boundary for Boston (Appendix 2), Skegness and Spalding are also approved towns for the same funding. Wherever possible the Council will seek to achieve value for money by aligning resources to address any common or consistent themes across the three towns which the respective community consultation identifies.

Corporate Priorities

The Plan for Neighbourhoods programme provides the opportunity for services to deliver additional benefit in the approved towns under the agreed themes and proposed interventions. Service Managers will be consulted as part of the development phase.

Staffing

Additional project management resource is secured to support the team in delivering this significantly increased level of work.

Workforce Capacity Implications

The delivery of the Plan may require additional capacity within the teams. Capacity implications of any actions included in the regeneration plan will need to be considered and monitored on ongoing basis.

Constitutional and Legal Implications

The Council will act as the accountable body for the funds with responsibility for ensuring that public funds are distributed fairly and effectively, and that funds have been managed in line with the Nolan Principles and Managing Public Money principles. The Council will also be responsible for compliance with legal responsibilities in relation to subsidy control, state aid and procurement.

As an accountable body, the Council must comply with the Subsidy Control Act 2022 when administering public money under the programme. Accountable bodies should familiarise themselves with the Subsidy Control Act, and the statutory guidance which is updated periodically.

The Council may need to recover funding from project deliverers where subsidy control or state aid law has not been complied with.

The Council will be responsible for ensuring that all funding is managed in accordance with relevant public contract regulations.

Data Protection

Any exchange of data and information with Town Board and other partners will be subject to data protection regulations.

Financial

Taking on accountable body status for the Plan for Neighbourhoods (PfN) programme would mean Boston Borough Council becomes responsible for receiving, holding, and distributing the grant funding, ensuring that it is spent in line with government requirements. This role brings oversight and governance responsibilities similar to those the Council already exercises for other major external funds such as the Levelling Up and Towns Fund. It is anticipated that staffing and administrative costs may be met through the programme's management allowance, although if this proves insufficient, the Council may need to draw on existing resources.

The main financial risk relates to potential clawback of funding if ineligible expenditure is identified. Strong due diligence, audit, and monitoring arrangements will therefore be essential to mitigate exposure. On balance, provided adequate safeguards are maintained, the accountable body role should not create a net cost to the Council and will enable Boston to ensure PfN resources are effectively directed towards local priorities

Risk Management

The key risks to be managed in the process of the submission of the Regeneration Plan are:

1. Capacity - to prepare the Regeneration Plan in compliance with the guidance and in timescales prescribed by the Government.
2. Inclusive engagement - Boston communities from all quarters have an opportunity to influence the Regeneration Plan.
3. Partnership - relationship between the Council, the Town Board and partners is constructive and collaborative to maximise the benefits of the community.
4. Deliverability - the Regeneration Plan is aspirational and deliverable to ensure the desired outcomes are achieved.
5. Accountability – the Council as accountable body is responsible for compliance to a range of issues as identified in the legal implications above.

Stakeholder / Consultation / Timescales

The Town Board membership was reviewed in March 2025 in alignment with the priority themes of the Plan for neighbourhood. The Deputy Leader of the Council, Cllr Mike Gilbert, sits on the Town Board for Boston. Engagement with stakeholders and communities is part of the programme of activities that the Town Board is leading in preparation of the Plan. The main body of the report provides detailed discussion of stakeholder engagement undertaken to date and of further scheduled activities. The guidance for PfN makes clear that Board are expected to undertake stakeholder engagement and consultation across the full 10-year funding period to ensure Plans are aligned to emerging priorities. There will be Member Briefings during October 2025 to provide members with assurance as well as an opportunity to shape and steer the submission.

Reputation

None arising from this report

Contracts

All contracts for the use of capacity fund will be in accordance with the Council’s financial procedural rules and the contract procedure rules.

Crime and Disorder

Safety and security is one of the key themes as part of the Plan.

Equality and Diversity / Human Rights / Safeguarding

Equality, inclusivity and accessibility are key principles for the preparation of the Plan.

Health and Wellbeing

Health and Wellbeing is one of the key priority themes for the Plan.

Climate Change and Environment Impact Assessment

None arising from this report

Acronyms

MHCLG – Ministry of Housing, Communities and Local Government
FY - Financial Year

Appendices

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

Appendix 1 Funding Profile
Appendix 2 Boston Intervention Area
Appendix 3 Current Town Board membership

Background Papers
Links to the guidance published to date on the new prospectus are provided below:

- Plan for Neighbourhoods: prospectus - GOV.UK
- Plan for Neighbourhoods: pre-approved interventions - GOV.UK
- Plan for Neighbourhoods: list of powers - GOV.UK
- Plan for Neighbourhoods: governance and boundary guidance - GOV.UK
- Plan for Neighbourhoods: Regeneration Plan guidance - GOV.UK

Chronological History of this Report

A report on this item has not been previously considered by a Council body

Report Approval

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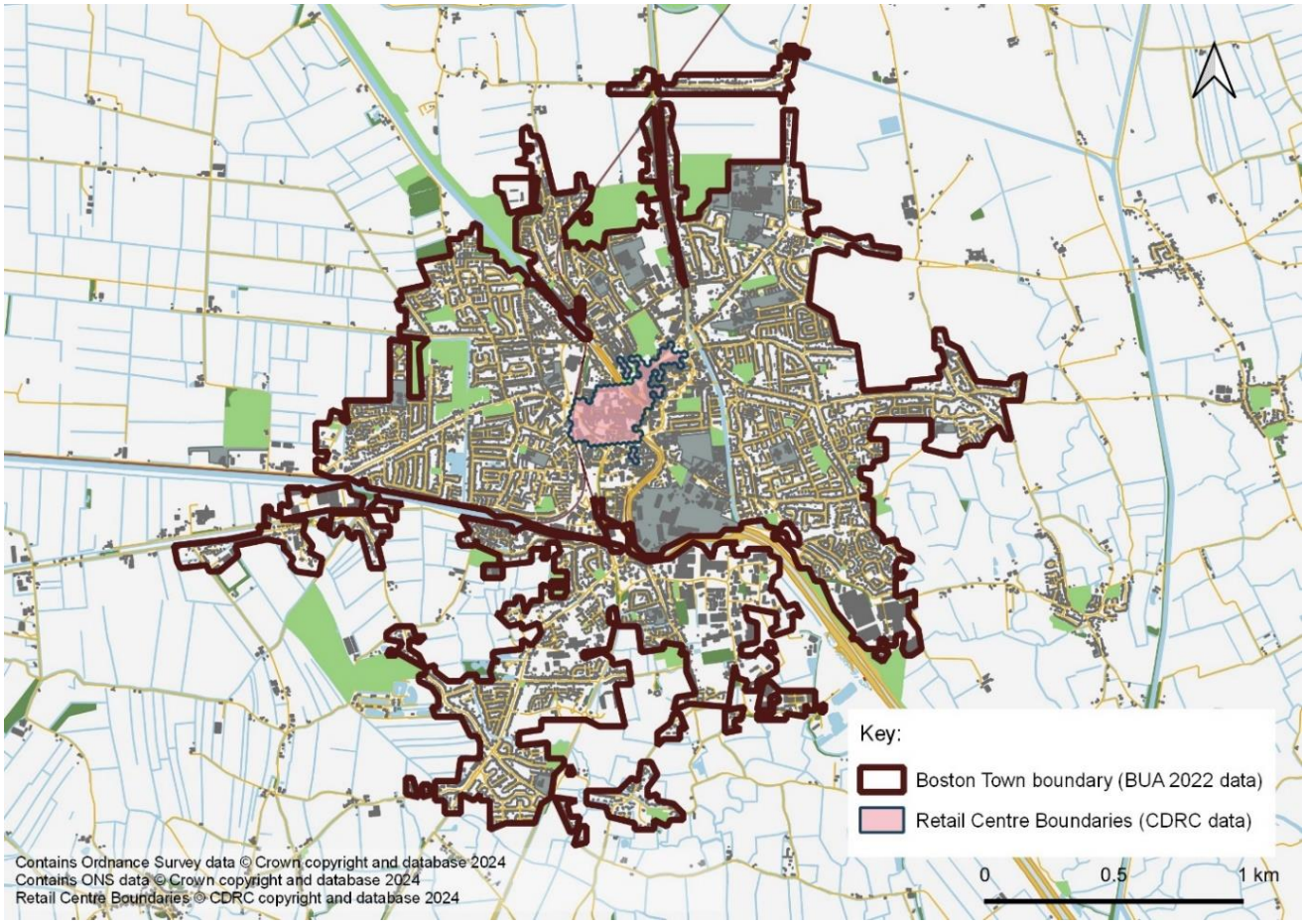
Appendix 1: Plan for Neighbourhoods Funding Profile (as per Government prospectus)

Grant type	Previous Years	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36	Total
Revenue funding (capacity)	**250**	**200**	150	0	0	0	0	0	0	0	0	0	600
Revenue funding (grants)	0	0	232	256	432	432	432	432	437	450	450	450	3,999
Total revenue funding	**250**	**200**	382	256	432	432	432	432	437	450	450	450	4,599
Capital funding (grants)	0	0	360	1,736	1,605	1,605	1,605	1,605	1,605	1,605	1,605	1,605	14,936
Total	**250**	**200**	742	1,992	2,037	2,037	2,037	2,037	2,042	2,055	2,055	2,055	19,535

For noting: there are some minor anomalies in the funding totals published by Government due to rounding errors.

Bold: funding received
Green: the Plan for Neighbourhoods submission for Boston must include an investment plan for the first four years of delivery

Appendix 2: Boston Intervention Area



Appendix 3: Current Town Board Membership (revised March 2025)

Mandatory Roles (as per MHCLG guidance)		
Independent Chair	Jo Brigham	
Leader of Boston Borough Council	Cllr Dale Broughton	Deputised by Mike Gilbert, Deputy Leader
MP	Richard Tice MP	
Police & Crime Commissioner	Mark Jones	
Proposed Theme Leads (in line with Plan for Neighbourhoods prospectus)		
Safety & Security	Inspector Ian Cotton	Lincolnshire Police
Housing	Neil Kempster	Chestnut Homes
Arts, Culture and Heritage	Tracy Stringfellow	Heritage Trust Lincolnshire
Visitor Economy	To be confirmed	
Education and Skills	Claire Foster	Boston College
Health and Wellbeing	Jacqui Bunce	NHS
Sport and leisure	Emma Tatlow	Active Lincolnshire
Community (interest groups)	Alison Fairman Jurate Matulioniene	 Eastern European Group
Community (cohesion)	Abdul Hamid Qureshi	UKIM Boston Mosque
Community (young people)	New Youth Group being set up via community leaders	
Community (voluntary and charity)	Richard Tory David Fannin	Boston Big Local CVS
Physical Infrastructure	To be confirmed Sandra Dowson	Lincolnshire County Council One Public Estate
Work and Productivity	Simon Beardsley Andy Lawrence	Lincolnshire Chamber of Commerce Port of Boston
Town Centre	To be confirmed	Town Centre Forum

Report To:	Overview & Scrutiny Committee
Date:	2nd October 2025
Subject:	Review of HR Policies - Pensions & Pensions Discretions Policy
Purpose:	To seek Overview & Scrutiny Committee's views on the proposed HR policy (Pensions & Pensions Discretions Policy) prior to report to Council.
Key Decision:	N/A
Portfolio Holder:	Councillor Dale Broughton, Leader of the Council
Report Of:	James Gilbert, Assistant Director – Corporate
Report Author:	Rachel Robinson, Group Manager – Organisational Development
Ward(s) Affected:	N/A
Exempt Report:	No

Summary

HR policies require regular review to ensure they are within the legal framework and reflect best practice. This report brings forward the Pensions & Pensions Discretions Policy for review. The Policy has been developed by Public Sector Partnership Services, as the Councils' HR provider; with input from a Readers' Panel consisting of Officers and Trade Union Representatives (Local and Regional). The Readers' Panel has confirmed that operationally the policy is practical to implement.

The Policy will require approval at Council post Overview & Scrutiny Committee.

Recommendations

That the Panel considers the Policy and provides feedback and comments.

Reasons for Recommendations

HR policies need to be regularly updated to ensure they reflect best practice and are within the legal framework. This review has provided the opportunity to seek consistency in HR policy across the Partnership. This recommendation ensures the Panel has the opportunity to input into the final policy prior to consideration by Council.

Other Options Considered

None

1. Background

1.1 It is important HR Policies are regularly reviewed to ensure they remain appropriate, reflect legislation and best practice and enable the Head of Paid Service to effectively manage the workforce.

2. Report

2.1 Having a single set of shared HR Policies will ensure consistency and simplify the way the Partnership's workforces are managed. There is also a benefit to Public Sector Partnership Services of a single HR policy set for each of the three Councils as it means rather than HR advisors administering three different policy sets, they only need to administer one.

2.2 This report brings forward a Pensions and Pension Discretions Policy (Appendix A) which outlines the Councils approach to administering the Local Government Pension Scheme (LGPS) and the application of employer discretions in accordance with statutory requirements.

2.3 The LGPS is governed by a series of regulations, including the LGPS Regulations 2013 and the LGPS Transitional Regulation 2014. Employers participating in the LGPS are legally required to prepare, publish and keep under review a written policy statement on how they will exercise certain discretionary powers under these regulations.

2.4 The policy, as presented at Appendix A, has been reviewed by an internal Reader's Panel of officers from across the Partnership, trade unions and the Senior Leadership Team. The policy has their support.

2.5 The tables below provide a summary of the mandatory discretions that an employer must have, and recommended non-mandatory discretions, the current provision and the recommendations as covered by the Policy.

The following discretions are mandatory:

Discretion	Regulation	BBC Current Policy (Dec 2015)	Recommendation
Whether, how much, and in what circumstances to contribute to a Shared Cost APC scheme This discretion is whether the council contributes to some or all of the purchase of additional pension by an active member, either by regular contributions or lump sum. Where a council contributes to some of the purchase, this is often known as a shared cost APC (SCAPC). Employers can choose to contribute to the cost of Additional Pension Contributions purchased by an employee. Note: This does not include instances where the employee is paying for lost pension via an APC where the election was made in the first 30 days (or longer if the employer allows) – in this circumstance the employer must pay two-thirds of the cost of such purchase there is no discretion (R15(5).	R16(2e) & R16(4d)	The council does not consider contribution to APC to be an essential part of its employment strategy. The council has chosen not to adopt this discretion.	The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis except where required under R15(5) Rationale to manage financial exposure while supporting employees. The council will take into account any financial implications. The cost of this would fall on the employer so expectation is this discretion will only be exercised in exceptional circumstances and would be subject to any current maximum annual value set by LGPS or HMRC.
Award of Additional Pension: Whether to award additional pension (of up to £8,903* pa at 1 April 2025) to; an active member, or within 6 months of ceasing to be an active member on the grounds of redundancy or business efficiency. *this figure is revalued annually	Regulation 31	This council has chosen not to adopt this discretion.	The council will not exercise this discretion due to financial implications.
Whether to allow Flexible Retirement: Employers can allow employees aged 55+ to draw pension benefits while continuing to work (with reduced hours or grade) .	Regulation 30(6) Regulation 11(2)	Separate policy: Yes **Hours:** Reduction in hours should be min of 40% for both FT and PT staff.	The Council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial and operational implications. Requests will only be considered where the reduction in hours would

Employers must decide whether to allow this.		Grade: The employee should normally identify a suitable lower graded post – at least 2 equivalent grades reduction. Approved by CMT	result in at least 30% reduction in gross pay and or a reduction of at least a grade. This discretion may only be used where the employing department can demonstrate that there is no adverse impact to services.
Flexible Retirement - Whether to allow the member to choose to take a. part or none of the pension benefits they built up after 31 March 2008 and before 1 April 2014, and / or b. all, part or none of the pension benefits they built up after 31 March 2014	Reg (30 (8)	This council has chosen not to adopt this discretion.	The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications. The cost of this would fall on the employer so expectation is this discretion will only be exercised in exceptional circumstances
Whether to waive, in whole or in part, any actuarial reductions which would otherwise be applied to the benefits taken on flexible retirement before Normal Pension Age In such cases, pension benefits will be reduced in accordance with actuarial tables unless the employer waives the reduction either fully or in part - the cost of waiving any actuarial reduction, in whole or in part, would have to be met by, and paid to the Pension Fund by, the Scheme employer. Please be aware, if you allow members to retire under flexible retirement, and they meet the 85 year rule between the ages of 55 and 60, there may be a cost to the employer as there is no option to switch the 85 year rule off in this instance.	R 30 (8)	This Council has chosen not to adopt this discretion.	The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications. The cost of this would fall on the employer so expectation is this discretion will only be exercised in exceptional circumstances
Whether to waive, in whole or in part, any actuarial reductions on benefits which a member voluntarily draws before normal pension age (excluding flexible retirement). This employer may waive reductions on either: • compassionate grounds	Regulation 30(8), TP3(1), TPSch 2, para 2(1), B30(5) and B30A(5	This Council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account financial implications. The council will consider applications made under this Reg having regard to the	The Council will typically only exercise this discretion if: • It is in the financial or operational interest of the employer. • There are compassionate grounds that justify it.

• on any grounds Employers can choose to waive some or all of the reductions applied to pension benefits when a member retires early (from age 55 onwards). If they do, the cost of doing so (called the strain cost) must be paid by the employer to the pension fund.		particular circumstances surrounding each case. Decisions will be made on the merits of each case having particular regard to: the councils ability to meet the costs; whether any demonstrable cost saving available, the members personal Circs. On the grounds of compassion, will be granted, if in the employers sole opinion , the special extenuating circumstances surrounding the application, along with the supporting evidence provided justify approval, and the employer can meet the cost of granting such a request	• The costs of waiving the reduction can be justified and met.
Determination of Contribution Banding Employers must determine the appropriate contribution rate for each employee, based on pensionable pay.	Regulation: 9 (1) & 9(3)	Where an employee changes their employment within the council and there is a material change to their pensionable pay during a year, the council wil change the employee's contribution rates when the material change takes effect.	The Council will use the contribution rate defined in the regulations and apply it to employees who are members of the Pension scheme in accordance with their pensionable pay. Where an employee changes their employment within the Council and there is a material change to their pensionable pay during a year, the council will change the employees contribution rates when the material change takes effect.

The following discretions are Non-Mandatory

Discretion	Regulation	BBC Current Policy (Dec 2015)	Recommendation
Whether, how much and in what circumstances to contribute to a shared cost AVC arrangement. It gives employers the discretion to contribute to an employee's AVC arrangement, making it a shared cost AVC.	Regulation 17(1) and (2)(e)	This council has chosen not to adopt this discretion	This discretion will not be exercised

Whether to extend the 30 day deadline for member to elect for a shared cost APC upon return from a period of absence from work with permission with no pensionable pay (otherwise than because of illness or injury, relevant child-related leave or reserve forces service leave).	R16(6)	The council has chosen not to adopt this discretion.	This discretion will not be exercised.
Forfeiture of Pension Rights Whether to apply to the Secretary of State for a forfeiture certificate following a relevant criminal conviction.	Regulation 91(1)	The council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial implications.	The council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial implications.
Interim Payments Direction Whether to suspend or withhold pension payments pending a forfeiture decision.	Regulation 92	The council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial implications.	The council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial implications.
Whether to "switch on" the 85 year rule for a member voluntarily drawing benefits on or after age 55 and before age 60. The Rule of 85 allows some LGPS members to retire early without full pension reductions, if their age + years of service = 85 or more. However, if a member retires between ages 55 and 60, the Rule of 85 doesn't automatically apply—even if they qualify. In this case, the employer has the discretion to "switch it on," meaning they can choose to allow the protection and reduce or remove the early retirement penalty. If the employer does agree to 'switch on' the 85 year rule, the employer will have to meet the cost of any strain on fund resulting from the payment of benefits before 60 where the	TPSch 2, paras 1(1) C	The Council will reserve the right to exercise this discretion as previously determined in the Council's 2008 discretionary statement.	This Council has a policy of 'switching off' the rule on a case by case basis. This will allow those staff who wish to retire under the 85 year rule and take the actuarial reduction themselves (at no cost to the council) to do so.

member has already met the 85 year rule or will before age 60.			
Late transfer requests Whether to extend the 12 month time limit for a member to elect to transfer previous pension rights into LGPS.	Regulation: 100(6)	This council will reserve the right to exercise this discretion and will deal with it on a case by case basis taking into account any financial implications.	Requests made outside the 12 month period will not be considered unless: 1) no previous option was given to the member due to a clear administration error; 2) Where there has been an administrative delay in processing the initial request, which was received within the 12 month of active membership, or 3) there is clear evidence they had not been informed of or could not have reasonably known the time limit.
Assumed Pensionable Pay (APP) Whether to include certain payments in the calculation of APP when a member is on reduced or nil pay.	Regulation 22(7)(b)	Not captured	The Council will include in the Assumed Pensionable Pay (APP) calculation any regular lump sum payments where it is judged that it is reasonable to assume they would have been paid.
This discretion allows an employer to issue a certificate of protection of pension benefits on behalf of a member if the member fails to request one themselves, in situations where: • The member's pay is reduced or restricted, and • They are entitled to final salary protections (typically for service before 1 April 2014). The certificate helps ensure that the member's final salary benefits are calculated using the higher pay they previously earned, rather than the reduced pay.	LGPS (Transitional Provisions) Regulations 2014, specifically related to final salary protections.	Not captured	The Council reserves the right to exercise this discretion and will deal with it on a case by case basis.

3. Conclusion

3.1. This report presents the Pensions & Pension Discretions Policy for consideration by the Overview & Scrutiny Committee. The policy has been developed to provide guidance to employees and managers, ensure legal compliance, reflect best practice, and support consistent workforce management across the South and East Lincolnshire Councils Partnership.

3.2. The policy has been reviewed and endorsed by a Readers' Panel comprising officers, trade union representative and the Senior Leadership Team. Their feedback confirms the practicality and relevance of the proposed changes.

3.3. The Panel is invited to provide feedback on the proposed policy to inform the final version that will be presented to Council for approval.

Implications

South and East Lincolnshire Councils Partnership

The adoption of a unified set of HR policies will enhance consistency in workforce management and simplify HR service delivery across the Partnership.

Corporate Priorities

The policy supports workforce planning which aims to make the Council more efficient and effective.

Staffing

The Policy will have a direct impact on the management of the workforce. The policy has been developed in line with legislation and best practice and are designed to support positive workforce management.

Workforce Capacity Implications

None

Constitutional and Legal Implications

The policy ensures compliance with statutory obligations under the LGPS Regulations, transparency and consistency in the application of pension-related decisions, fairness in how discretions are applied to individual cases, and clarity for employees and managers.

Data Protection

There are no direct data protection implications arising from the content of the report, but data relating to staff is protected under data protection laws. The Council has suitable technical and organisational measures in place to protect such data.

Financial

There are no immediate financial implications of implementing the policy. Any financial implications of exercising pension discretions must be carefully considered on a case-by-case basis as outlined within the policy. The Council reserves the right to exercise discretions ensuring that any associated costs are justified and sustainable. This approach supports prudent financial management and protects the Council from undue strain on resources, while maintaining flexibility to support workforce and business needs where appropriate.

Risk Management

Failure to adopt and maintain a current pensions and pension discretions policy would result in non-compliance with LGPS regulation, inconsistent decision-making, lack of clarity for employees and HR, inability to demonstrate transparency and fairness, and a missed opportunity to align policies across the SELCP.

Stakeholder / Consultation / Timescales

The Policies have been reviewed by a Readers' Panel including officers, trade union representatives and the Senior Leadership Team. Their feedback has been incorporated into the final drafts.

Reputation

The Council recognises the importance of supporting its workforce and managing the workforce in a positive way. The policy aims to achieve that, thereby enhancing the reputation of the Council as an employer.

Contracts

None.

Crime and Disorder

None

Equality and Diversity / Human Rights / Safeguarding

All pension-related decisions will be applied fairly and consistently in accordance with the Equality Act 2010. The policy supports inclusive workforce practices and promotes equal access to pension benefits.

Health and Wellbeing

The Council acknowledges the role that pension flexibility can play in supporting employee health and wellbeing, particularly in relation to flexible retirement options. By allowing employees to reduce working hours or responsibilities while accessing pension benefits, the policy supports a healthier work-life balance and enables staff to transition into retirement in a way that suits their personal circumstances. This contributes to a support working environment and aligns with the Council's broader wellbeing approach.

Climate Change and Environment Impact Assessment

Not Undertaken

Acronyms

PSPS – Public Sector Partnership Services
BBC – Boston Borough Council

Appendices

Appendix A	Pensions & Pension Discretions Policy

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

A report on this item has not been previously considered by a Council body.

Report Approval

Report author:	Rachel Robinson, Group Manager – Organisational Development rachel.robinson@e-lindsey.gov.uk
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Approved for publication:	Councillor Dale Broughton, Leader of the Council dale.broughton@boston.gov.uk

Appendix A

Pensions & Pension Discretions Policy

Policy Title	Pensions and Pensions Discretions Policy
Policy Author	HR Team - PSPS Limited
Policy Issue date	January 2026
Policy Review date	January 2030
Policy Consultation	Trade Unions recognised by the Council Council Reader Panel Senior Leadership Team
Policy Sign-off	BBC Council ELDC Council SHDC Council

Introduction

The Local Government Pension Scheme (LGPS) in England and Wales was amended from 1 April 2014. The provisions of the new LGPS, together with protections for member's benefits accrued before 1 April 2014, are now contained in the Local Government Pension Scheme Regulations 2013 (the **'LGPS Regulations 2013**'), and the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 (the **'LGPS Transitional Regulations 2014'**) (as of 14th May 2018).

Therefore, this statement now relates to the application of discretions under:

(a) the **LGPS Regulations 2013**

(b) **LGPS Transitional Regulations 2014**; and

(c) the Local Government Pension Scheme Regulations 1997 ('**LGPS Regulations 1997'**) and the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007 (**'LGPS Benefits Regulations 2007'**), which continue to have effect in so far as is necessary under *Regulation 3 (Membership before 1 April 2014) of the LGPS Transitional Regulations 2014.*

Pension administration

The council will administer membership for new starters, active members and leavers/ retirements in accordance with the Employer Administration guides provided by the pension administrators. Information for active, deferred or pensioner members is available from the pension administrator:

West Yorkshire Pension Fund
PO Box 67 Bradford BD1 1UP
E-mail: pensions@wypf.org.uk
Phone: 01274 434999

Employee Contribution rates are set by LGPS based on pay bands, and contributions at the appropriate band rate (or at half that rate if the employee is in the 50/50 section) will be made accordingly through payroll deductions on all pensionable pay (along with Additional Voluntary Contribution (AVC's) / Additional Pension Contributions (APC's) as applicable).

Employees who work beyond their normal pension age who are members of the LGPS will remain entitled to the benefits of the scheme, in accordance with its

rules. Further details are available from HR or the Pension Scheme Administrator https://www.wypf.org.uk/lgps-members/

Scope

Employers are under a legal duty to prepare and publish a written statement of its policy relating to certain discretionary powers under the Regulations which apply to the Local Government Pension Scheme the LGPS. This document sets out the pension provisions to which employees are entitled, and the discretions that the council will consider in line with the provisions set out under the LGPS and detailed in Appendix A.

The provisions of this policy apply to all eligible employees.

The Council's Responsibilities

In applying this policy, the Council will ensure that:

- It applies the discretions reasonably, after taking account of all relevant factors, for example the cost to the Council balanced against the benefit to scheme member.
- Its discretions are not fettered, i.e. being used in such a way that individual circumstances cannot be considered; and
- That all discretionary decisions are recorded.

Policy Implementation

This policy confers no contractual rights. The Council as the employer retains the right to change this policy at any time, and only the version of the policy which is current at the time that a relevant event occurs to the employee/scheme member will be the one applied to that employee/member. The Council will send a copy of its revised statement to the administering authority and will publish the revised policy.

Review of policy

This policy is reviewed as a minimum every 4 years by the Council. We will monitor the application and outcomes of this policy to ensure it is working effectively.

Employee Responsibilities

Employees are responsible for deciding whether or not they wish to be a member of the pension scheme and for taking the necessary actions to request the transfer in of any other scheme membership as outlined in this policy. They are responsible for informing their Managers of planned retirement dates. They are also responsible for following the relevant processes outlined below in respect of pension transfers, early retirement or flexible retirement. Employees should seek information from the pension provider to ensure they are clear on the impacts of any requests they make

under this policy, before proceeding and seek their own independent advice if required.

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9. Pension Discretions

Appendix A - Table of Pension Discretions

1. Opting out

1.1 You have the right to opt-out of the LGPS if you decide you do not wish to be a member. What happens if you opt out depends on how long you have been a member of the Scheme. You should think carefully before opting out. Opting out may reduce your income in later life. You may wish to get help from an independent financial adviser.

1.2 What happens after you opt out depends on how long you have been a member of the LGPS. If you opt out of the LGPS before you complete three months' membership, you will be treated as never having been a member. Your employer will refund any contributions that you have paid through your pay.

1.3 If you have been a member for three months or more, but you have not met the two year vesting period, you will have different options:

- You can take a refund of the contributions you have paid. 20% tax will be taken from your contribution refund.

- You can transfer your pension to another qualifying pension scheme. You may have a limited time in which you can elect to transfer. Contact your pension fund to find out about any time limits that will apply.
- If you were in the Scheme before 1 April 2014, you can choose to have deferred benefits in the LGPS.

1.4You will not be able to take a refund of contributions if you opt out after being a member for more than three months if you already have a deferred LGPS pension or an LGPS pension in payment. You will be treated the same as a member who opts out after being a member for more than two years (see 1.5)

1.5 If you opt out after meeting the two year vesting period, you will have deferred benefits in the LGPS. You will generally have the same options as anyone who leaves their job before retirement. But there are two main differences. If you opt out:

- you cannot take your deferred pension until you have left your job, unless you reach age 75
- if you re-join the LGPS, you will not be able to join your two periods of Scheme membership together. You will have two separate sets of pension benefits in the LGPS.

For more information about deferred benefits, visit the LGPS website.

2 Re-joining the LGPS

If you opt out, your employer is legally required to re-enrol you in the LGPS approximately every three years on a set re-enrolment date. This will only happen if you are an eligible jobholder.

If you opt out of the LGPS, you will almost always be able to opt back in again. You can opt in if you are still eligible to join the Scheme and you are under age 75. You will generally be able to opt in by telling your employer in writing. Please address all queries to HR@pspsl.co.uk

3 Paying Less - 50/50 Scheme

If you are thinking about opting out of the LGPS, you might want to consider instead moving to the 50/50 section of the Scheme. The LGPS offers you the flexibility to pay half your normal contribution rate and build up half your normal pension. This is called the 50/50 section of the LGPS. You keep the full life and ill-health cover that comes with LGPS if you join the 50/50 section.

Once you are a member of the main section you can elect in writing to move to the 50/50 section. You can ask your employer for a 50/50 election form, or you can Contact your pension fund (wypf) directly. If you elect to join the 50/50 section,

you will start paying reduced contributions from the next available pay period, once processed.

There is no limit to the number of times you can elect to move from the main section to the 50/50 section and back again.

You should consider the impact on your future pension fund before considering - there is more information on LGPS website.

4. Normal Retirement (Normal Pension Age)

4.1 The Normal Pension Age (NPA) is the age you can retire and take the pension you have built up in full. The Normal Pension Age within the LGPS is the same as your State Pension Age which you can check online at gov.uk (https://www.gov.uk/state-pension-age).

4.2 Before deciding to retire you should look at your annual pension statement issued by West Yorkshire Pension Fund (wypf), you can also request a full estimate is sent to you, which you can request via the HR service at PSPS. WYPF will only provide one estimate per annum and may take a number of weeks to provide.

4.3 If you choose to take your pension before your Normal Pension Age, it will normally be reduced because it is being paid earlier. The earlier you take your pension, the bigger the reduction will be.

4.4 If you take your benefits later than your normal pension age your benefits will be increased. You can take it at a later date, but it must be paid by age 75, even if you continue to work.

5 Normal Minimum Pension Age (Retiring Early)

5.1 Members of LGPS can retire from Normal Minimum Pension Age with immediate payment of benefit if they have at least 2 years membership. If you take your pension benefits before your normal retirement age it will usually be reduced because you are getting it paid earlier – LGPS apply early retirement reduction factors - for more information refer to WYPF website or you can request a full estimate (see 4.2)

5.2 Change to normal minimum pension age - The Government sets the earliest age at which you can access your pension savings under normal circumstances – which you can check online at Early retirement, your pension and benefits: Personal and workplace pensions - GOV.UK . This is the normal Minimum Pension Age and is currently age 55, however it is rising to age 57 from 6 April 2028.

5.3 Employees who wish to retire and draw pension benefits at or after Normal Minimum Pension Age but before Normal Pension Age may be allowed to do under scheme rules, but this may be subject to a reduction of benefits. Employees who are considering this option should contact the Pension Administrator for more information.

5.4 If you were a member of the LGPS at any time between 1 April 1998 and 30 September 2006, some or all of your benefits could be paid in full before age 65 if you are protected by the 85-year rule. You can find out more about the 85-year rule from WYPF website or HR.

6 Flexible Retirement

6.1 Key principles of Flexible Retirement policy include:

- Participation is voluntary and initiated by the employee.
- Approval is at the employer's discretion and subject to operational feasibility and cost considerations.
- Employees are not required to resign to access pension benefits.
- Pension benefits may be subject to actuarial reduction unless protected (e.g. Rule of 85).
- Employees may continue to accrue pension benefits on their new salary.

6.2 Flexible retirement allows a Scheme member who is age 55 or over to move gradually into retirement at the discretion of their employer. The member can take all or part of their retirement benefits (both pension and lump sum) if:

- The employer consents and there has been a reduction in hours, or a reduction in grade (a move to a less senior position)

  It is not a requirement of this policy that the employee reduces both hours and grade. If either condition applies, flexible retirement is possible.

6.3 The 85-year rule automatically applies to flexible retirements (if the Scheme member is protected by the 85-year rule), even when the flexible retirement occurs before age 60. If members are allowed to retire under flexible retirement, and they meet the 85 year rule between the ages of 55 and 60, there may be a pension strain cost to the employer as there is no option to switch the 85 year rule off in this instance. For more information on the 85 year rule go to (LGPS | member home).

6.4 If flexible retirement occurs before Normal Pension Age, the employer has the discretion to waive in whole or in part any actuarial reduction that would otherwise apply, if their discretions policy permits this. The employer will need to request an estimate of the cost (and the members own benefits) from the pension administrator. PSPS HR can request this on behalf of the employer and employee – please note this can take up to 12 weeks. If approved, the employer would meet the cost by making a strain on fund payment to the administering authority. Not all flexible retirements attract a cost, but some do, even where the members benefits are reduced.

6.5 Flexible retirement means that an employee age over 55 (changing to 57 in April 2028) may apply to receive their accrued pension benefit and to continue working, provided they have reduced their hours or grade.

6.5 Members who choose flexible retirement will get a pension from

- all their pre 1 April 2008 membership, plus
- some, all or none of their membership between 1 April 2008 and 31 March 2014, plus
- some, all or none of their membership after 31 March 2014.

6.6 It is really important that an employee explores all options and understands fully the financial implications of each.

6.7 The process to apply:

- Employee submits a written request with proposed changes via the HR Portal for Flexible retirement.
- The HR team will request any costs and support the line manager to review the proposed flexible working request, along with the costs.
- Approval will be in line with this policy and will be subject to service considerations, including factors set out at 5.8.
- The managers recommendation will go to **Corporate Management Team** for final approval.
- If approved, HR notifies the pension administrator and West Yorkshire Pension Fund will then liaise directly with the employee regarding their pension fund.

6.8 The manager will consider the following factors before making a recommendation:

- The new role must be sustainable and meet organisational needs
- Any impacts on service
- the wishes of the individual
- Affordability (the financial cost to the council including any pension strain costs)
- the opportunities that may arise
- the pension regulations

6.9 The decision will be confirmed in writing to the employee indicating the decision, normally within 1 month of the employee submitting their request and figures being received from Pensions. If, after consideration, the request is refused, the reasons should be clearly communicated to the employee

6.10 There is no automatic right to flexible retirement. Both the early release of retirement benefits and the reduction in contractual hours and/or grade are at your employer's discretion, however, all requests will be managed in line with this policy.

6.11 Where flexible retirement cannot be supported on cost grounds employees should consider what other alternatives might be available to them, such as a straightforward reduction in contracted hours. An employer can agree to you reducing their hours or grade without allowing the release of your pension benefits, however, business impacts will be considered.

6.12 If your request for the release of your pension benefits is refused, as well as asking your employer to review their decision, you may also ask for a review more formally under the pension scheme Internal Disputes Resolution Procedure. This appeal will also be considered by your employer.

6.13 The Council will normally require a minimum reduction in contracted hours of at least 30% of contracted hours for full time employees. A similar minimum reduction of 30 per cent (on a pro rata basis) will normally be required for part time employees.

6.14 Any reduction in grade must be to a 'lower graded post' in the Council's pay structure to qualify, any appointment to vacant posts will be based on merit (and the individual will be appointed to the top of the scalepoint for that graded role). Where a flexible retirement package based on a reduction in grade is agreed, this will be on the basis of a mutually agreed variation of contractual terms and therefore the Council's pay protection policy will not apply.

6.15 The employee will receive the revised salary for the reduced hours and/or grade in addition to their pension benefits. There is no "abatement" (reduction) of pension, so in some circumstances the combined salary and pension may amount to more than the employee previously earned.

6.16 Employees may continue to accrue pension benefits on their new salary unless they "opt out"

6.17 An employee already on flexible retirement may request further flexible retirement arrangements. We will consider these in the same manner and following the same processes as outlined in this policy.

7 Ill Health Retirement

7.1 If you have to leave work because of illness, your LGPS benefits may be paid straight away. Ill health benefits can be paid at any age.

7.2 Qualifying for ill health benefits - You must have met the two year vesting period in the LGPS to qualify for ill health benefits. Your employer must be satisfied that:

- you are permanently unable to do your job until your Normal Pension Age, and

- you are not immediately capable of undertaking gainful employment.

7.3 The council is responsible as your employer for getting the opinion of an independent occupational health physician which they appoint from the LGPS mandated list, before it makes its decision. The council may choose to get a 2nd independent medical opinion before making its final decision.

7.4 Gainful employment is defined as “paid employment for not less than 30 hours per week for a period of not less than 12 months”. The level of benefits depends on how likely you are to be capable of gainful employment after you leave.

7.5 If you qualify, what you are paid depends on which benefit tier you qualify for. Your employer decides on the appropriate tier, guided by the independent medical advice. The benefits payable under the different tiers, there are 3 Tiers under Ill Health retirement – Tier 1, Tier 2 and Tier 3.

Tier 1 if you are unlikely to be capable of gainful employment before your normal pension age.

Tier 2 if you are unlikely to be capable of gainful employment within three years of leaving, but you are likely to be capable of gainful employment before your normal pension age.

Tier 3 if you are likely to be capable of gainful employment within three years of leaving, or before your normal pension age, if this is earlier.

8. **Additional Contributions**

8.1 If you want to make additional pension savings to increase your pension benefits through your LGPS pension, there are two tax-efficient ways to do this.

8.1.A ***Additional pension contributions (APCs)***

With APCs you buy extra pension in the LGPS. You pay extra contributions each month or buy them with a lump sum.

8.1.B Additional voluntary contributions (AVCs)

With AVCs you pay extra contributions into a LGPS AVC plan.

8.2 Before you choose a way to pay extra you should consider taking advice from an independent financial adviser. The existing AVC facility available via the Prudential Assurance Company where the employee is able to make such contributions.

9 Discretions

9.1 Employers are required to regularly review and to publish a list of their discretions.

9.2 The discretions in Appendix A (mandatory and non-mandatory) have been adopted by the Council. These discretions are used in conjunction with the guidance here Discretions (wypf.org.uk).

9.3 The various discretions noted apply to specific groups of members of the Scheme based on their date of entry into the scheme.

9.4 Discretions are powers that enable employers to choose how to apply the rules of the Scheme in respect of certain provisions.

9.5 Discretions fall into two categories – those that must be formulated and published (Mandatory) and those that don't need to be formulated and published (non-mandatory). If a discretion has not been included in the table below then this discretion will not be exercised.

9.6 In applying this policy, the Council will ensure that:

- It applies the discretion reasonably, after taking account of all the relevant factors, for example the cost to the Council and where possible balanced against the benefit to the scheme member.
- That all discretionary decisions are recorded.

9.7 All requests by current employees for the exercise of discretion under the policy should, in the first instance, be made in writing to their Assistant Director who will liaise with HR over the approval process, with the exception of Flexible Retirement, see 6.7. The request should contain all the supporting information that the member considers relevant, and each request will be considered on its specific merits and circumstances.

Where an employee has left the council they should address their application to HR@pspsl.co.uk who will make the necessary arrangements for their request to be considered.

9.8 All decisions related to discretions under this policy are subject to approval by:

- Corporate Management Team

Pensionable pay - These are the earnings on which **pension contributions are deducted** and which count towards your pension benefits

1. **Basic salary or wages**
2. **Overtime (contractual and non-contractual)**
3. **Shift allowances**
4. **Bonus payments**
5. **Maternity, paternity, adoption, and shared parental pay**
6. **Honoraria (if regular and expected)**
7. **Additional hours for part-time staff**
8. **Market supplements (if paid regularly)**

Examples of Non-Pensionable Pay (excluded):

1. **Expenses or travel allowances**
2. **Redundancy payments**
3. **Severance or compensation payments**
4. **Pay in lieu of notice or holidays**
5. **Any payment made purely for loss of future earnings**

Appendix A: S&ELCP Pensions Discretions

1. Introduction

This outlines how South Holland District Council, East Lindsey District Council and Boston Borough Council will exercise its discretionary powers under the Local Government Pension Scheme (LGPS) Regulations 2013 and associated legislation.

2. Regulatory Background

Under the LGPS, employers must publish a written policy on certain discretionary powers. This document fulfils that requirement.

3. Policy Statement

The councils are committed to applying its discretions fairly, transparently, and in the best interests of both the Council and scheme members. Discretions have been determined based on affordability, reasonableness and with regards to foreseeable costs.

Some discretions are administered by WYPF as the Administering Authority rather than the scheme employer.

This document sets out the discretions adopted by South Holland District Council, East Lindsey District Council and Boston Borough Council and provides aligned suggestions for consistency and compliance.

2. Discretionary Policies

Discretionary policies fall broadly in two categories – policies that the Councils are required to publish (mandatory) and ones that are not (non-mandatory).

2.1 Mandatory Discretions:

Shared Cost Additional Pension Contributions (SCAPC)

Whether to fund additional pension contributions (APCs) for an employee.

Regulations: R16(2)(e) & R16(4)(d)

Policy: The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis except where required under R15(5). Rationale to manage financial exposure while supporting employees in exceptional circumstances. The council will take into account any financial implications. The cost of this would fall on the employer, so the expectation is this discretion will only be exercised in exceptional circumstances and subject to any current maximum annual value set by LGPS or HMRC.

Award of Additional Pension - Regulation: R31

Whether to grant additional pension to a member (up to the limit set by the regulations).

Policy: The Council will not exercise this discretion due to the financial implications.

Whether to permit Flexible Retirement Regulation: R30(6)

Whether to permit flexible retirement for staff aged 55 or over, who with the agreement of the Scheme employer, reduces their working hours or grade and, if so as part of the agreement to permit flexible retirement.

Policy: The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial and operational implications. Requests will only be considered where the reduction in hours would result in at least 30% reduction in gross pay and or a reduction of at least a grade. This discretion may only be used where the employing department can demonstrate that there is no adverse impact to services.

If permitted (Flexible Retirement)- Whether to allow the member to choose Regulation: R 30(8)

Whether in addition to the benefits the member has accrued prior to 1 April 2008 (which the member must draw), to permit the member to choose to draw:

- All, part or none of the pension benefits they accrued after 31 March 2008 and before 1 April 2014, and/or:

- All, part or none of the pension benefits they accrued after 31 March 2014

Policy: The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications. The cost of this would fall on the employer so expectation is this discretion will only be exercised in exceptional circumstances.

Waiving Actuarial reductions on Flexible Retirement: Regulation: R 30(8), 3(5) of the LGPS (TPSA) Regs 2014, Reg 18 (3), R30 (6)

Whether to waive, in whole or in part, any actuarial reductions which would otherwise be applied to the benefits taken on flexible retirement before Normal Pension Age

Policy: The Council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications. The cost of this would fall on the employer so expectation is this discretion will only be exercised in exceptional circumstances.

Waiving Actuarial Reductions (excluding Flexible Retirement) Regulation: Regulation 30(8), TP3(1), TPSch 2, para 2(1), B30(5) and B30A(5

Whether to waive, in whole or in part, any actuarial reductions on benefits which a member voluntarily draws before normal pension age (excluding flexible retirement).

Employers can choose to waive some, or all of the reductions applied to pension benefits when a member retires early (from age 55 onwards). If they do, the cost of doing so (called the strain cost) must be paid by the employer to the pension fund.

There are four member groups, and the rules differ slightly depending on when they joined and when they reach age 60:

- Group 1 Joined before 1 Oct 2006 and reached age 60 before 1 Apr 2016, Employers
    - Can waive reductions on pre-April 2016 benefits on compassionate grounds
    - Can waive reductions on post-April 2016 benefits on any grounds
- Group 2 Joined before 1 Oct 2006, reach age 60 between 1 Apr 2016 and 31 Mar 2020, and meet Rule of 85 before 1 Apr 2020. Employers
    - Can waive reductions on pre-April 2020 benefits on compassionate ground
    - Can waive reductions on post-April 2020 benefits on any grounds
- Group 3 Joined before 1 Oct 2006, reach age 60 between 1 Apr 2016 and 31 Mar 2020, but don't meet Rule of 85 before 1 Apr 2020. Employers
    - Can waive reductions on pre-April 2014 benefits on compassionate ground
    - Can waive reductions on post-April 2014 benefits on any grounds
- Group 4 Joined after 1 Oct 2006. Employers
    - Can waive reductions on pre-April 2014 benefits on compassionate grounds
    - Can waive reductions on post-April 2014 benefits on any grounds

Policy: The Council will typically only exercise this discretion if:

- It is in the **financial or operational interest** of the employer.
- There are **compassionate grounds** that justify it.

- The **costs** of waiving the reduction can be justified and met.

  The Council may waive actuarial reductions on compassionate grounds only in very exceptional circumstances. Each case will be assessed on its own merits. Rationale: To support employees facing hardship or caring responsibilities while balancing cost implications. Decisions will be made on a case-by-case basis with supporting evidence such as medical reports or financial statements. The Council allows for consideration to waive the actuarial reduction to benefits where the member has requested flexible retirement to care for a chronically ill spouse or partner. Compassionate grounds means that the scheme member is required to look after a long term sick dependent relative on a whole-time basis, is therefore unable to take up gainful employment and in consequence is suffering financial hardship. In addition, the Council will satisfy itself that the sick dependent relative has a permanent long-term condition with a reasonable life expectancy, having regard to their age. The member will need to provide evidence to demonstrate that all the criteria are met.

Determination of Contribution Banding Regulation: 9 (1) and 9 (3)

Employers must determine the appropriate contribution rate for each employee, based on pensionable pay.

Policy: The Council will use the contribution rate defined in the regulations and apply it to employees who are members of the Pension scheme in accordance with their pensionable pay. Where an employee changes their employment within the Council and there is a material change to their pensionable pay during a year, the council will change the employee's contribution rates when the material change takes effect.

2.2 Non-Mandatory Discretions:

Shared Cost AVC Regulation: 17 (1) and (2)(e)

Whether how much and in what circumstances to contribute to a shared cost AVC arrangement.

Policy: this discretion will not be exercised

Extending the 30-day deadline for members to elect for a shared cost Shared Cost APC on return from period of absence Regulation: 16 (6)

Whether how much and in what circumstances to contribute to a shared cost AVC arrangement.

Policy: this discretion will not be exercised

Forfeiture of Pension Rights Regulation: 91 (1)

Whether to apply to the Secretary of State for a forfeiture certificate following a relevant criminal conviction.

Policy: The council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications.

Interim Payments Discretion Regulation: 92

Whether to suspend or withhold pension payments pending a forfeiture decision.

Policy: The council will reserve the right to exercise this discretion and will deal with it on a case-by-case basis taking into account any financial implications.

85-Year Rule Switch-On Regulation: TPSch 2, para 1(1)(c)

This discretion is whether to allow the rule of 85 to apply to a member who has otherwise qualified for the rule and who is voluntarily electing to retire at or after reaching age 55 and before reaching age 60. Use of the discretion waives the actuarial reduction that would otherwise arise.

Policy: The Council has a policy of 'switching off' the rule by default but may switch it on at its discretion. This allows staff who meet the 85-year rule to retire early and take the actuarial reduction themselves at no cost to the Council, in this situation members can still retire early with reductions if the rule is not switched on.

Late Transfer Requests Regulation: 100(6)

Whether to extend the 12-month time limit for a member to elect to transfer previous pension rights into LGPS.

Policy: Requests made outside the 12-month period will not be considered unless:
1) no previous option was given to the member due to a clear administration error;

2) Where there has been an administrative delay in processing the initial request, which was received within the 12 months of active membership, or

3) there is clear evidence they had not been informed of or could not have reasonably known the time limit.

Assumed Pensionable Pay (APP) Regulation 22(7)(b)

Whether to include certain payments in the calculation of APP when a member is on reduced or nil pay.

Policy: The Council will include in the Assumed Pensionable Pay (APP) calculation any regular lump sum payments where it is judged that it is reasonable to assume they would have been paid.

Issuing certificate of protection of pension benefits - Regulation: LGPS (Transitional Provisions) Regulations 2014, specifically related to final salary protections.

This discretion allows an employer to issue a certificate of protection of pension benefits on behalf of a member if the member fails to request one themselves, in situations where:

- The member's pay is reduced or restricted, and
- They are entitled to final salary protections (typically for service before 1 April 2014).

The certificate helps ensure that the member's final salary benefits are calculated using the higher pay they previously earned, rather than the reduced pay.

Policy: The Council reserves the right to exercise this discretion and will deal with it on a case-by-case basis.

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Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author *A.D = Assistant Director* *D.C.X = Deputy Chief Executive*	Portfolio Holder	Cabinet Meeting
29 May 25	• Equality, Diversity and Inclusion Strategy and Action Plan • Joint Scrutiny of the Partnership Enviro Crime Enforcement Contract	– Group Manager – Organisational Development – Partnership Scrutiny Task Group	Cllr A Dorrian Cllr C Butler	17 Sep 25
17 June 25	• HMO Update • Plan for Neighbourhoods	– Safer Communities Services Manager – Director of Economic Development	Cllr J Baxter Cllr A Dorrian	 17 Sep 25
17 July 25	• Equality, Diversity and Inclusion Strategy and Action Plan • Review of Crowdfunding Scheme • South & East Lincolnshire Council's Partnership Body Worn Video Cameras (BWVC) Policy • Quarter 4 24/25 Performance and Risk Report	– Group Manager – Organisational Development – Community Leadership Manager – Community Safety Manager – Group Manager Insights and Transformation	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	• Highways LCC Portfolio Holder • Flood Report	– LCC Portfolio Holder – AD Regulatory	Cllr D Broughton	17 Sep 25

Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author *A.D = Assistant Director* *D.C.X = Deputy Chief Executive*	Portfolio Holder	Cabinet Meeting
2 Oct 25	• Road Safety Briefing	– Senior Manager LRSP		
	• Anglian Water	– Public Affairs Team		
	• Plan for Neighbourhoods	– Director of Economic Development	Cllr S Sharpe	22 Oct 25
	• Crime and Disorder	– Safer Communities Officer	Cllr H Staples	22 Oct 25
	• Budget Preparation 2026/27 - Approach & Process	– Interim Director of Finance Section 151 Officer	Cllr S Ghosh	
	• Local Council Tax Support	– Interim Director of Finance Section 151 Officer	Cllr S Ghosh	17 Sep 25
	• Pension and Pensions Discretions Policy	– Group Manager Organisational Development	Cllr Broughton	10 Nov 25
	• SELCP Safeguarding Policy	– AD Communities and Housing Services	Cllr H Staples	10 Dec 25
6 Nov 25	• Update on Community Lottery	– Community Leadership Manager	Cllr H Staples	10 Dec 25
	• Social Media Policy	– AD Corporate	Cllr C Rylott	10 Dec 25
	• Contracting of Leisure Facilities with an External Agent for Service Delivery	– Head of Special Projects	Cllr S Sharpe	10 Dec 25
	• Q1 24/25 Performance and Risk Report	– Group Manager Insights and Transformation	Cllr D Broughton	17 Sep 25
	• Scrutiny Annual Reports 2023/24 2024/25	– Monitoring Officer	Cllr D Broughton	10 Dec 25
	• Destination Management Plan for SELCP and Associated Action Plan for Boston.	– Director for Economic Development	Cllr S Sharpe	10 Dec 25
	• Trees and Hedgerows Strategy Action Plan	– AD Regulatory	Cllr C Rylott	10 Dec 25

Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author *A.D = Assistant Director* *D.C.X = Deputy Chief Executive*	Portfolio Holder	Cabinet Meeting
9 Dec 25	• Highways Portfolio Holder • Policing • Houses of Multiple Occupation (HMO) Policy • Housing Standards Policies • Q2 25/26 Performance and Risk Report	– LCC Portfolio Holder *(Pending)* – Lincolnshire Chief Constable *(Pending)* – Safer Communities Service Manager – Group Manager Insights and Transformation	Cllr J Baxter Cllr D Broughton	27 Jan 26
15 Jan 26	• Budget Draft 2026/2027 • Section 19 Agency Floods Post Report Environment Agency Black Sluice and LLFA/LCC •	– Head of Finance Delivery PSPSL – AD Regulatory	Cllr S Ghosh Cllr Broughton	10 Dec 25
10 Feb 26	• NHS Care After Discharge *(Pending)* • NEPTS Patient Transport *(Pending)*	– AD Regulatory – AD Regulatory		
17 Mar 26	• Quarter 3 25/26 Performance and Risk Report •	– Group Manager Insights and Transformation	Cllr D Broughton	25 Mar 26
30 Apr 26				

Overview and Scrutiny Committee Work Programme 2025–26

Meeting Date	Agenda Items	Report Author *A.D = Assistant Director* *D.C.X = Deputy Chief Executive*	Portfolio Holder	Cabinet Meeting
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 *pending at issue of agenda*	Child Poverty – requested from November 2024 meeting. Update on PE21 – requested from Environment and Performance December 2024 meeting.			

Pending Confirmation:

- Bus Services. Possible work streams from the SICP report on Social Impact Population Change. **(Checking)**
- Visitor Economy (Tourism). **(Pending)**
- Local Plan **(Pending Review/Updates)**

Chairman: Councillor Paul Gleeson **Vice Chairman:** Councillor Neil Drayton

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

Clerk: Democratic Services Officer

BOSTON BOROUGH COUNCIL

FORWARD PLAN

1 SEPTEMBER TO 31 AUGUST 2026

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

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

Cabinet Members:

Cllr Dale Broughton (Leader)	Cllr John Baxter	Cllr Callum Butler	Cllr Sandeep Ghosh	
Cllr Mike Gilbert (Deputy Leader)	Cllr Chris Mountain	Cllr Claire Rylott	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
Q1 2025/26 Forecast Outturn (SEA) To set out the current financial position for BTAC at the end of the 1st quarter of 2025/26.	Non Key	Boston Town Area Committee (BTAC) 25 Sep 2025		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Boston Borough Council 2024/25 Outturn Report To present the 2024/25 Outturn financial position and seek approval for the transfer of the resulting surplus to Earmarked Reserves.	Non Key	Full Council 29 Sep 2025		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Appointment of new Section 151 Officer To appoint a new Section 151 Officer.	Non Key	Full Council 29 Sep 2025		Open	James Gilbert, Assistant Director – Corporate james.gilbert@e-lindsey.gov.uk, Aileen Whatmore, Head of HR & OD aileen.whatmore@pspsl.co.uk	Leader (Councillor Dale Broughton)
Internal Audit Charter The report also contains a revised Internal Audit Charter, amended to reflect the changes from 2024 GIAS. The Charter sets out the role, responsibilities, access and support for the internal audit service.	Non Key	Audit & Governance Committee 13 Oct 2025		Open	Mark Harrison, Internal Audit Team Manager mark.harrison2@lincolnshire.gov.uk	

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
2025/26 Q1 Treasury Update To provide Members with an update on Treasury Management performance and activity to ensure best practice is maintained.	Non Key	Audit & Governance Committee 13 Oct 2025		Open	Sean Howsam, Treasury and Investment Manager (PSPSL) Sean.Howsam@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Crime and Disorder Report To provide Members with an update on Community Safety Partnership work at a local and county level.	Non Key	Cabinet 22 Oct 2025		Open	Sarah Cocker, Safer Communities Officer sarah.cocker@e-lindsey.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)
Community Governance Review for Boston To update the Council on the outcome of the Phase 1 consultation undertaken and consider the recommendations from the Community Governance Review Working Group to agree the next steps of the review.	Non Key	Full Council 10 Nov 2025		Open	Amanda Dickinson, Democratic Services Team Leader Tel: 01205 314591 amanda.dickinson@boston.gov.uk	Leader (Councillor Dale Broughton)
Pension & Pension Discretions Policy To ensure compliance with Regulation 60 of the Local Government Pension Scheme Regulations 2013. This regulation requires employers to prepare, publish and keep under review a written statement of policy on how they will exercise discretions under the Local Government Pension Scheme (LGPS).	Non Key	Full Council 10 Nov 2025		Open	Rachel Robinson, Group Manager - Organisational Development Tel: 07717 099955 rachel.robinson@e-lindsey.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
Licensing Policy Review Statutory 5 year review of the council policy in relation to the Licensing Act 2003	Non Key	Full Council 10 Nov 2025		Open	Anna McDowell, Senior Licensing Officer anna.mcdowell@boston.gov.uk	Portfolio Holder - Infrastructure (Councillor Chris Mountain)
Plan for Neighbourhoods To seek approval for submission of the Plan for Neighbourhoods for Skegness, Spalding & Boston.	Key	Cabinet 13 Nov 2025		Open	Michael Dow, Plan for Neighbourhoods Programme Manager Michael.Dow@e-lindsey.gov.uk	Deputy Leader (Councillor Mike Gilbert)
2024/25 Audited Financial Statement To seek approval of the Annual Governance Statement 2024/25 and approval of the Audited Financial Statements 2024/25 for publication.	Non Key	Audit & Governance Committee 17 Nov 2025		Open	Ellie Stacey, Head of Finance Delivery - Technical and Corporate, PSPSL Ellie.Stacey@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
2025/26 Mid Term Treasury Report To provide Members with an update on Treasury Management performance and activity to ensure best practice is maintained.	Non Key	Audit & Governance Committee 17 Nov 2025	Full Council 15 Jan 2026	Open	Sean Howsam, Treasury and Investment Manager (PSPSL) Sean.Howsam@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Q2 2025/26 Forecast Outturn (SEA) To set out the current financial position for BTAC at the end of the 2nd quarter of 2025/26.	Non Key	Boston Town Area Committee (BTAC) 27 Nov 2025		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
Local Government Re-organisation - Business Case to Government To approve the Business Case to Government for Local Government Reorganisation in Greater Lincolnshire.	Key	Cabinet 26 Nov 2025		Open	James Gilbert, Assistant Director – Corporate james.gilbert@e-lindsey.gov.uk	Leader (Councillor Dale Broughton)
Destination Management Plan for SELCP and the associated action plan for Boston 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.	Key	Cabinet 10 Dec 2025		Open	Pranali Parikh, Director of Economic Development pranali.parikh@boston.gov.uk	Portfolio Holder - Heritage, Culture and Tourism (Councillor Sarah Sharpe)
Quarter 2 25/26 Performance and Risk Report To provide an update on performance and risk as at the end of each quarter.	Key	Cabinet 10 Dec 2025		Open	Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)
SELCP Safeguarding Policy Following the creation of the SELCP a review of the Safeguarding Policies has been undertaken. To standardise our approach to Safeguarding children and adults in the work we do, a single policy covering all three councils has been developed.	Key	Cabinet 10 Dec 2025		Open	Iris Furst, Safeguarding Officer iris.furst@e-lindsey.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
Trees & Hedgerows Strategy Action Plan To gain member input into the draft action plan to underpin delivery of the Trees & Hedgerows Strategy.	Key	Cabinet 10 Dec 2025		Open	Heather Prescott, Climate Change and Environment Officer heather.prescott@boston.gov.uk	Portfolio Holder - Green Spaces and Travel (Councillor Claire Rylott)
Q2 2025/26 Forecast Outturn To set out the current financial position for the Council at the end of the 2nd quarter of 2025/26.	Non Key	Cabinet 10 Dec 2025		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Update on Community Lottery To update Members on the progress of the Community Lottery	Non Key	Cabinet 10 Dec 2025		Open	Nichola Holderness, Community Leadership Manager Nichola.Holderness@boston.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)
2026/27 Draft Budget - Principles	Non Key	Cabinet 10 Dec 2025		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Contracting of Leisure Facilities with an external operator as agent for service delivery To consider the award of contract under an agency agreement for the operation and lifecycle maintenance of the Council's leisure facilities.	Key	Cabinet 10 Dec 2025		Fully exempt	Mark Humphreys, Head of Special Projects (Leisure) mark.humphreys@e-lindsey.gov.uk	Portfolio Holder - Heritage, Culture and Tourism (Councillor Sarah Sharpe)

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Local Council Tax Support Scheme 2026/27 For Cabinet to agree its recommendation to Full Council for the 2026/27 Council Tax Support Scheme.	Non Key	Cabinet 10 Dec 2025	Full Council 12 Jan 2026	Open	Sharon Hammond, Head of Revenues and Benefits Sharon.hammond@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
2026/27 Draft Budget - SCRUTINY	Non Key	Overview & Scrutiny Committee 15 Jan 2026		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
2026/27 TPS, TMSS & MRP +AIS To provide pre-decision scrutiny to the strategy being proposed.	Non Key	Audit & Governance Committee 19 Jan 2026		Open	Sean Howsam, Treasury and Investment Manager (PSPSL) Sean.Howsam@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
2026/27 Budget Proposal To consider the draft BTAC budget for 2026/27.	Non Key	Boston Town Area Committee (BTAC) 22 Jan 2026		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Housing Standards Policies To consider the review and update of Housing Standards Policies prior to alignment of respective Polices across the Partnership.	Non Key	Cabinet 27 Jan 2026		Open	Jonathan Challen, Safer Communities Service Manager jonathan.challen@e-lindsey.gov.uk, Luke Settle, Housing Standards Team Leader	Portfolio Holder - Housing (Councillor John Baxter)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
					luke.settle@boston.gov.uk	
Social Media Policy To consider and approve the adoption of a consistent approach to the Partnership's social media channels and tactics when using social media to communicate to residents across the sub-region.	Non Key	Cabinet 27 Jan 2026		Open	Shaun Gibbons, Communications Manager shaungibbons@sholland.gov.uk	Leader (Councillor Dale Broughton)
Houses of Multiple Occupation (HMO) Policy To review and update the Policy across each of the Councils and have a single aligned Policy across the Partnership.	Non Key	Cabinet 27 Jan 2026		Open	Jonathan Challen, Safer Communities Service Manager jonathan.challen@e-lindsey.gov.uk, Luke Settle, Housing Standards Team Leader luke.settle@boston.gov.uk	Portfolio Holder - Housing (Councillor John Baxter)
2026/27 Budget Report To approve: The General Fund Budget for 2026/27, including the use of reserves, Medium Term Financial Strategy, Capital Programmes and Strategy, Treasury Management Policy/Strategy and the Annual Delivery Plan including the approval of Council Tax levels.	Non Key	Cabinet 18 Feb 2026	Full Council 2 Mar 2026	Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)

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2026/27 CTAX Setting Report To set the amounts of Council Tax applicable for 2026/27 for each valuation band and in each part of the Borough.	Non Key	Full Council 2 Mar 2026		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Quarter 3 25/26 Performance and Risk Report To provide an update on performance and risk as at the end of each quarter.	Key	Cabinet 25 Mar 2026		Open	Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)
Q3 2025/26 Forecast Outturn To set out the current financial position for the Council at the end of the 2nd quarter of 2025/26.	Non Key	Cabinet 25 Mar 2026		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
Q3 2025/26 Forecast Outturn (SEA) To set out the current financial position for BTAC at the end of the 3rd quarter of 2025/26.	Non Key	Boston Town Area Committee (BTAC) 26 Mar 2026		Open	Nicole Hayes, Head of Finance Delivery - BBC (PSPSL) nicole.hayes@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
2025/26 Accounting Polices To review and agree the Accounting Policies for inclusion in the Financial Statements 2025/26.	Non Key	Audit & Governance Committee 21 Apr 2026		Open	Ellie Stacey, Head of Finance Delivery - Technical and Corporate, PSPSL Ellie.Stacey@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)

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2025/26 Q3 Treasury Update To provide Members with an update on Treasury Management performance and activity to ensure best practice is maintained.	Non Key	Audit & Governance Committee 21 Apr 2026		Open	Sean Howsam, Treasury and Investment Manager (PSPSL) Sean.Howsam@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)