



# **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](http://www.boston.gov.uk)

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

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

#### **Cabinet Members:**

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

Cllr John Baxter  
Cllr Chris Mountain

Cllr Callum Butler  
Cllr Claire Rylott

Cllr Sandeep Ghosh  
Cllr Sarah Sharpe

Cllr Helen Staples

Report Title and Summary of Content	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Quarter 1 25/26 Performance and Risk Report</b> To provide an update on performance and risk as at the end of June 2025.	Non Key	Cabinet 17 Sep 2025		Open	Suzanne Rolfe, Group Manager – Insights & Transformation suzanne.rolfe@boston.gov.uk	Leader (Councillor Dale Broughton)
<b>Q1 2025/26 Forecast Outturn</b> To present the 2025/26 Quarter 1 position for the period ending 30 June 2025.	Non Key	Cabinet 17 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)
<b>Local Council Tax Support Scheme 2026/27 - Consultation</b> To agree consultation options for the local Council Tax Support Scheme, 2026/27.	Non Key	Cabinet 17 Sep 2025		Open	Sharon Hammond, Head of Revenues and Benefits Sharon.hammond@pspsl.co.uk	Portfolio Holder - Finance and Economic Growth (Councillor Sandeep Ghosh)
<b>Equality, Diversity and Inclusion Strategy and Action Plan</b> To seek approval for a Partnership Equality, Diversity & Inclusion Strategy.	Non Key	Cabinet 17 Sep 2025		Open	Rachel Robinson, Group Manager - Organisational Development 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
<b>South &amp; East Lincolnshire Council's Partnership Body Worn Video Cameras (BWVC) Policy</b> To seek approval from Cabinet for a new Body Worn Video Policy for the South & East Lincolnshire Councils Partnership to ensure arrangements are compliant with our legal obligations and data protection controls.	Non Key	Cabinet 17 Sep 2025		Open	Peter Hunn, Community Safety Manager peter.hunn@boston.gov.uk	Leader (Councillor Dale Broughton)
<b>Review of Crowdfunding Scheme</b> To provide an overview of the first two years of the South and East Lincolnshire Crowdfunding Scheme.	Non Key	Cabinet 17 Sep 2025		Open	Nichola Holderness, Community Leadership Manager Nichola.Holderness@boston.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)
<b>Q1 2025/26 Forecast Outturn (SEA)</b> 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)
<b>Boston Borough Council 2024/25 Outturn Report</b> 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)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Appointment of new Section 151 Officer</b> 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)
<b>Internal Audit Charter</b> 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@linc.lnshire.gov.uk	
<b>2025/26 Q1 Treasury Update</b> 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)
<b>Crime and Disorder Report</b> 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)

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<b>Community Governance Review for Boston</b> 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 amanda.dickinson@boston.gov.uk	Leader (Councillor Dale Broughton)
<b>Pension &amp; Pension Discretions Policy</b> 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 rachel.robinson@e-lindsey.gov.uk	Leader (Councillor Dale Broughton)
<b>Licensing Policy Review</b> 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)
<b>Plan for Neighbourhoods</b> 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)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>2024/25 Audited Financial Statement</b> 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)
<b>2025/26 Mid Term Treasury Report</b> 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)
<b>Q2 2025/26 Forecast Outturn (SEA)</b> 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)
<b>Destination Management Plan for SELCP and the associated action plan for Boston</b> 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)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Quarter 2 25/26 Performance and Risk Report</b> 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)
<b>SELCP Safeguarding Policy</b> 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. 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.	Key	Cabinet 10 Dec 2025		Open	Iris Furst, Safeguarding Officer iris.furst@e-lindsey.gov.uk	Portfolio Holder - Communities (Councillor Helen Staples)
<b>Trees &amp; Hedgerows Strategy Action Plan</b> 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)
<b>Q2 2025/26 Forecast Outturn</b> 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)

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<b>Update on Community Lottery</b> 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)
<b>2026/27 Draft Budget - Principles</b>	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)
<b>Contracting of Leisure Facilities with an external operator as agent for service delivery</b> 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)
<b>Local Council Tax Support Scheme 2026/27</b> 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)
<b>2026/27 Draft Budget - SCRUTINY</b>	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)

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<b>2026/27 TPS, TMSS &amp; MRP +AIS</b> 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)
<b>2026/27 Budget Proposal</b> 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)
<b>Housing Standards Policies</b> To consider the review and update of Housing Standards Policies prior to alignment of respective Policies 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)
<b>Social Media Policy</b> 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)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Houses of Multiple Occupation (HMO) Policy</b> 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)
<b>2026/27 Budget Report</b> 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)
<b>2026/27 CTAX Setting Report</b> 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)
<b>Quarter 3 25/26 Performance and Risk Report</b> 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)

Report Title	Key / Non-Key	Date Decision to be taken	Rec to Council?	Open or Exempt	Lead Officer	Portfolio Holder
<b>Q3 2025/26 Forecast Outturn</b> 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)
<b>Q3 2025/26 Forecast Outturn (SEA)</b> 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)
<b>2025/26 Accounting Policies</b> 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)
<b>2025/26 Q3 Treasury Update</b> 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)