

To Members of the Council

Cllr. Iain Hewson (Chairman)
Cllr. Cheryl Cashmore (Vice-Chairman)

Cllr. Shabbir Aslam
Cllr. Shane Blackwell
Cllr. Lee Breckon JP
Cllr. Nick Brown
Cllr. Nick Chapman
Cllr. Adrian Clifford
Cllr. Stuart Coar
Cllr. Roy Denney
Cllr. Alex DeWinter
Cllr. David Findlay
Cllr. Janet Forey
Cllr. David Freer

Cllr. Deanne Freer
Cllr. Chris Frost
Cllr. Nigel Grundy
Cllr. Paul Hartshorn
Cllr. Mark Jackson
Cllr. Trevor Matthews
Cllr. Sam Maxwell
Cllr. Christine Merrill
Cllr. Phil Moitt
Cllr. Mat Mortel
Cllr. Antony Moseley
Cllr. Michael O'Hare

Cllr. Les Phillimore
Cllr. Louise Richardson
Cllr. Terry Richardson
Cllr. Tracey Shepherd
Cllr. Mike Shirley
Cllr. Ben Taylor
Cllr. Kirsteen Thomson
Cllr. Bev Welsh
Cllr. Geoff Welsh
Cllr. Jane Wolfe
Cllr. Maggie Wright

Dear Councillor,

A meeting of the **COUNCIL** will be held in the Council Chamber - Council Offices, Narborough on **TUESDAY, 18 APRIL 2023** at **5.30 p.m.** for the transaction of the following business and your attendance is requested.

Yours faithfully



Louisa Horton
Corporate Services Group Manager and Monitoring Officer



AGENDA

SECTION 1 - INTRODUCTION

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

1. Apologies for absence
2. Disclosures of Interests from Members

To receive disclosures of interests from Members (i.e. the existence and the nature of those interests in respect of items on this agenda).

3. Minutes (Pages 5 - 12)

To approve and sign the minutes of the meeting held on 22 February 2023 (enclosed).

SECTION 2 - STANDARD COUNCIL BUSINESS

To receive announcements from the Chairman and the statement of the Leader of the Council.

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

4. Chairman's Announcements
5. Leader's Statement
6. Amendments to the Constitution - Membership of Planning Committee and Scrutiny Commission (Pages 13 - 16)

To consider the report of the Corporate Services Group Manager & Monitoring Officer (enclosed).

SECTION 3 - PRESENTATIONS TO COUNCIL

To consider any presentations from Council Officer's or an external body/partner agency.

7. Presentation: Lightbulb and HET Service

To receive a presentation from the Lightbulb Service Manager and the Business, Partnership & Health Improvement Group Manager.

SECTION 4 - QUESTIONS FROM THE PUBLIC & PRESENTATION OF PETITIONS

To receive questions to Councillors submitted by members of the public and to receive any petitions submitted in accordance with the Council's petitions scheme.

8. To receive a Petition against the Lead Smelting operation on Wharf Way

Petition request:

The Council have asked for responses to the temporary permit of works by Sand Casting Lead Conservation Ltd Unit S7C Wharf Way. This Petition is our response. This is the noise and smelly fumes coming from the two flues that have appeared on the roof of that building in the past month or so. The fumes are noxious and the content level of Lead being released into the atmosphere is unknown. The noise level is ridiculous.

Please sign this petition against the Lead Smelting operation on Wharf Way and we are asking that the current temporary permit is withdrawn on the grounds of public safety and nuisance. It should not be reissued.

The Council will receive the Petition and refer it to the Environmental Services Manager for consideration.

9. Public Speaking Protocol

Requests received by the Protocol deadline to be reported by the Monitoring Officer with details of the Agenda Item to which they relate. (Such persons entitled to use the Protocol attend for the purpose of making representations, answering questions or giving evidence relating to the business of the meeting and the time allocated to each person is a maximum of three minutes unless extended at the discretion of the Chairman).

SECTION 5 - MEMBERS' QUESTIONS

To receive any questions submitted by Councillors.

10. Questions from Members

Any Members wishing to submit questions must do so to the Monitoring Officer no later than 5 working days before the meeting.

The Monitoring Officer will report if any questions have been submitted.

SECTION 6 - REPORTS FOR DECISIONS

To consider any reports submitted for consideration by Council.

11. Leicestershire ICT Partnership - Future Governance Arrangements (Pages 17 - 22)

To consider the report of the Executive Director (enclosed).

12. Corporate Action Plan 2023/24 (Pages 23 - 32)

To consider the report of the Performance & Information Service Manager (enclosed).

SECTION 7 - MOTIONS/ DEBATES/CONSULTATIONS & MEMBERS' FEEDBACK

To consider Motions submitted by Councillors, take part in a debate or receive Member feedback from attendance at national briefings, key training initiatives or work on any Outside Bodies.

SECTION 8 - EXEMPT REPORTS

There are no reports for consideration under this Section.

COUNCIL

Minutes of a meeting held at the Council Offices, Narborough

WEDNESDAY, 22 FEBRUARY 2023

Present:-

Cllr. Cheryl Cashmore (Vice-Chairman)

Cllr. Lee Breckon JP	Cllr. Paul Hartshorn	Cllr. Louise Richardson
Cllr. Nick Brown	Cllr. Mark Jackson	Cllr. Terry Richardson
Cllr. Nick Chapman	Cllr. Trevor Matthews	Cllr. Tracey Shepherd
Cllr. Adrian Clifford	Cllr. Sam Maxwell	Cllr. Mike Shirley
Cllr. Roy Denney	Cllr. Christine Merrill	Cllr. Ben Taylor
Cllr. David Findlay	Cllr. Phil Moitt	Cllr. Bev Welsh
Cllr. Janet Forey	Cllr. Mat Mortel	Cllr. Geoff Welsh
Cllr. Chris Frost	Cllr. Antony Moseley	Cllr. Jane Wolfe
Cllr. Nigel Grundy	Cllr. Les Phillimore	Cllr. Maggie Wright

Officers present:-

Julia Smith	- Chief Executive
Sarah Pennelli	- Executive Director - S.151 Officer
John Richardson	- Executive Director
Nick Brown	- Finance Group Manager
Linda Durham	- Solicitor
Sandeep Tiensa	- Senior Democratic Services & Scrutiny Officer
Nicole Cramp	- Democratic & Scrutiny Services Officer
Isaac Thomas	- Democracy Support Officer

Apologies:-

Cllr. Iain Hewson, Cllr. Shabbir Aslam, Cllr. Shane Blackwell, Cllr. Stuart Coar, Cllr. David Freer, Cllr. Deanne Freer, Cllr. Michael O'Hare and Cllr. Kirsteen Thomson

231. DISCLOSURES OF INTERESTS FROM MEMBERS

No disclosures were received.

232. MINUTES

The minutes of the meeting held on 31 January 2022, as circulated, were approved and signed as a correct record.

233. CHAIRMAN'S ANNOUNCEMENTS

In the absence of the Chairman, Cllr. Iain Hewson, the Vice-Chairman, Cllr. Cheryl Cashmore made announcements in respect of the following:

- Sunday 26th February 2023 - Civic Service at All Saints Church, Sapcote.

234. LEADER'S STATEMENT

Cllr. Maggie Wright left and returned to the meeting during this item.

The Leader of the Council, Cllr. Terry Richardson, presented his statement in respect of the following:

- On behalf of the Council, sending best wishes to the Chairman, Cllr. Iain Hewson, who was unable to attend the meeting
- Holding a 1 minute silence in remembrance of Honorary Alderman Alan Tanner who had sadly passed away.
- Air Quality Grant
- Leisure Services in conjunction with Oadby & Wigston Council.
- Hinckley National Rail Freight Interchange
- Election Changes
- Sporting Champions
- Glenfield Neighbourhood Plan
- Youth Conference
- Fosse Meadows Update
- Depot Electrification Roadshow
- Social Housing Decarbonisation Fund

235. PUBLIC SPEAKING PROTOCOL

No requests were received.

236. QUESTIONS FROM MEMBERS

No questions were received.

237. ADOPTION OF THE LEICESTERSHIRE RESOURCES AND WASTE STRATEGY 2022-2050

Considered – Report of the Neighbourhood Services & Assets Group Manager, presented by Cllr. Nigel Grundy, Neighbourhood Services & Assets Portfolio Holder.

DECISIONS

1. That the Leicestershire Resources and Waste Strategy and Action Plan be adopted by the Council subject to section 5.1 of the report.
2. That the continuation of the waste partnership be approved with a requirement for it to be developed and enhanced to ensure appropriate political, strategic, and organisational engagement.
3. That the partnership explores collaborative opportunities which have the potential to deliver environmental improvements, whilst helping to reduce costs across the waste-system, such that cost shunting is avoided and mutual benefits are shared across all partners.
4. That delegated authority be given to the Portfolio holder in conjunction with the Neighbourhood Services and Assets Group Manager to make minor changes and updates to the Strategy and Action plan as necessary.

Reasons:

1. The Strategy provides a policy framework to enable a sustainable system of waste management to be implemented.
2. To ensure that the relevant authorities in Leicestershire have effective collaborative working arrangements at all levels.
3. To ensure that resources are used effectively across all partners within the partnership.

238. RECOMMENDATIONS OF THE CABINET EXECUTIVE: QUARTER 3 CAPITAL PROGRAMME REVIEW 2022/23

Considered – Report of the Accountancy Services Manager, presented by Cllr. Maggie Wright, Deputy Leader and Finance, People & Performance Portfolio Holder.

DECISIONS

1. That the report be noted.
2. That the latest Capital Programme for 2022/23 totalling £7,668,928 be approved.

Reason:

To ensure the Council has adequate resources in place to meet its capital expenditure commitments.

239. RECOMMENDATIONS OF THE CABINET EXECUTIVE: 5 YEAR CAPITAL PROGRAMME 2023/24 TO 2027/28

Considered – Report of the Finance Group Manager, presented by Cllr. Maggie Wright, Deputy Leader and Finance, People & Performance Portfolio Holder.

DECISIONS

1. That the 5 Year Capital Programme for 2023/24 to 2027/28 be approved.
2. That the application of capital resources of £3,618,500 for 2023/24, including a borrowing requirement of £2,295,500, be approved.
3. That the Capital Strategy 2023/24 to 2027/28 be approved.

Reasons:

1. To obtain approval for the proposed level of capital expenditure in 2023/24 and the suggested method of financing that expenditure.
2. To provide a longer term forecast of capital expenditure and financing requirements for the period 2023/24 to 2027/28.
3. To ensure compliance with the Prudential Code.

240. RECOMMENDATIONS OF THE CABINET EXECUTIVE: PRUDENTIAL INDICATOR & TREASURY MANAGEMENT STRATEGY 2023/24

Cllr. Mat Mortel left the meeting and returned after the vote had been taken on this item.

Considered – Report of the Finance Group Manager, presented by Cllr. Maggie Wright, Deputy Leader and Finance, People & Performance Portfolio Holder.

DECISIONS

1. That the capital prudential indicators and limits for 2023/24 to 2027/28 be approved.

2. That the Treasury Management Strategy for 2023/2024 and the treasury prudential indicators be approved.
3. That the Investment Strategy for 2023/24 be approved.
4. That the Minimum Revenue Provision (MRP) Statement for 2023/24 be approved.

Reasons:

1. The Local Government Act 2003 and supporting regulations requires the Council to “have regard to” the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice to set Prudential and Treasury Indicators for the next three years to ensure that the Council’s capital investment plans are affordable, prudent and sustainable.
2. The Act requires the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy. This covers the Council’s criteria for choosing investment counterparties and limiting exposure to the risk of loss.
3. The Act also requires the Council to undertake an annual review of its policy for calculating the minimum revenue provision (MRP) for repayment of external debt.

241. RECOMMENDATIONS OF THE CABINET EXECUTIVE: GENERAL FUND BUDGET PROPOSALS 2023/24

Considered – Report of the Executive Director (Section 151 Officer), presented by Cllr. Maggie Wright, Deputy Leader and Finance, People & Performance Portfolio Holder.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the vote was recorded as follows:

For	Against	Abstain
Cllr. Lee Breckon		
Cllr. Nick Brown		
Cllr. Cheryl Cashmore		
Cllr. Nick Chapman		
Cllr. Adrian Clifford		
Cllr. David Findlay		
Cllr. Chris Frost		
Cllr. Nigel Grundy		
		Cllr. Paul Hartshorn
Cllr. Mark Jackson		

Cllr. Trevor Matthews		
Cllr. Sam Maxwell		
		Cllr. Chris Merrill
Cllr. Phil Moitt		
		Cllr. Mat Mortel
		Cllr. Anthony Moseley
Cllr. Les Phillimore		
Cllr. Louise Richardson		
Cllr. Terry Richardson		
Cllr. Tracey Shepherd		
Cllr. Mike Shirley		
Cllr. Ben Taylor		
		Cllr. Bev Welsh
		Cllr. Geoff Welsh
Cllr. Jane Wolfe		
Cllr. Maggie Wright		

The Chairman declared that the recommendations, as detailed in the report were carried.

DECISIONS

1. To have regard to the comments of the Executive Director (Section 151 Officer) in paragraph 4.4 in respect of the requirements of the Local Government Finance Act 2003.
2. That the 2023/24 General Fund Revenue Account net expenditure budget of £14.665m be approved.
3. That delegated authority be given to the S151 Officer in consultation with the Portfolio Holder to make amendments to the Budget prior to the commencement of the financial year should it be necessary.

Reasons:

1. It is a requirement for the Cabinet Executive and Council to take into account the requirements of the Local Government Finance Act 2003 in relation to the robustness of the budget and the adequacy of reserves.
2. Cabinet and Council are required to consider and approve the General Fund Revenue Account budget proposals in order to set the budget and Council Tax for the forthcoming financial year.
3. Delegated authority is sought in order to make any amendments to the Budget should any new information become available following approval by full Council.

242. RECOMMENDATIONS OF THE CABINET EXECUTIVE: COUNCIL TAX 2023/24

Considered – Report of the Finance Group Manager, presented by Cllr. Maggie Wright, Deputy Leader and Finance, People & Performance Portfolio Holder.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the vote was recorded as follows:

For	Against	Abstain
Cllr. Lee Breckon		
Cllr. Nick Brown		
Cllr. Cheryl Cashmore		
Cllr. Nick Chapman		
Cllr. Adrian Clifford		
Cllr. David Findlay		
Cllr. Chris Frost		
Cllr. Nigel Grundy		
Cllr. Paul Hartshorn		
Cllr. Mark Jackson		
Cllr. Trevor Matthews		
Cllr. Sam Maxwell		
Cllr. Chris Merrill		
Cllr. Phil Moitt		
Cllr. Mat Mortel		
Cllr. Anthony Moseley		
Cllr. Les Phillimore		
Cllr. Louise Richardson		
Cllr. Terry Richardson		
Cllr. Tracey Shepherd		
Cllr. Mike Shirley		
Cllr. Ben Taylor		
Cllr. Bev Welsh		
Cllr. Geoff Welsh		
Cllr. Jane Wolfe		
Cllr. Maggie Wright		

The Chairman declared that the recommendations, as detailed in the report were carried.

DECISIONS

1. The Council Tax Requirement for 2023/24 is set at £6,311,930.

2. The District Council Band D Council Tax is set at £183.65, reflecting an increase of 2.99% (£5.33), all other bands being determined in accordance with the relevant Sections of the Local Government Finance Act 1992, as amended.
3. The precepts and Band D Council Tax for Leicestershire County Council*, the Office of the Police and Crime Commissioner (OPCC), the Combined Fire Authority, and the various Parish Councils within the District, be determined as set out in the following report; all other bands being determined in accordance with the relevant Sections of the Local Government Finance Act 1992, as amended.

(*subject to the meeting of Leicestershire County Council to be held on 22 February 2023).

Reason:

The Council is statutorily required to determine its own Council Tax Requirement and to determine the Council Tax for the 2023/24 financial year, taking into account precepts determined by the other preceptors.

THE MEETING CONCLUDED AT 7.55 P.M.

Blaby District Council Council

Date of Meeting 18 April 2023

Title of Report **Amendments to the Constitution – Membership of
Planning Committee and Scrutiny Commission**

This is not a Key Decision and is not on the Forward Plan

Report Author **Monitoring Officer**

Corporate Priority All Priorities: A Place to Live; A Place to Work; A Place to Visit; People Strategy; Medium Term Financial Strategy (MTFS)

1. What is this report about?

- 1.1 To amend the Constitution to amend the numbers of seats on Planning Committee and Scrutiny Commission and reduce the number of Scrutiny Commissioners to be effective from the Annual Council Meeting 23rd May 2023.

2. Recommendation(s) to Council

- 2.1 That the number of seats on the Planning Committee be reduced to 9 effective from the Annual Council Meeting 23rd May 2023.
- 2.2 That the number of seats on the Scrutiny Commission be reduced to 11 effective from the Annual Council Meeting 23rd May 2023.
- 2.3 That the number of Scrutiny Commissioners be reduced to 2 whereby a Chair of Scrutiny Commission and a Vice Chair of Scrutiny Commission will be appointed by the Council from the Scrutiny Commission membership effective from the Annual Council Meeting 23rd May 2023.
- 2.4 That the Constitution be updated to reflect the changes in recommendations 2.1 to 2.3

3. Reason for Decisions Recommended

- 3.1 These changes are considered prudent following the reduction in the number of Councillors appointed to Blaby District Council following the Boundary Review and the requirement that those appointed to the Audit & Corporate Governance Committee do not also sit on the Scrutiny Commission.

4. Matters to consider

- 4.1 This report is required in order to ensure that the Constitution accurately reflects the way the Council operates.

The changes to the number of Councillors appointed to Blaby District Council means that there is a reduced number of Councillors to be appointed to Committees. The total number of Councillors is 36.

The current number of Scrutiny Commission Members is 18 inclusive of 3 Commissioners. Members of the Commission must be non-Executive Members.

The current number of Cabinet (Executive) Members is 6 and the current members of Planning Committee is 11. The current number of Audit & Corporate Governance Committee Members is 7.

Members of the Audit & Corporate Governance Committee must also be non-Executive Members and recent guidance requires the Audit & Corporate Governance Committee membership to be independent of the Scrutiny Commission membership.

There are therefore a maximum of 23 members who could be appointed to the Scrutiny Commission, it is felt that a reduction in the number of seats is therefore prudent to ensure the effective running of the three Committees and ensure that responsibilities can be effectively split between our 36 Elected Members. It is important to note that any non-executive member will be able to sit on any Working Groups or Task and Finish Groups which are established by the Scrutiny Commission.

The reduction in the number of Commissioners is to reflect the reduction in the Committee. The Council will appoint the 2 Commissioners (a Chair and Vice Chair of Scrutiny Commission) from the nominated members of Scrutiny Commission as well as appointing to the revised membership of all Committees at the Annual Council meeting, where these changes will take effect.

4.2 Proposal(s)

That the proposed changes to the Planning Committee and Scrutiny Commission membership be approved and that the Constitution is amended accordingly.

4.3 Relevant Consultations

Democratic Services, Senior Leadership Team, Leader of the Council.

5. What will it cost and are there opportunities for savings?

- 5.1 There are no cost implications as a result of this report, there is likely to be a modest saving in reducing the number of Scrutiny Commissioners and the Meeting Attendance Allowances paid to members of the Planning Committee.

6. What are the risks and how can they be reduced?

- 6.1 No risks have been identified.

7. Other options considered

- 7.1 Retaining the current membership will not have the advantages described in the report.

8. Environmental impact

- 8.1 There are no environmental concerns.

9. Other significant issues

- 9.1 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities, and Climate Local and there are no areas of concern.

10. Appendix

- 10.1 None.

11. Background paper(s)

- 11.1 Not applicable.

12. Report author's contact details

Louisa Horton Monitoring Officer
Louisa.horton@blaby.gov.uk 0116 272 7636

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Blaby District Council Council

Date of Meeting	18 April 2023
Title of Report	Leicestershire ICT Partnership - Future Governance arrangements This is a Key Decision and not on the Forward Plan
Lead Member	Cllr. Ben Taylor - Planning Delivery and Enforcement & Corporate Transformation
Report Author	Executive Director
Corporate Priority	A Place to Work

1. What is this report about?

- 1.1 This report proposes to end the Leicestershire ICT Partnership (LICTP) delegation entered into by Council in 2006 and move to a new form of service delivery with Hinckley & Bosworth Borough Council (HBBC).

2. Recommendation(s) to Council

- 2.1 To end the existing delegation of Blaby District Councils ICT service to Hinckley & Bosworth Borough Council and simultaneously enter a new service delivery arrangement.
- 2.2 Give delegated authority to the Executive Director (S151) in consultation with the appropriate Portfolio Holder to finalise and conclude the necessary contractual arrangements and enter a service delivery agreement with Hinckley & Bosworth Borough Council for the provision of ICT services.

3. Reason for Decisions Recommended

- 3.1 A new arrangement for the provision of ICT services is considered the most appropriate way forward to provide an increased level of influence and Member oversight to meet Blaby District Councils ambition for its ongoing transformation of services.

4. Matters to consider

- 4.1 Background

The Council approved entering a delegated arrangement with HBBC at its meeting of 14 December 2010 under the provisions of section 101 of the Local Government Services Act 1972.

The delegated service, which HBBC outsourced to Sopra Steria, provided a reliable and consistent level of service to Blaby District Council and grew to include Melton Borough Council (MBC).

In January 2022, a report was brought to Council confirming that following a service review (conducted by the participating authorities) HBBC had, with the agreement of the participating authorities, insourced the LICTP from Sopra Steria who had been delivering the service since 2006. At the same time as insourcing the services Oadby & Wigston Borough Council exited the collaborative arrangement. HBBC formally commenced the in-house management of the service on 3 January 2022.

Running alongside this, Blaby as part of its approach to address future Medium Term Financial Strategy gaps, invested in staffing resources to focus on Transformation with a view to improving customer experiences, increasing the efficiency of services, implementing latest technological solutions but also reducing costs. Digital transformation will be a key component to many service changes.

To support successful delivery of Transformation plans Blaby needs to be able to influence and shape technologies of choice and at a time and pace to meet current and future service needs. It is understood by partnership authorities that these requirements may not always be the same as the other LICTP members.

As such it is felt that the best way forward for Blaby is to end the delegation and enter a new form of service delivery arrangement whereby the service model can allow for greater influence in decision making, and a model that allows for commissioning of work, alongside the provision of a core service, to meet the specific needs of Blaby and also each participating authority.

Blaby still wants to be part of the LICTP and work collaboratively with the other Councils (HBBC and MBC) who have both agreed in principle to move to a new service delivery model.

The benefits of being in the service delivery model along with other participating authorities still include economies of scale through purchasing, shared costs of auditing, procurement, data centres, service desk and access to specialist staffing. It also provides greater infrastructure resilience, greater security from cyber threats, improved Business Continuity systems and access to a larger staffing resource.

Blaby's ICT and Transformation related roadmap has included:

- The appointment of a Transformation Group Manager with responsibility for the LICTP to ensure the Councils Transformation plans are supported by the necessary ICT infrastructure and service provision.
- Agreement to appoint an ICT Programme Manager to be the day to day liaison with the LICTP and work with the Councils Service

Managers to develop a prioritised set of ICT projects to improve efficiency, customer service and cost.

- Seeking the agreement of the LICTP for the commissioning of a service diagnostic review which has identified that the service needs to prioritise resilience and stability for Blaby.
- Seeking support of LICTP participating authorities to change the governance model from delegation to one of service delivery to give greater influence and increased member involvement in decision making.

LICTP planned improvements include;

- Managed internet access at Blaby – Fibre Broadband. This forms part of the overall network resilience design providing Blaby with improved internet speed
- Resilience for Blaby file storage - this provides a solution to mitigate against the situation we experienced in December 2022 when the fileserver was unavailable for 3 working days.
- Broadband Lines Audit - to ensure network traffic is going through our fastest network links, is properly managed, and will improve the speed of some systems and the quality of Teams meetings/calls (voice/video)

Governance Arrangements:

A new governance model will be developed that is likely to include the existing Strategy Group and Executive Board meetings supplemented by meetings with elected Members. Blaby will be represented by the appropriate Portfolio Holder with Officer support. This will ensure decision-making sits with all local authorities where under the delegation this legally sat with HBBC.

Timescales:

It is the intention that the existing delegation will be ended and the new form of service agreement agreed and entered during Quarter 2 of 2023/24.

4.2 Proposal(s)

It is therefore proposed that:

- a) To end the existing delegation of Blaby District Councils ICT service to Hinckley & Bosworth Borough Council and simultaneously enter a new service delivery arrangement.
- b) Give delegated authority to the Executive Director (S151) in consultation with the appropriate Portfolio Holder to finalise and conclude the necessary contractual arrangements and enter a service delivery agreement with Hinckley & Bosworth Borough Council for the provision of ICT services.

4.3 Relevant Consultations

- Senior Leadership Team
- Member briefing held on Monday 13th March 2023

4.4 Significant Issues

A reliable, secure and efficient ICT service is critical to the Councils effective service delivery. Ensuring the most appropriate delivery and governance arrangement is a significant issue for the Council.

5. What will it cost and are there opportunities for savings?

- 5.1 There are currently no additional costs identified for entering into the new service level agreement.

6. What are the risks and how can they be reduced?

6.1

Risk	Actions to reduce the risks
A new service agreement cannot be finalised	All participating authorities have agreed in principle to enter into a new service agreement model. Legal teams will, subject to approval, develop the appropriate legal agreement.
HBBC no longer wish to provide the ICT services to Blaby	There is currently a 12-month notice period for both parties and this is expected to be continued within the new service delivery agreement. Working collaboratively currently offers the best financial arrangement for all participating authorities.
Costs increase	The ICT budget is currently being closely monitored and this will continue. Whilst there may be cost increases in the short term it is expected that the main benefit of working in collaboration is the longer-term financial economies of scale.
Stability issues and system downtime continues	Blaby will continue to work with participating authorities to identify and resolve the issues but will continue to have the ability to give 12 months' notice prior to the 31 st March on an annual basis.
Loss of key staff	It is expected that the same staffing structure will be required and as such no staff are planned to be lost through this change of service delivery model. Blaby are also recruiting a ICT Programme Manager to improve our organisational ICT knowledge.

7. Other options considered

7.1 Several other options have been considered prior to making this recommendation.

- Move to an In-house arrangement and staffing structure. It was not felt that this would offer Blaby the best way forward due to the benefits that working in collaboration with other authorities can offer. Blaby does not have any In-House ICT expertise and this option would create a higher level of risk to service provision.
- Working more closely with another District, City or County Council to form a shared service. Although there are a number of other organisations working on shared ICT proposals/arrangements, Blaby has a good working relationship with HBBC and MBC and efficiencies are being gained through this existing arrangement.
- Work with an alternative private sector organisation to provide a managed service. As above, although there are several private sector organisations who would be prepared to enter such an arrangement, however, the proposal to move to a partnership with HBBC offers continuity of delivery for Blaby and existing/proposed infrastructure developments.
- Continue with the current delegated arrangements. This option is not recommended as it does not provide Blaby with the required level of influence at a member and officer level to deliver the future Transformational changes that may be required.

8. Environmental impact

8.1 No environmental impacts have been identified as a result of this report.

9. Other significant issues

9.1 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities, and Climate Local and there are no areas of concern.

10. Appendix

10.1 None.

11. Background paper(s)

11.1 Council Report (14 December 2010 – minute ref: 250)

12. Report author's contact details

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Blaby District Council Council

Date of Meeting	18 April 2023
Title of Report	Corporate Action Plan 2023/24 This is not a Key Decision and is on the Forward Plan
Lead Member	Cllr. Terry Richardson - Leader of the Council
Report Author	Performance & Information Service Manager
Corporate Priority	All Priorities: A Place to Live; A Place to Work; A Place to Visit; People Strategy; Medium Term Financial Strategy (MTFS)

1. What is this report about?

- 1.1 The Corporate Action Plan 2023/24 outlines the Council's annual priorities.

2. Recommendation(s) to Council

- 2.1 That the Council approve the annual priorities for the Blaby District Plan.

3. Reason for Decisions Recommended

- 3.1 The Blaby District Plan, approved by Council in January 2021, sets out the priorities for the Council for the period 2021- 24. An annual plan sets out the aspirations and intent of the Council for the year ahead.

4. Matters to consider

4.1 Background

The Council's vision for the district and its key strategic objectives are set out in '[Blaby District Plan 2021 - 2024](#)'. The plan sets out our vision, which is that "Blaby District is made up of thriving and vibrant communities where people are happy to live, work and visit".

'Live', 'Work' and 'Visit' then form individual elements of the plan, with each of these containing overarching objectives that describe what we want to deliver for our district.

The role of the 'Corporate Action Plan 2023/24' is to outline the specific projects and actions planned for the forthcoming period that will continue to contribute towards the achievement of the objectives found in the Blaby Plan 2021-2024.

Once approved, the 'Corporate Action Plan 2023/24' will provide clarity to members and staff of our specific priorities and focus for the year ahead.

The delivery of the Plan will be monitored by the Senior Leadership Team, Portfolio Holders and Scrutiny. A half yearly update against the plan will be presented to the Cabinet Executive in November 23.

4.2 Proposal(s)

The proposed priorities for 2023/24 are set out in Appendix A for approval.

The focus for this year will continue to be, Transformation, concentrating on service delivery and financial challenges; One of the key activities is to develop and lead a long term vision for the Blaby District through the development of the next iteration of the Blaby District Plan.

There are some other specific activities worth highlighting within the plan which include:

- Producing the 'Transforming Blaby Together Strategy'
- Responding robustly to the Hinckley National Rail Freight Interchange
- Supporting our new Councillors to fulfil their roles with a detailed induction programme.
- Continuing our drive to Net Zero for 2030
- Focusing on our growing homelessness and housing supply issues
- Ensuring our ICT service meets the needs of the business.
- Producing a business plan to support our Medium Term Financial Strategy

4.3 Relevant Consultations

The development of the 'Corporate Action Plan 2023/24' involved consultation with the following groups.

- The Local Government Association's 'Corporate Peer Challenge' team, who visited Blaby in March 2022 and provided a subsequent report of their key findings and recommendations following their improvement focused review.
- Staff from across the council's services, most notably via individual 'service plans' collated by the manager of each area and their teams. Members of the Council's Senior Leadership Team met with each service manager to discuss and understand their forthcoming priorities.
- Members of the Scrutiny Commission (on 12 April 2023)

4.4 Significant Issues

There are none within the report, however, individual activities will have associated issues and these will be reported on separately.

5. What will it cost and are there opportunities for savings?

- 5.1 The annual budget, approved by Council on 22nd February 2023, supports the delivery of the Blaby District Plan.

6. What are the risks and how can they be reduced?

Current Risk	Actions to reduce the risks
That the projects and actions within the Corporate Action Plan 2023-24 are not delivered, meaning the key strategic objectives found in the Blaby Plan 2021-24 may also be diminished.	The delivery of the action plan will be monitored by SLT with reports to Council on a six-monthly basis. In addition, relevant Portfolio Holders will be kept up to date with specific activities.
That issues / challenges arise which are not detailed within the Plan.	The plan is a flexible, working document which will be reviewed regularly to reflect and necessary changes.

7. Other options considered

- 7.1 No other options were considered. It is important that residents, partners, Elected Members and staff are familiar with how the Council intends to deliver against the agreed priorities

8. Environmental impact

- 8.1 Any environmental impacts will be outlined alongside each individual project/action contained within the Corporate Action Plan 2023-24. However, our journey to Net Zero is a key priority for the Council and, there are actions within the annual plan which support the delivery of this priority.

9. Other significant issues

- 9.1 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities, and Climate Local and there are no areas of concern.

10. Appendix

- 10.1 Appendix A – The Corporate Action Plan 2023-24 (to follow)

11. Background paper(s)

11.1 [Blaby District Plan 2021 - 2024](#)

12. Report author's contact details

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Corporate Action Plan 2023 - 2024

Objective	A Place to Live, Work and Visit	
Project	Outcome	Completion Lead
Develop and lead a long term vision for the Blaby District.	A long term vision developed for the district of Blaby, produced in partnership with the residents, businesses and communities it will impact upon.	January 2024 Chief Executive
Develop and lead a long term vision for the Blaby District.	A new corporate plan will be produced clearly setting out the districts aspirations, priorities and with a clear understanding of the actions needed to achieve the priorities.	January 2024 Chief Executive
Develop and lead a long term vision for the Blaby District.	An action plan produced to deliver the new corporate plan for short, medium and long term.	January 2024 Chief Executive
Produce a 'Transforming Blaby Together' strategy which aligns with our Corporate approach to transformation. This strategy will encompass our Blaby 'Customer and Digitilisation' approach/strategy.	A clear strategy which crystalises our approach to Corporate Transformation including our pathway to project prioritisation. Also included will be our customer insights, experience and engagement strategy across all of our business with an action plan focusing on those elements that are the most important to us and our district. This will also convey our approach to digital for Blaby, hard to reach and vulnerable customers, and equalities, diversity and inclusion. We will understand our diverse communities and our Transforming Blaby Together strategy will reflect identified needs and requirements.	October 2023 Transformation Group Manager
Continue to robustly respond to the proposed Hinckley National Rail Freight Interchange	We will continue to invest in the planning service to ensure they are resourced to respond to the HNFRI application process, that we respond at every opportunity and continue to raise the concerns of residents, communities and professionals, we will support our communities to actively engage in the process to ensure they understand the proposals and will comment on the application as it progresses through the statutory process.	October 2023 Planning and Strategic Growth Manager

Corporate Action Plan 2023 -2024

Objective	A Place to Live, Work and Visit		
Project	Outcome	Completion	Lead
Support our new Councillors to fulfil their roles as District Councillors and representative of their communities	A detailed induction programme delivered to all Councillors, to provide the tools, guidance support and encouragement to represent their wards and fulfil any roles they are given as part of the new council going forward.	September 2023	Corporate Services Group Manager
Review our governance arrangements for partnerships, performance and project management	A review of the governance arrangements will be undertaken to ensure decision making is informed, made in the right place and at the right time. A transparent framework exists to allow the required level of understanding and challenge to ensure we are doing the best we can for our residents and communities.	September 2023	Executive Director (John Richardson)
Embed our new performance management framework	Open and transparent data on our performance, development of our performance baseline and the metrics to be measured and meaningful analysis and understanding of our performance in key areas. Service plans and personal appraisals embedded and informing and linked to the delivery of our corporate plan. the framework is used to develop services, enhance delivery and decision making.	July 2023	Corporate Services Group Manager
Deliver the 2023 District Elections to ensure democracy for the district of Blaby	A successful and legally complaint election is delivered that encourages both people to vote and people to stand for election.	January 2024	Chief Executive

Corporate Action Plan 2023 -2024

Objective	A Place to Live		
Project	Outcome	Completion	Lead
Produce a new contaminated land strategy for the district with a supporting action plan.	We will have a clear approach to our contaminated land, a detailed action plan, a risk based approach to addressing contaminated land and focus our resources on sites that impact on our communities.	August 2024	Environmental Health, Housing & Community Services Group Manager
Continue our drive to Net Zero through an updated Climate Action Plan	We will have installed EV infrastructure in place at the depot to support our Net Zero ambitions.	March 2024	Neighbourhood Services & Assets Group Manager
Build on our Nationally recognised Lightbulb Service to set out how it can be even better, through a new development plan clearly providing a vision and way forward from 2024 - 2029.	A delivery plan produced to outline the role and governance of the lightbulb service, a partnership focus and robust financial position established. Clear roadmap produced identifying which of the pilots will be integrated into the service and how they will be funded	December 2023	Business , Partnerships & Health Improvement Group Manager
Ensure we are ready for the National introduction of food waste and other waste reform requirements.	A project is established to introduce a food waste service for Blaby, decision making is clear, a robust communications strategy is in place and delivered in partnership with our communities.	December 2023	Neighbourhood Services & Assets Group Manager

Corporate Action Plan 2023 -2024

Objective	A Place to Live		
Project	Outcome	Completion	Lead
Focus on our growing homelessness and housing supply issues to ensure we can meet the needs of our communities	A feasibility study will be produced to support us to identify the most appropriate actions available to us to increase the amount of temporary accommodation we have access to, to support the growing demands on our housing services.	October 2023	Environmental Health, Housing & Community Services Group Manager
Continue our drive to Net Zero through an updated Climate Action Plan	We will have installed solar panels at the depot	October 2023	Neighbourhood Services & Assets Group Manager
Deliver the requirements of the Defra air quality grant.	Purchase of an electric sweeper and the conversion of one of our existing diesel refuse lorries to electric.	September 2023	Neighbourhood Services & Assets Group Manager
Continue our drive to Net Zero through an updated Climate Action Plan	Clear Action Plan developed, work to further reduce our carbon footprint, support mechanisms for residents and businesses to work towards Net Zero, embedded low carbon culture across the organisation and advocate for Net Zero in our day to day work.	July 2023	Environmental Health, Housing & Community Services Group Manager

Corporate Action Plan 2023 -2024

Objective	A Place to Work		
Project	Outcome	Completion	Lead
Ensure our ICT service meets the needs of the business	A clear LICTP strategy and roadmap produced and articulated, ensuring a reliable and robust service is provided, that technology is used to its full potential and a clear action plan to make the required improvements is produced and managed.	January 2024	Transformation Group Manager
Understand our assets and identify opportunities to utilise them to enhance local areas, develop income streams, ensure sustainability and that they are maintained to a high standard.	A clear asset register is in place and legal requirements and restrictions are understood for each of the assets. A management plan is in place for each of our assets to enable us to maintain them and meet any legal requirements.	October 2023	Neighbourhood Services & Assets Group Manager & Corporate Services Group Manager
Produce a high level options appraisal to consider the opportunities that exist to deliver our fleet and waste services through a partnership arrangement.	A high level options appraisal is produced and considered focusing on the different options of delivering both fleet and waste services.	July 2023	Neighbourhood Services & Assets Group Manager
Produce a new Economic Development Strategy to help create a sustainable and vibrant economy that works for all.	We will have a clear strategy, with an action plan that focusses us where the need and action will have the greatest impact.	June 2023	Business , Partnerships & Health Improvement Group Manager

Corporate Action Plan 2023 -2024

Objective	People Strategy		
Project	Outcome	Completion	Lead
Update our People Strategy and develop an Action Plan.	A clear People Strategy and Action Plan that reflects new ways of working, the support, development and retention of staff and the actions that we will take to promote Blaby District and the Council as a place to work.	January 2024	Strategic HR Manager & Executive Director (Sarah Pennelli)

Page 32	Objective	Medium Term Financial Strategy		
	Project	Outcome	Completion	Lead
	Develop a business plan to support our Medium Term Financial Strategy to address our budget gap.	A clear plan linked to some of our key strategies such as transformation and commercialisation which clearly articulates our plans to address the budget gap within our budgets and the expected growing demands for our services.	August 2023	Finance Group Manager
	Continue to develop the local plan to ensure we have an up to date a robust local plan	An updated local plan to provide a clear outlook for the forthcoming period.	December 2024	Planning and Strategic Growth Group Manager