

To Members of the Council

Cllr. Roy Denney (Chairman) (Outgoing Chairman)
Cllr. Janet Forey (Vice-Chairman) (Outgoing Vice-Chairman)

Cllr. Shabbir Aslam
Cllr. Royston Bayliss
Cllr. Dr John Bloxham
Cllr. Lee Breckon JP
Cllr. Nick Brown
Cllr. Nick Chapman
Cllr. Adrian Clifford
Cllr. Cheryl Cashmore
Cllr. Stuart Coar
Cllr. Tony Deakin
Cllr. Alex DeWinter

Cllr. Susan Findlay
Cllr. Helen Gambardella
Cllr. Hannah Gill
Cllr. Nigel Grundy
Cllr. Paul Hartshorn
Cllr. Richard Holdridge
Cllr. Mark Jackson
Cllr. Becca Lunn
Cllr. Antony Moseley
Cllr. Les Phillimore
Cllr. Terry Richardson

Cllr. Ande Savage
Cllr. Tracey Shepherd
Cllr. Dillan Shikotra
Cllr. Mike Shirley
Cllr. Roger Stead
Cllr. Ben Taylor
Cllr. Matt Tomeo
Cllr. Bob Waterton
Cllr. Jane Wolfe
Cllr. Maggie Wright
Cllr. Neil Wright

Dear Councillor,

A meeting of the **COUNCIL** will be held in the Council Chamber - Council Offices, Narborough on **TUESDAY, 12 MAY 2026** at **5.30 p.m.**. Please find attached a number of supplemental items that are required for the meeting and are in addition to the agenda and report pack that has already been circulated.

Yours faithfully



Gemma Dennis
Corporate Services Group Manager



SUPPLEMENTAL ITEMS

SECTION 1 - INTRODUCTION

To receive apologies for absence, disclosures of interest from Councillors, and Minutes of the previous Council meeting.

10. Scrutiny Statement to Annual Council 2025-26 (Pages 3 - 10)
To consider the report of the Scrutiny Commissioners (To follow).
11. Audit & Governance Committee Annual Report 2025-26 (Pages 11 - 20)
To consider the report of the Audit and Corporate Governance Committee Chairman (To follow).

SECTION 2 - STANDARD COUNCIL BUSINESS

Any reports for consideration listed under this section will be moved in one block without discussion, unless any Member present requests otherwise.

12. Delegation Scheme of the Cabinet Executive and Cabinet Appointments 2026/27 (Pages 21 - 24)
To consider the report of the Senior Democratic Services and Scrutiny Officer (enclosed).
13. Appointment to Chairman and Vice-Chairman to Committees 2026/27 (Pages 25 - 26)
To consider the report of the Senior Democratic Services and Scrutiny Officer (enclosed).
14. Appointment of Members to Serve on Outside Bodies 2026/2027 (Pages 27 - 28)
To consider the report of the Senior Democratic Services and Scrutiny Officer (enclosed).
15. Appointments to Committees 2026/27 (Pages 29 - 38)
To consider the report of the Senior Democratic Services and Scrutiny Officer (enclosed).
16. Schedule of Meetings 2026/27 (Pages 39 - 40)
To consider the report of the Senior Democratic Services and Scrutiny Officer (enclosed).



Scrutiny Commission Statement to Annual Council – 12 May 2026

Good scrutiny is an essential part of the Council’s governance framework and is integral to decision making. Scrutiny Commission fulfils the statutory responsibilities placed on local authorities to review and scrutinise decisions and actions taken and plays a vital role in influencing services and shaping policies and plans that affect our residents and businesses.

Scrutiny should:

- Provide constructive ‘critical friend’ challenge.
- Amplify the voice and concerns of the public.
- Be led by independent objective Members.
- Drive improvement in public services.

Scrutiny has a range of statutory functions, which form the foundation of its work. Scrutiny may consider any issues that affects ‘the area or the area’s inhabitants’, scrutiny also has the power to:

- Access information from multiple sources
- Require the attendance of the Executive and senior Officers to be held to account or give evidence.
- Require a response to its recommendations.
- Call-in the decisions of Executive Members.

Scrutiny 2025/26

Scrutiny Commission

Over the year Scrutiny Members have contributed to policy development, reviewed, and scrutinised Cabinet Executive decisions. Scrutiny Commission has also considered the following work topics:

Kerbside Waste Collection Policy and Food Waste Provision – Scrutiny endorsed extending the ‘no side waste’ rule to include cardboard, meaning all cardboard must go inside the recycling bin. The change supports safer collections. Capacity concerns were noted; residents can request larger bins or buy additional capacity where needed.

Members noted the food waste kit for households and welcomed confirmation that assisted collections will be available for vulnerable residents.

Scrutiny asked for stronger promotion of composting guidance and clear communications to residents about the new arrangements. Members also requested that food waste performance measures be shared with the Corporate Performance Working Group for ongoing monitoring.

Local Government Reorganisation (LGR)

Scrutiny invited all non-executive Members to consider the draft proposal '*The Case for Three Unitary Councils in a Future Leicestershire & Rutland*'. The North, City, South proposal responds to the Government's instruction to reorganise and reduce the number of councils in Leicester, Leicestershire and Rutland. It proposes three equally-sized unitary councils to deliver all council services to residents.

Commission Members provided a collective response for Cabinet to consider before the final proposal was submitted to Government. Scrutiny Commission has also requested early involvement in the next stage of LGR and Devolution once the Government has announced its chosen proposal including:

- a clear blueprint for implementation.
- an understanding of actions already taken by councils to share resources and align policies and terms.
- details of the learning and development being provided to staff to prepare them for the merger.

It is crucial that Scrutiny can make a meaningful contribution to the development of future plans and implementation of LGR. LGR was also considered as part of the budget work outlined below.

Budget 2026/27 - In January a comprehensive overview session provided background and context to the Council's draft budget proposals, setting the scene for robust scrutiny and questioning of Cabinet Executive Members.

- Council Tax - Scrutiny Members held an in-depth discussion on the proposal to increase council tax by 2.99%. The debate reflected a balance between recognising the financial pressures faced by residents and the significant budgetary demands on the authority.

Several Members highlighted that households continue to experience cost of living pressures, including rising food, energy, and housing costs. They emphasised that even a modest percentage increase in council tax can have a noticeable impact on already stretched family budgets. Some Members argued that the Council should explore further internal efficiencies, spending

restraints, the use of reserves, or alternative council tax options before placing additional financial burdens on residents.

Other Members acknowledged that unlike previous years, the council has received a three-year settlement, providing a degree of stability beyond 2026/27. However, uncertainty remains in the later years of the Medium Term Financial Strategy, and forthcoming Local Government Reorganisation presents further risk. and uncertainty around the future funding levels. Members recognised that demand for council services is likely to increase and that adequate funding is required to protect services.

- Hardship Reserve – Scrutiny Members emphasised the importance of ensuring that appropriate funds and schemes are available to mitigate potential hardship arising from the current economic climate. In light of the ongoing cost of living crisis Members encouraged Cabinet to ensure the reserve remains sufficient to support residents in need. Scrutiny would welcome the opportunity to examine the level and effectiveness of support provided through the council tax support and discretionary housing payment schemes. Scrutiny looks forward to prioritising this work following Annual Council and working with Cabinet Members and Officers.
- LGR - Members acknowledged that the Council is operating in a period of significant change and considerable uncertainty until the chosen proposal is confirmed later in the year. Scrutiny noted there is a small but notable risk of delay to LGR, which could affect the Council's future priorities and spending plans.

A key issue raised was the Council's legacy and long-term ambition. Members asked Cabinet Members to set out their intended portfolio legacies and urged early discussions and plans so these ambitions can be embedded within future plans. Members also noted that further limits on using reserves, while prudent, could reduce the Council's flexibility to deliver a meaningful legacy.

Scrutiny recognises ongoing recruitment and capacity pressures. LGR raises further concerns regarding the Council's ability to manage the transition without placing additional pressure on the existing workforce.

Scrutiny recommends that Cabinet establishes a clear legacy plan without delay. This should include the creation of a cross party legacy working group, ensuring that Members from across the Council can contribute to shaping and safeguarding the Council's long-term legacy

Scrutiny will continue to provide rigorous, constructive challenge to ensure the Council remains sustainable, drives improvement and protects the most vulnerable.

- Housing and Homelessness - Scrutiny acknowledges that rising homelessness and increased demand for temporary accommodation present the biggest risk to the Housing and Homelessness service. The proposed budget included £500,000 for homelessness prevention, which has broad cross-party support. However, Members consider this amount is only a short-term fix, and that actual costs are likely to exceed this by year-end. Scrutiny welcomes the assurances that if need and opportunity arose more funds would be made available.

To fully understand the scale and nature of the pressures, Scrutiny looks forward to examining the overall cost of homelessness, the balance between government and council funding, service user data and actions aligned with the homelessness strategy later in the year.

- Utilisation of Reserves – Members were broadly supportive of making more ambitious use of Council reserves to enable bold and innovative projects that deliver meaningful outcomes for residents. Portfolio Holders were asked to reflect on their legacy within their areas of responsibility, with changes to devolution, Scrutiny encouraged Cabinet to be more proactive and imaginative in future plans. Scrutiny welcomes the opportunity to be involved in shaping and challenging its future proposals.
- Community Services - Scrutiny is supportive of the work of the Community Services team and the work they do in prevention, including working with young people on healthy relationships, domestic abuse and sanctuary schemes. Scrutiny would welcome a further update on this important work later in the year.

Scrutiny thanks Portfolio Holders for their comprehensive overviews of budget priorities and challenges and commends officers for their work on the budget planning process.

Task & Finish and Working Groups

The Chairman and Vice-Chairman led meetings which considered the following:

Review of Cabinet Lead and Support Members – Scrutiny questioned the Leader and the Chief Executive about the purpose of the Cabinet Lead and Support Member roles and the value they add. While some roles are high profile (for example, the Youth Council Lead), Members noted that two additional roles have been introduced, increasing the total to five. Lead Members receive an allowance of £1,500 and Support Members receive £750 per year.

A Task and Finish Group was established to review the effectiveness and value of these roles. Ahead of its first meeting, all Lead and Support Members were asked to complete a questionnaire. Scrutiny Members were also provided with a schedule of

current roles, including the relevant portfolio holder, the allowance payable, and the role profile.

The questionnaire covered seven areas: understanding the role in practice; time and commitment; delivery and outcomes; value for money; working with the portfolio holder; working with officers; and overall reflections, including what has worked well and what should change.

Scrutiny thanks the Cabinet Lead and Support Members for attending the meeting and presenting their feedback from the questionnaire.

Scrutiny determined that further work is required on this review and will continue to examine this following Annual Council before presenting its findings to Cabinet Executive.

Corporate Performance Working Group (iPlan) – iPlan is used to monitor service planning, project management, risk management and progress against the Blaby District Plan.

Overview and concerns raised

For the second consecutive year, Scrutiny has raised concerns about the quality and completeness of information recorded in iPlan. Last year, Scrutiny advised Cabinet that insufficient data was being entered. At the end of 2025, Scrutiny paused its review of performance measures to allow further discussions with senior officers about the challenges faced by the Working Group.

Internal Audit findings

This year, the Council's Internal Audit service issued a limited assurance opinion and identified the following issues:

- Actions and measures should link to the strategic themes within the Blaby District Plan.
- A more robust and consistent process should be implemented for monitoring iPlan performance data.
- Targets, status and values should be recorded for each measure and project to ensure consistent and effective monitoring.

Response and next steps

Scrutiny notes the officer responses set out in the Internal Audit report and the work underway to address the issues raised. Scrutiny have extended an invitation to the Portfolio Holder and look forward to welcoming them to attend a future Scrutiny meeting to examine the effectiveness of iPlan together.

Since the budget meeting in January, Scrutiny has been given access to a wider set of measures, which it will consider at its meeting on 6 May 2026. Scrutiny thanks senior officers for enabling this and the continued support of the Business Systems, Performance & Information Manager.

Health and Wellbeing of Staff – Phase 2 of Scrutiny’s examination into staff sickness levels and mental health support began by considering data presented by officers including a questionnaire sent to all staff. Scrutiny looks forward to examining the results of the survey and considering actions being put in place to support our officers.

Non-executive Members also took part and were consulted on the following work topics:

- Examination of Capital Programme Projects 2026/27
- Annual Complaints Report
- Lightbulb
- Health and Leisure Services

Scrutiny Work Programme

All non-executive Members were invited to attend a Scrutiny Workshop to share and discuss topics that they would like Scrutiny to consider for inclusion in the Work Programme. We encourage Member’s feedback and suggestions for work topics throughout the year, to ensure that Scrutiny are considering priorities that are valuable and produce worthwhile outcomes. Additionally, all non-executive Members are invited to express their interest in chairing a task and finish group.

Number of Meetings held

Over the course of the year Members took part in 21 meetings.

Working with Scrutiny effectively

Effective scrutiny depends on open and constructive engagement between Scrutiny, Cabinet Members and officers. Providing timely, accurate and comprehensive information enables informed discussion, meaningful challenge and well-evidenced recommendations.

Early sharing of information also supports better preparation, reduces duplication, and enables Scrutiny to focus on the most significant risks, impacts and outcomes for residents. Clear explanations of options, assumptions, financial implications and performance data allow Members to add value to the decision-making process.

Scrutiny Commissioners will continue to work constructively with the Leader, Cabinet Members and senior officers to support effective information sharing and positive working relationships.

Scrutiny is supportive of pre-decision scrutiny as it provides an opportunity for Members to influence decisions, challenge assumptions and assess risks associated with the implementation of those decisions. Scrutiny welcomes this continued approach in the new municipal year.

We would like to thank all colleagues for their contribution to the work of Scrutiny Commission and its Work Groups this year.

A tribute to Geoff Welsh

In closing, Scrutiny would like to pay tribute to Geoff Welsh, a former Councillor and Chairman of the Scrutiny Commission, who sadly passed away on 9 April 2026.

Geoff was one of our longest-serving District Councillors, having served as a Member of the Council from May 1995 until his departure on 7 November 2023. He was Chairman and a Commissioner of the Scrutiny Commission from its inception in May 2000. He led many successful working groups and, under his stewardship, Scrutiny was one of only three public bodies shortlisted for the Centre for Public Scrutiny's Good Scrutiny Awards in the 2010 Scrutiny Team of the Year category, with our work being Highly Commended.

Geoff was a true champion of scrutiny, dedicating many years of service to strengthening accountability and improving outcomes for residents.

Cllr. Nick Brown - Scrutiny Commission Chairman
Cllr. Neil Wright – Scrutiny Commission Vice-Chairman

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AUDIT & CORPORATE GOVERNANCE COMMITTEE
ANNUAL REPORT
2025/26

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FOREWORD

As Chair of the Audit and Corporate Governance Committee, I am pleased to present this Annual Report which sets out the role of the Committee and summarises the work and achievements we have undertaken as a committee during the financial year 2025/26.

It is my duty to commend the 2025/26 Audit Committee Annual Report.

Effective audit committees build strong relationships, so we intend to collaborate with management, external auditors, and other stakeholders.

In particular, it is pleasing to report that in such febrile times for local councils, that is, with the imminent prospect of fundamental changes, the first in half a century; because of *Local Government Reform* (LGR); Blaby District Council can rightly claim the status of a going concern, which is risk averse but has the resources and willingness to adapt to such challenges, financial or organisational, that may present themselves in the relative short and medium term. The aim and objective of BDC is to be the standard bearer of excellence for whatever form future LGR councils become in Leicestershire and Rutland.

My personal thanks as Committee Chair go to the BDC Finance Team from every level up to Director, the independent Internal Audit Team for their excellence in driving the work of the Committee plus providing its training programme and not least the Democratic Services Team that support the Committee so consistently well.

Our independently appointed external auditors Azets too deserve recognition and thanks. Clarity and timeliness of reporting is, like a breath of fresh air, most welcome.

Lastly, my thanks go to fellow Committee members, both elected and independently appointed for their consistent support through the quality and quantity of their questions and suggestions during our work.

Cllr Mark Jackson

Chair, Audit and Corporate Governance Committee

April 2026

1. INTRODUCTION

While there is no statutory obligation to have such an arrangement, Audit Committees are widely recognised as a core component of effective governance and therefore reflect good practice. The CIPFA (Chartered Institute of Public Finance and Accountancy) Position Statement also states that *“Audit Committees are a key component of an authority’s governance framework. Their function is to provide an independent and high-level resource to support good governance strong public financial management.”*

The Blaby District Council (BDC) Audit and Corporate Governance (ACG) Committee is properly constituted and as such is given sufficient authority and resources by the Council. In effect, the Committee has the right to obtain all the information it considers necessary and to consult directly with senior managers. In line with best practice the Committee can report its observations and concerns directly to the Council.

A local authority has a duty to ensure that it is fulfilling its responsibilities for adequate and effective internal control, risk management and governance, as well as the economy, efficiency, and effectiveness of its activities. The Committee has a key role in overseeing and assessing the internal control, risk management and corporate governance arrangements and advising the Council on the adequacy and effectiveness of those arrangements.

This role is reflected in the Committee’s Functions, as detailed in the Council’s Constitution. During May 2022 CIPFA published its update Position Statement on Audit Committees in Local Authorities and Police, this was supported by guidance, published in October 2022, ‘Audit Committees – Practical guidance for Local Authorities and Police’, an update from 2018.

2. HIGHLIGHTS OF THE YEAR

There have been many benefits from the work of the Committee. The main outcomes and improvements include:

- a) Received and approved the 2024/25 Accounts.
- b) Received risk register updates at each of its meetings.
- c) Training received for Committee Members.
- d) Received and approved the Internal Audit Plan for 2025/26.
- e) Received and approved the External Audit Planning Report from the external auditors, Azets, for 2024/25.

3. SUMMARY OF WORK UNDERTAKEN

3.1 EXTERNAL AUDIT

- a) Received and approved the Statement of Accounts for 2024/25.
- b) Received and approved the Annual Audit Report 2023/24.
- c) Received and approved the Annual Audit Report 2024/25.
- d) Received and approved the External Audit Planning Report from the external auditors, Azets, for 2024/25.
- e) Received updates on a regular basis on the build back and backstop dates in relation to the audit assurance of the statement of accounts.

3.2 INTERNAL AUDIT

- a) Continued to oversee the internal audit arrangements for the Council.
- b) Received and approved the Internal Audit Annual Report for 2024/25. This included the Annual Audit Opinion on the adequacy and effectiveness of the framework of control, risk management and governance within the Council.
- c) Received and approved the Internal Audit Charter and Mandate.
- d) Received and approved the Internal Audit Strategy.
- e) Received and approved the Internal Audit Plan for 2025/26. The plan ensures that internal audit resources are prioritised towards those systems and areas which, are considered to be of high risk, or which contribute most to the achievement of the Council's corporate objectives. It is designed to enable the Internal Audit Manager to give her opinion at the end of the year but is flexible to ensure it remains relevant throughout the year.
- f) Monitored the delivery of the Internal Audit Plan for 2025/26 through regular update reports presented by the Audit Manager.
- g) Received and considered the results of internal audit work performed in respect of each Directorate.
- h) Monitored the progress made by management during the period to address identified control weaknesses (recommendations).

- i) Monitored the performance of the Internal Audit team through the regular update reports.

3.3 RISK MANAGEMENT

- a) Continued to oversee the Council's risk management arrangements.
- b) Received quarterly corporate risk updates.
- c) Reviewed the progress made by the Council to identify and address corporate risks. This included consideration of the Corporate Risk Register.

3.4 CORPORATE GOVERNANCE

- a) Ensured the work plan for the year ahead, covered all relevant areas during the year.
- b) Reviewed the Annual Governance Statement prior to it being considered by Cabinet.

3.5 FINANCE

- a) Reviewed and approved the proposed Accounting Policies to be used in the preparation of the 2024/25 Statement of Accounts.

4. TRAINING & DEVELOPMENT

- a) Members have completed a self-assessment against CIPFA Guidance for Local Authority Audit Committees. The assessments will be used to inform an ongoing training programme for Members and assist in the recruitment of a second independent member.
- b) Members have received training in respect of Global Internal Audit Standards and expanded their understanding of Internal and External Audit Functions.

5. LOOKING FORWARD

- a) The Committee approved the work programme for the 2026/27 financial year setting out the receipt of regular update reports and annual assurance reports.
- b) The Committee will continue to closely monitor the publishing of the Council's Statement of Accounts.
- c) Continued training and development, as required, of Members in line with the CIPFA Position Statement.
- d) Begin the recruitment of a second independent person to the Committee following the update of the skills and knowledge audit for committee members.
- e) Continue to review the functions of the Committee in line with the CIPFA Position Statement.

6. FUNCTIONS OF THE AUDIT & CORPORATE GOVERNANCE COMMITTEE

FUNCTIONS

1. Governance, Risk and Control

- To review the council's corporate governance arrangements against the good governance framework, including the ethical framework, and consider the local code of governance.
- To monitor the effective development and operation of risk management in the council.
- To monitor progress in addressing risk-related issues reported to the committee.
- To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- To consider reports on the effectiveness of financial management arrangements, including compliance with CIPFA's Financial Management Code.
- To consider the council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- To review the assessment of fraud risks and potential harm to the council from fraud and corruption.
- To monitor the counter fraud strategy, actions and resources.
- To review the governance and assurance arrangements for significant partnerships or collaborations

2. Financial and Governance Reporting

Governance Reporting

- To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, including the head of internal audit's annual opinion.
- To consider whether the annual evaluation for the Annual Governance Statement fairly concludes that governance arrangements are fit for purpose, supporting the achievement of the authority's objectives.

Financial reporting

- To monitor the arrangements and preparations for financial reporting to ensure that statutory requirements and professional standards can be met.
- To review and approve the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.

- To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

3. Arrangements for audit and assurance

External audit

- To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by PSAA or the authority's auditor panel as appropriate.
- To consider the external auditor's annual letter, relevant reports and the report to those charged with governance.
- To consider specific reports as agreed with the external auditor.
- To comment on the scope and depth of external audit work and to ensure it gives value for money.
- To consider additional commissions of work from external audit.
- To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.
- To provide free and unfettered access to the audit committee chair for the auditors, including the opportunity for a private meeting with the committee.

Internal audit

- To approve the internal audit charter.
- To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.
- To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
- To approve significant interim changes to the risk-based internal audit plan and resource requirements.
- To make appropriate enquiries of both management and the head of internal audit to determine if there are any inappropriate scope or resource limitations.
- To consider any impairments to the independence or objectivity of the head of internal audit arising from additional roles or responsibilities outside of internal auditing and to approve and periodically review safeguards to limit such impairments.
- To consider reports from the head of internal audit on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include:
 - updates on the work of internal audit, including key findings, issues of concern and action in hand as a result of internal audit work
 - regular reports on the results of the QAIP

- reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN), considering whether the non-conformance is significant enough that it must be included in the AGS.
- To consider the head of internal audit's annual report, including:
 - the statement of the level of conformance with the PSIAS and LGAN and the results of the Quality Assurance and Improvement Programme (QAIP) that support the statement (these will indicate the reliability of the conclusions of internal audit)
 - the opinion on the overall adequacy and effectiveness of the council's framework of governance, risk management and control, together with the summary of the work supporting the opinion (these will assist the committee in reviewing the AGS).
- To consider summaries of specific internal audit reports as requested.
- To receive reports outlining the action taken where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.
- To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every five years.
- To consider a report on the effectiveness of internal audit to support the AGS where required to do so by the accounts and audit regulations.
- To provide free and unfettered access to the audit committee chair for the head of internal audit, including the opportunity for a private meeting with the committee.

4. Accountability Arrangements

- To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements and internal and external audit functions.
- To report to full council on a regular basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.
- To publish an annual report on the work of the committee, including a conclusion on the compliance with the CIPFA Position Statement

BLABY DISTRICT COUNCIL

CABINET EXECUTIVE - 2026/27

NAME	WARD	PRIME AREA OF RESPONSIBILITY
Cllr. Ben Taylor	Fosse Highcross	Leader
Cllr. Cheryl Cashmore	Enderby	Finance, People & Transformation (Deputy Leader)
Cllr. Nick Chapman	Glenfield Ellis	Health, Community and Economic Development
Cllr. Susan Findlay	North Whetstone	Homelessness, Housing & Community Safety
Cllr. Nigel Grundy	Narborough and Littlethorpe	Neighbourhood Services & Assets
Cllr. Mike Shirley	Fosse Highcross	Planning, Strategic Growth and Environment

Cabinet Lead/Support Appointments

NAME	AREA OF RESPONSIBILITY
Cllr. Lee Breckon	Net Zero Lead
Cllr. Adrian Clifford	Youth Council Lead
Cllr. Les Phillimore	Community Safety Lead
Cllr. Matt Tomeo	Equalities, Diversity and Inclusion Lead
Cllr. Mark Jackson	Armed Forces Support

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PORTFOLIO RESPONSIBILITIES 2026/27

PORTFOLIO	SCOPE	KEY MEETINGS/ PARTNERSHIPS
<p>LEADER</p> <p>CLLR BEN TAYLOR</p> <p>Lead Officers:</p> <ul style="list-style-type: none"> • Chief Executive • Executive Directors • Corporate Services Group Manager • Neighbourhood Services Group Manager • Planning & Strategic Growth Group Manager 	<ul style="list-style-type: none"> • Delivery of the Blaby District Plan • Governance & Information Management • Democratic Services and Scrutiny • Electoral Services • Legal Services • Strategic Planning • Strategic Communications • Safeguarding • Corporate Health & Safety • Emergency Planning and Business Continuity • Web Development • Local Government Reorganisation and Devolution • Corporate Performance • Building Control 	<ul style="list-style-type: none"> • East Midlands Councils • District Council Leaders • District Council Network (DCN) • Planning Members Advisory Group • Building Control Partnership
<p>FINANCE, PEOPLE & TRANSFORMATION</p> <p>CLLR CHERYL CASHMORE (Deputy Leader)</p> <p>Lead Officers:</p> <ul style="list-style-type: none"> • Executive Director S.151 • Finance Group Manager • Transformation and ICT Group Manager 	<ul style="list-style-type: none"> • Finance, including Treasury Management, Capital Programme and Financial Planning • Audit and Fraud • Risk Management • Procurement • Revenues, Benefits and Recovery • Human Resources • Major Corporate Projects • Customer Services • Transformation • ICT • Armed Forces Support (Cllr Appointment) • Equalities, Diversity and Inclusion Lead (Cllr Appointment) 	
<p>HEALTH, COMMUNITY AND ECONOMIC DEVELOPMENT</p> <p>CLLR NICK CHAPMAN</p> <p>Lead Officers:</p> <ul style="list-style-type: none"> • Assets and Major Projects Group Manager 	<ul style="list-style-type: none"> • Health and Leisure • External Funding • Parish and Voluntary Sector Liaison • Tourism • Economic Development, including Work & Skills and Community Grants • Youth Council Lead (Cllr Appointment) 	

PORTFOLIO	SCOPE	KEY MEETINGS/ PARTNERSHIPS
<p>HOMELESSNESS, HOUSING & COMMUNITY SAFETY</p> <p>CLLR SUSAN FINDLAY</p> <p>Lead Officer:</p> <ul style="list-style-type: none"> • Environmental Health, Housing & Community Safety Group Manager 	<ul style="list-style-type: none"> • Community Safety • Housing and Homelessness • Community Services • Private Sector Housing Enforcement • Lightbulb and Hospital Enablement Team • Community Safety Lead (Cllr Appointment) 	<ul style="list-style-type: none"> • Community Safety Partnership • Police and Crime Panel (Outside Body Appointment to Community Safety Lead Member) • Housing Member Advisory Group
<p>NEIGHBOURHOOD SERVICES & ASSETS</p> <p>CLLR NIGEL GRUNDY</p> <p>Lead Officers:</p> <ul style="list-style-type: none"> • Executive Directors • Neighbourhood Services Group Manager • Assets and Major Projects Group Manager 	<ul style="list-style-type: none"> • Open Space Maintenance • Parks and Open Spaces • Refuse and Recycling • District Cleansing • Fleet Management • Car Parks (Assets) • Management of Strategic Sites • Assets and Facilities Management 	
<p>PLANNING, STRATEGIC GROWTH AND ENVIRONMENT</p> <p>CLLR MIKE SHIRLEY</p> <p>Lead Officers:</p> <ul style="list-style-type: none"> • Planning & Strategic Growth Group Manager • Environmental Health, Housing & Community Safety Group Manager 	<ul style="list-style-type: none"> • Local Plan • Blaby District Growth Plan • Planning Policy and S106 • Planning Enforcement • Development Control • Environmental Services • Environmental Health • Car Parks (Management) • Net Zero • Net Zero Lead (Cllr Appointment) 	<ul style="list-style-type: none"> • Rural lead • A46 Partnership Meeting • A5 Partnership Meeting

COMMITTEES/SUB-COMMITTEES
CHAIRMEN AND VICE-CHAIRMEN 2026-2027

	Chairman	Vice-Chairman
Appeals Committee	Cllr. Terry Richardson	N/A
Audit & Corporate Governance Committee	Cllr. Mark Jackson	Cllr. Les Phillimore
Chief Executive & Directors Appointments Committee	Cllr. Ben Taylor	Cllr. Cheryl Cashmore
Chief Executive, Directors & Chief Officers Disciplinary Committee	Cllr. Nick Chapman	Cllr. Susan Findlay
Grievance & Standards Committee	Cllr. Cheryl Cashmore	Cllr. Lee Breckon
Licensing & Regulatory Committee	Cllr. Roy Denney	Cllr. Janet Forey
Member Development Steering Group	Cllr. Adrian Clifford	Cllr. Matt Tomeo
Planning Committee	Cllr. Lee Breckon	Cllr. Terry Richardson
Staff Joint Consultative Committee	Cllr. Roy Denney	Cllr. Mark Jackson

**Nominations for Chairman and Vice-Chairman of Scrutiny Commission
2026-2027**

	Chairman:	Vice-Chairman:
Conservative Group	-	Cllr. Neil Wright
Liberal Democrat Group	Cllr. Antony Moseley	Cllr. Antony Moseley
Labour Group	Cllr. Nick Brown	Cllr. Nick Brown

Members will vote at the meeting to elect a Chairman and Vice-Chairman of Scrutiny Commission.

Where there is more than one nomination for any of the Chair/Vice-Chair positions, then the nominations will be put to the vote at the meeting.

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Appointments to Outside Bodies 2026-2027**BLABY DISTRICT COUNCIL**
APPOINTING BODY – COUNCIL

Name of Organisation	Term of Office	Previous Appointee (2025/26)	Conservative (New Appointee 2026/27)	Liberal Democrat	Labour
Croft Quarry Liaison Committee	Annual	Cllr. Neil Wright	Cllr. Neil Wright		
Croft Quarry Liaison Committee	Annual	Environmental Health, Housing & Community Services Group Manager			
Enderby Village Institute	Annual	Cllr. Cheryl Cashmore	Cllr. Cheryl Cashmore		
East Midlands Housing Group	Annual	Cllr. Cheryl Cashmore	Cllr. Cheryl Cashmore		
East Midlands Housing Group	Annual	Cllr. Ben Taylor	Cllr. Ben Taylor		
Friends of Narborough Station	Annual	Cllr. Janet Forey	Cllr. Janet Forey		
Joint Community Safety Partnership	Annual	Cllr. Susan Findlay	Cllr. Susan Findlay		
Leicestershire Police & Crime Panel	Annual	Cllr. Susan Findlay	Cllr. Les Phillimore		
Leicestershire Police & Crime Panel (Substitute)	Annual	Member of Cabinet Executive	Member of Cabinet Executive		

Name of Organisation	Term of Office	Previous Appointee (2025/26)	Conservative (New Appointee 2026/27)	Liberal Democrat	Labour
Leicestershire County Council Local Pensions Committee	Annual Appointment by District Leaders	Cllr. Roy Denney	Cllr. Lee Breckon		
PATROL (Parking and Traffic Regulations Outside London) Joint Committee.	Annual	Cllr. Susan Findlay	Cllr. Susan Findlay		
PATROL (Parking and Traffic Regulations Outside London) Joint Committee. (Substitute)	Annual	Member of Cabinet Executive	Member of Cabinet Executive		
Health and Wellbeing Board – Leicestershire County Council	Annual Appointment by District Leaders	Cllr. Nick Chapman	Cllr. Cheryl Cashmore		

COMMITTEE MEMBERSHIP 2026-2027

APPEALS COMMITTEE

5 Members

Conservative (2)		Liberal Democrat (1)		Labour (1)		Independent (1)	
1	Cllr. Terry Richardson	3	Cllr. Ande Savage	4	Cllr. Tracey Shepherd	5	Cllr. Maggie Wright
2	Cllr. Nigel Grundy						

Eligibility/Non-Eligibility for Membership:

- Members - All Members of the Council are eligible.
- Members of the Grievance Committee and Chief Executive, Directors & Chief Officers Disciplinary Committee are not eligible.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- Members of the Cabinet Executive are not eligible.

AUDIT & CORPORATE GOVERNANCE COMMITTEE

7 Members

Conservative (4)		Liberal Democrat (1)		Labour (1)		Green (1)	
1	Cllr. Mark Jackson	5	Cllr. Richard Holdridge	6	Cllr. Alex DeWinter	7	Cllr. Roger Stead
2	Cllr. Les Phillimore						
3	Cllr. Adrian Clifford						
4	Cllr. Stuart Coar						

Eligibility/Non-Eligibility for Membership:

- Members - Members of the Cabinet Executive are not eligible.
- Members of Scrutiny Commission are not eligible
- Substitute Members - Members of the Cabinet Executive are not eligible.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible.

CHIEF EXECUTIVE REMUNERATION PANEL

3 Members

Conservative (1)		Liberal Democrat (1)		Labour (1)	
1	Cllr. Ben Taylor	2	Cllr. Luke Cousin	3	Cllr. Nick Brown

Eligibility/Non-Eligibility for Membership:

- Political Group Leaders only
- Membership is limited to the three political groups with the largest number of seats.
- Substitute Members: Deputy Group Leaders only.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the committee are eligible

CHIEF EXECUTIVE & DIRECTORS APPOINTMENTS COMMITTEE

5 Members

Conservative* (3)		Liberal Democrat (1)		Labour (1)	
1	Cllr. Ben Taylor	4	Cllr. Hannah Gill	5	Cllr. Nick Brown
2	Cllr. Cheryl Cashmore (Deputy Leader)				
3	(Member of Cabinet Executive)				

*At least one appointment must be a member of the Cabinet Executive

Eligibility/Non-Eligibility for Membership:

- All Members are eligible.
- Representation will be a mix of genders.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the committee are eligible

CHIEF EXECUTIVE, DIRECTORS & CHIEF OFFICER DISCIPLINARY COMMITTEE

(Head of Paid Service, Chief Finance Officer and Monitoring Officer)

5 Members

Conservative (2)		Liberal Democrat (1)		Independent (1)		Reform (1)	
1	Cllr. Nick Chapman	3	Cllr. Luke Cousin	4	Cllr. Rebecca Lunn	5	Cllr. Dr. John Bloxham
2	Cllr. Susan Findlay						

Eligibility/Non-Eligibility for Membership:

- Members - All Members of the Council are eligible.
- Representation will be a mix of genders.
- Substitute Members - All Members of the Council are eligible
- Members of the Grievance Committee and Appeals Committee are not eligible

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible to hold these positions of office.

GRIEVANCE & STANDARDS COMMITTEE

5 Members

Conservative (3)		Liberal Democrat (1)		Labour (1)	
1	Cllr. Cheryl Cashmore	4	Cllr. Paul Hartshorn	5	Cllr. Nick Brown
2	Cllr. Lee Breckon				
3	Cllr. Mike Shirley				

Eligibility/Non-Eligibility for Membership:

- Members - All Members of the Council are eligible.
- Representation will be a mix of genders.
- Substitute Members - All Members of the Council are eligible.
- Members of the Chief Executive, Directors & Chief Officers Disciplinary Committee and the Appeals Committee are not eligible.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible to hold these positions of office.

STAFF JOINT CONSULTATIVE COMMITTEE

5 Members (Member Side)

Conservative (3)		Liberal Democrat (1)		Labour (1)	
1	Cllr. Roy Denney	4	Cllr. Richard Holdridge	5	Cllr. Bob Waterton
2	Cllr. Mark Jackson				
3	Cllr. Neil Wright				

Eligibility/Non-Eligibility for Membership:

- Members - All Members of the Council are eligible
- Substitute Members - All Members of the Council are eligible

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible to hold these positions of office which is usually alternated between the employer and employee sides

LICENSING & REGULATORY COMMITTEE

13 Members

Conservative (6)		Liberal Democrat (3)		Labour (1)		Green (1)		Independent (1)		Reform (1)	
1	Cllr. Roy Denney	7	Cllr. Royston Bayliss	10	Cllr. Shabbir Aslam	11	Cllr. Roger Stead	12	Cllr. Rebecca Lunn	13	Cllr. Dr. John Bloxham
2	Cllr. Janet Forey	8	Cllr. Paul Hartshorn								
3	Cllr. Stuart Coar	9	Cllr. Helen Gambardella								
4	Cllr. Adrian Clifford										
5	Cllr. Matt Tomeo										
6	Cllr. Jane Wolfe										

Eligibility/Non-Eligibility for Membership:

- Members - Members of the Cabinet Executive are not eligible.
- Substitute Members - Members of the Cabinet Executive are not eligible.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- Members of the Cabinet Executive are not eligible.
- All Members of the Committee are eligible to hold these positions of office.

LICENSING SUB COMMITTEE

3 Members

Members and Substitute Members will be called off the list of members of the Licensing & Regulatory Committee by Democratic Services.

Proportionality does not apply.

PRIVATE HIRE / HACKNEY CARRIAGE REGULATORY SUB-COMMITTEE

3 Members

Members and Substitute Members will be called off the list of members of the Licensing & Regulatory Committee by Democratic Services.

Proportionality does not apply.

MEMBER DEVELOPMENT STEERING GROUP

10 Members

Conservative (5)		Liberal Democrat (2)		Labour (2)		Green (1)	
1	Cllr. Adrian Clifford	6	Cllr. Luke Cousin	8	Cllr. Nick Brown	10	Cllr. Roger Stead
2	Cllr. Matt Tomeo	7	Cllr. Ande Savage	9	Cllr. Bob Waterton		
3	Cllr. Dillan Shikotra						
4	Cllr. Jane Wolfe						
5	Cllr. Neil Wright						

Eligibility/Non-Eligibility for Membership:

- Members - All Members of the Council are eligible.
- Substitute Members - All Members of the Council are eligible.
- 1 Member of the Steering Group must be a newly elected member

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible.

PLANNING COMMITTEE

9 Members

Conservative (5)		Liberal Democrat (2)		Labour (1)		Green (1)	
1	Cllr. Lee Breckon	6	Cllr. Helen Gambardella	8	Cllr. Bob Waterton	9	Cllr. Tony Deakin
2	Cllr. Terry Richardson	7	Cllr. Richard Holdridge				
3	Cllr. Roy Denney						
4	Cllr. Mark Jackson						
5	Cllr. Les Phillimore						

Eligibility/Non-Eligibility for Membership:

- Members - Members of the Council are eligible providing that they have attended the mandatory training.
- Substitute Members – All Members of the Council are eligible*
- Members must attend site visits in order to vote on applications.

**It is accepted that Cabinet Executive Members will not normally be Members of this Committee.*

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- All Members of the Committee are eligible to hold these positions of office.

SCRUTINY COMMISSION

13 Members

Conservative (7)		Liberal Democrat (3)		Labour (2)		Independent (1)	
1	Cllr. Neil Wright	8	Cllr. Royston Bayliss	11	Cllr. Nick Brown	13	Cllr. Maggie Wright
2	Cllr. Lee Breckon	9	Cllr. Luke Cousin	12	Cllr. Tracey Shepherd		
3	Cllr. Roy Denney	10	Cllr. Antony Moseley				
4	Cllr. Janet Forey						
5	Cllr. Dillan Shikotra						
6	Cllr. Matt Tomeo						
7	Cllr. Jane Wolfe						

Eligibility/Non-Eligibility for Membership:

- Members of the Cabinet Executive are not eligible.
- Members of the Audit & Corporate Governance Committee are not eligible.

Eligibility/Non-Eligibility for Chairmanship/Vice-Chairmanship:

- A vote will be taken at Annual Council to determine who will hold the position of Chairman and Vice-Chairman.
- Any Member of the Scrutiny Commission can be appointed to Chair the meeting in the event of the Chairman and Vice-Chairmen being absent from a meeting.

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Seat Allocation Table 2026/27

Committee	Conservative	Liberal Democrat	Labour	Green	Independent	Independent	Reform
Appeals Committee	2	1	1	-	1	-	-
Audit & Corporate Governance Committee	4	1	1	1	-	-	-
Chief Executive Remuneration Panel	1	1	1	-	-	-	-
Chief Executive & Directors Appointments Committee	3	1	1	-	-	-	-
Chief Executive, Directors & Chief Officer Disciplinary Committee	2	1	-	-	-	1	1
Grievance & Standards Committee	3	1	1	-	-	-	-
Staff Joint Consultative Committee	3	1	1	-	-	-	-
Licensing & Regulatory Committee	6	3	1	1	-	1	1

Committee	Conservative	Liberal Democrat	Labour	Green	Independent	Independent	Reform
Member Development Steering Group	5	2	2	1	-	-	-
Planning Committee	5	2	1	1	-	-	-
Scrutiny Commission	7	3	2	-	1	-	-

BLABY DISTRICT COUNCIL SCHEDULE OF MEETINGS

12 May 2026- 31 December 2027

Committee	Time	MAY '26	JUN '26	JUL '26	AUG '26	SEP '26	OCT '26	NOV '26	DEC '26	JAN '27	FEB '27
Council	5:30pm	12	30			22		24		26	23
Cabinet Executive	5:30pm	11	29			14		16		18	22
Scrutiny Commission	5:30pm		17			09		04			10
Planning Committee	4:30pm		11	02, 30		03	01, 29	26		21	11
Audit & Corporate Governance Committee	6:00pm			27				30		25	
Licensing & Regulatory Committee	5:30pm			07			08				
Member Development Steering Group	5:30pm		03			16					
Scrutiny - Consideration of 2027/28 - Budget Proposals	5:30pm									13, 20, 27	

Committee	Time	MAR '27	APR '27	MAY '27	JUN '27	JUL '27	AUG '27	SEP '27	OCT '27	NOV '27	DEC '27
Council	5:30pm		20	25		06		21		23	
Cabinet Executive	5:30pm	15		10		05		13		08	
Scrutiny Commission	5:30pm		14		16			08		03	
Planning Committee	4:30pm	11	08	20	10	08, 29		02, 30	28	25	
Audit & Corporate Governance Committee	6:00pm		26			26				15	
Licensing & Regulatory Committee	5:30pm		22			13			12		
Member Development Steering Group	5:30pm	10			23			15			

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Agenda Item 16

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