

DATE:
MY REF:
YOUR REF:
CONTACT:
TEL NO:
EMAIL:

12 September 2023
Scrutiny Commission

Sandeep Tiensa
0116 272 7640
committees@blaby.gov.uk

To Members of the Scrutiny Commission

Cllr. Nick Brown (Chairman - Scrutiny Commissioner)
Cllr. Roy Denney (Vice-Chairman - Scrutiny Commissioner)

Cllr. Nick Chapman
Cllr. Luke Cousin
Cllr. Susan Findlay

Cllr. Janet Forey
Cllr. Antony Moseley
Cllr. Tracey Shepherd

Cllr. Matt Tomeo
Cllr. Geoff Welsh
Cllr. Neil Wright

Dear Councillor,

A meeting of the **SCRUTINY COMMISSION** will be held in the Council Chamber on **WEDNESDAY, 20 SEPTEMBER 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 & Monitoring Officer



AGENDA

1. Apologies for absence.
2. Disclosures of Interests from Members
To receive disclosures of interests from Members (ie. The existence and the nature of those interests in respect of items on this agenda).
3. Minutes (Pages 3 - 6)
To approve and sign the minutes of the meeting held on 12 July 2023 (enclosed).
4. Economic Development Framework 2023-2026 (Pages 7 - 10)
Members will receive a presentation from the Community, Business, Work and Skills Team Leader.

Attached for information to the agenda is a report which is due to be considered by Cabinet Executive on 18 September 2023. The Appendix to the report will be circulated separately.

5. Update on Corporate Measures
Members will receive a presentation from the Business Systems & Information Manager and the Corporate Services Group Manager.
6. Proposed 2023-24 Scrutiny Work Programme (Pages 11 - 12)
To consider the report of the Senior Democratic Services & Scrutiny Officer (enclosed).
7. Consideration of Forward Plan Items (Pages 13 - 28)
8. Further Actions for Scrutiny arising from Meeting

SCRUTINY COMMISSION

Minutes of a meeting held at the Council Offices, Narborough

WEDNESDAY, 12 JULY 2023

Present:-

Cllr. Nick Brown (Chairman - Scrutiny Commissioner)
Cllr. Roy Denney (Vice-Chairman - Scrutiny Commissioner)

Cllr. Nick Chapman
Cllr. Janet Forey
Cllr. Antony Moseley

Cllr. Tracey Shepherd
Cllr. Matt Tomeo
Cllr. Geoff Welsh

Cllr. Neil Wright

Officers present:-

Louisa Horton	- Corporate Services Group Manager & Monitoring Officer
Luke Clements	- Business Systems & Information Manager
Katie Brooman	- Elections and Governance Manager
Sandeep Tiensa	- Senior Democratic Services & Scrutiny Officer
Nicole Cramp	- Democratic & Scrutiny Services Officer
Isaac Thomas	- Democracy Support Officer

Apologies:-

Cllr. Luke Cousin

59. DISCLOSURES OF INTERESTS FROM MEMBERS

No disclosures were received.

60. MINUTES

The minutes of the meeting held on 21 June 2023, as circulated, were approved and signed as a correct record.

61. **ANNUAL COMPLAINTS REPORT 2022-23**

Considered – report of the Performance & Information Service Manager.

The Performance & Information Service Manager informed Members that Appendix B, which provides examples of compliments and positive feedback, was added to the report based on Member's feedback during the Scrutiny Commission meeting on 12 April 2023.

Cllr. Tracey Shepherd highlighted the importance of Stage 0 complaints and asked that more statistics be kept on them. The Performance & Information Service Manager responded that this would be taken into account.

The Performance & Information Service Manager informed Members that the figures for waste operations were relatively stable across the years, apart from the low number of complaints during the 2021-2022 year, which can be attributed to the goodwill of residents towards waste operators for their public service during the COVID 19 pandemic.

Referring to Table 6 of Appendix A, the Performance & Information Service Manager explained that, despite topping the list of Stage 2 complaints, the figures for Waste Operations were commendable given the high level of transactions that the service has.

Referring to Tables 8 and 9 of Appendix A, Cllr. Matt Tomeo asked that specific examples of complaints upheld (where the Council acknowledges fault) be included in future reports as a means to drive improvement. The Performance & Information Service Manager noted this request.

Cllr. Antony Moseley asked about the disruption caused by serial complainants. The Performance & Information Service Manager responded that, when a complainant is classified as 'vexatious,' they are assigned to a specific officer to minimize their disruption to the team.

DECISION

That the report and the performance of the Council's complaint management during the 2022-23 year be accepted.

Reason:

The report sets out the performance of the Council's policy on complaints during 2022-23 and it is appropriate to update the Scrutiny Commission on these matters.

62. PRIORITY 1 MEASURES REVIEW & DEMONSTRATION

Cllr. Nick Chapman left the meeting during the consideration of this item and did not return.

Considered – Demonstration of the Pentana system by the Performance & Information Service Manager.

The Performance & Information Service Manager informed Members that the demonstration's focus was to consider Priority 1 measures and to gauge whether the right information was brought to Scrutiny Commission.

Members made the following suggestions:

- That measurable targets and clearer information on trends be displayed on the system.
- That the system be made clearer for laymen, with greater context added to give meaning to the statistics.
- That Scrutiny determine whether the right measures were categorized as Priority 1 through an examination of the current Priority 1 and Priority 2 measures. It was agreed that this information would be circulated to Members.

The Performance & Information Service Manager informed Members that their suggestions would be taken on board and that self-service logins would be provided for Members going forward.

The Corporate Services Group Manager & Monitoring Officer informed Members that a more complete view of the data would be provided in the next session, showing the trends in a graph format.

Cllr. Matt Tomeo left the meeting at the end of this item and did not return.

63. CABINET EXECUTIVE RESPONSE TO SCRUTINY RECOMMENDATIONS - AFFORDABLE HOUSING

Considered – Cabinet Executive Response to Scrutiny Recommendations.

DECISION

That Cabinet Executive's response to Scrutiny recommendations be accepted.

Reason:

It is the duty of the Cabinet Executive to respond to Scrutiny reports and recommendations.

64. CONSIDERATION OF FORWARD PLAN ITEMS

No items were raised for further information or examination.

65. FURTHER ACTIONS FOR SCRUTINY ARISING FROM MEETING

There were no further actions arising from the meeting.

THE MEETING CONCLUDED AT 6.56 P.M.

Blaby District Council
Cabinet Executive

This report is due to be considered
by Cabinet Executive on 18
September 2024.

Date of Meeting	18 September 2023
Title of Report	Economic Development Framework 2023-2026 This is a Key Decision and is on the Forward Plan.
Lead Member	Cllr. Terry Richardson - Leader of the Council
Report Author	Business, Partnerships and Health Improvement Group 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 To agree the Economic Development Framework for Blaby District 2023 to 2026 which supports the district to have a strong and prosperous local economy that ensures the well-being and security of our residents, businesses and communities and attracts new investments.

2. Recommendation(s) to Cabinet Executive

- 2.1 To agree the Economic Development Framework 2023-2026 for Blaby District.
- 2.2 Give delegated authority to the Business, Partnerships & Health Improvement Group Manager in consultation with the Leader to monitor progress against the priorities in the framework and make any changes needed to ensure delivery of it.

3. Reason for Decisions Recommended

- 3.1 Delivery of the framework can commence and action plans supporting the five key priorities can be developed.
- 3.2 To monitor progress against the framework and make decisions that are required to keep the document on track.

4. Matters to consider

4.1 Background

The previous Economic Development Strategy ran from 2016 to 2019. Work commenced on updating the strategy, but this was paused during the covid pandemic. There has been significant change in the economy post

pandemic and it is now timely to update the document and ensure it is relevant to the current economic position for the district. The Community, Business, Work & Skills Team along with the external consultant have gathered extensive evidence and data to inform the content of the framework. At the same time, key Blaby District Council documents have been considered including the Corporate Plan, Medium Term Financial Strategy, Commercial Strategy, and the Tourism Growth Plan.

4.2 Proposal(s)

The new Economic Development Framework has been developed after extensive consultation with our businesses, key stakeholders, members, and Senior Leadership Team. It presents a vision, three overarching objectives and five priority areas. The vision for the framework is:-

“For Blaby District to be a great place to live, work and visit, with a strong, successful economy where everyone can build great businesses, careers and lives, supported in a green and environmentally friendly way, with superb connectivity.”

Our overarching objectives are;

- ✓ We will focus on attracting higher and better paid jobs, making sure our residents are equipped to access employment in a diverse and green economy
- ✓ We will support innovative and enterprising ideas, and make sure businesses of all sizes receive the support they need to thrive and grow
- ✓ We will maximise investment and opportunities by encouraging partnership working and appropriate developments that support sustainable growth

Underpinning these three objectives are five priority areas;

- Supporting local businesses and innovation
- Shaping our work and skills agenda
- Growing our green economy
- Building pride in place
- Identifying investable propositions

For each of the priority areas an action plan will be developed detailing the actions required to support delivery of the priority. For each priority there will be an identified lead officer within the council who will be responsible for monitoring the progress of the action plan.

4.3 Relevant Consultations

During the development of this framework extensive consultation has been undertaken with businesses and key stakeholders including the Chamber of Commerce and the Federation of Small Businesses. Sessions have also been held with SLT and cabinet to input into the framework.

As previously mentioned, to underpin the priorities listed in the document individual priority action plans will be developed. On the 20th September officers will be attending scrutiny to engage and develop the content of the action plans.

4.4 Significant Issues

There are no significant issues. Additional resource will be required to deliver elements of the framework, it has already been agreed by Cabinet Executive that this will in part be met from the year 2 and potentially year 3 UK Shared Prosperity Fund (UKSPF).

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

The costs to develop and deliver the framework are detailed below.

Activity	Cost
Development of the Framework	£35,000
Development of the Priority Action Plans	Nil
Delivery of the Action Plans	Subject to the content of the Action Plans

The criteria within the UKSPF fund matches the priority areas within the framework therefore this can be used as a source of funding to deliver the action plans.

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

6.1 The key risks and the mitigating actions to reduce the risks are detailed below.

Current Risk	Actions to reduce the risks
That the Economic Development Framework is not agreed by cabinet.	Workshop sessions have been undertaken with both SLT and Informal Cabinet to gather their input into the framework
That we do not have the budget required to deliver the Framework.	Funding has been agreed from the UKSPF to support the five key priorities within the framework and provide additional temporary resource for the Community, Business, Work & Skills Team.
The Economic Development Framework is a standalone document and does not link to other key strategy documents.	Key strategy documents have been used to inform the development of the framework and our referenced at the back of the document.
That staff within the team do not have the skills to deliver the ED Framework Action Plans	All staff have undertaken Economic Development Training and further training is planned in this area.

7. Other options considered

- 7.1 It could be decided not to have an Economic Development Framework for the district, but this would mean the Council would not be supporting Blaby District to have a strong and prosperous local economy.

This could potentially have an impact on other documents which links to and supports the achievement of business growth including the Council's Corporate Plan, Medium Term Financial Strategy, Tourism Growth Plan and Commercial Strategy 2022-2027.

8. Environmental impact

One of the priorities in the Economic Development Framework is growing our green economy this will support the Council's ambition to be net zero by 2030, and the district net zero by 2050. This priority seeks to grow our economy by ensuring any growth should be carbon neutral and sustainable wherever possible.

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. Appendices

Appendix 1 Economic Development Framework 2023 - 2026. (To follow)

11. Background paper(s)

None

12. Report author's contact details

Teresa Neal	Business, Partnerships & Health Improvement
Teresa.neal@blaby.gov.uk	0116 272 7545

Blaby District Council Scrutiny Commission

Date of Meeting 20 September 2023
Title of Report **Proposed 2023-24 Scrutiny Work Programme**
Report Author Senior Democratic Services & Scrutiny Officer

1. What is this report about?

- 1.1 To consider the proposed Scrutiny Work Programme for 2023-24.

2. Recommendation(s) to Scrutiny Commission

- 2.1 That Scrutiny approves the Scrutiny Work Programme for 2023-24 (to follow).
- 2.3 That the Scrutiny Work Programme be communicated to all Councillors, Senior Officers and Parish and Town Councils.

3. Reason for Decision(s) Recommended

- 3.1 As set out in the Council's Constitution, Part 4, Section 5, paragraph 7, it is the responsibility of the Scrutiny Commission to set and agree its work programme for the next municipal year.

4. Matters to consider

- 4.1 Setting the Scrutiny work programme is an important part of the scrutiny process and as a member led function it is for Scrutiny itself to determine and managing its work programme.

Scrutiny work covers in depth review, policy development, issues of public concern as well as holding the executive to account and monitoring implementation of scrutiny recommendations.

A well planned work programme provides a clear picture to the public and partners of key scrutiny topics and activity over the coming year. It is a working document that is subject to change – Members may add, remove and defer items as necessary.

In developing the work programme there is a commitment to getting out into the community and increasing public involvement in addition to engaging with Local Councils.

- 4.2 Appendix A (to follow) sets out the culmination of work identified at a Work Programme development session on the 5 September 2023, which was supported by the Centre for Governance and Scrutiny (CfGS). Forward Plan and pre-decision scrutiny and the Call-In of Cabinet Executive decision items may be added to the work programme as and when identified (subject to consideration of current work progress and resources).

The work programme will be a standing item on the Scrutiny Commission agenda for Members to review regularly.

4.3 Proposal

Scrutiny Commission members are asked to consider and approve the 2023-24 Scrutiny Work Programme (to follow).

4.4 Relevant Consultations

Local Councils, non-executive members, Officers and public were invited to submit suggestions. No suggestions were received from the public. Parish and Town Councils have been consulted and asked to nominate topics for review. Any topics received will be brought to the next Commission meeting.

4.5 Significant Issues

As set out at paragraph 3.1 it is a constitutional requirement for the Scrutiny Commission to set a programme of work.

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

- 5.1 Financial and efficiency implications will be assessed as review work is scoped.

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

- 6.1 Risks will be assessed as part of each scrutiny review.

7. Other options considered

- 7.1 No other options have been considered for reasons set out at 3.1.

8. Other significant issues

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

9. Appendices

- 9.1 Appendix A - Proposed Scrutiny Commission Work Programme 2023-24.

10. Background paper(s)

None

11. Report author's contact details

Sandeep Tiensa	Senior Democratic Services & Scrutiny Officer
Sandeep.tiensa@blaby.gov.uk	0116 272 7640

**BLABY DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: September 2023 – February 2024**

What is the Plan?

It is a list of the Key Decisions to be taken by the Cabinet Executive during the period referred to above. The Council has a statutory duty to prepare this document, in accordance with the Local Government Act 2000 (as amended). The Plan is published 28 clear days before a meeting of Cabinet Executive is to be held. The Plan is available to view at the Council's main offices in Narborough, or on the Council's website, www.blaby.gov.uk.

What is a Key Decision?

Definition of a key decision as detailed in Part 2 Article 11 of the Council's Constitution:

Page
13

- (i) Is, in value, worth more than £50,000 of the annual revenue budget for the service or function or of the capital allocation to the scheme concerned, or
- (ii) Has a significant impact because it either:
- Affects individuals or organisations outside the District;
 - Affects individuals or organisations in more than one Ward; or
 - Will have a long term (more than 5 year) or permanent effect on the Council or District
- (iii) Involves significant changes to the policy and budget framework (involves the adoption or amendment of a policy or strategy or to the budgets which the Executive has the power to adopt).

Who makes Key Decisions?

Under the Council's constitution, Key Decisions are made by:

- Cabinet Executive
- The Leader or Deputy Leader (in matters of urgency only)
- Individual officers acting under delegated powers. (it is rare for any decision delegated to an officer to be a Key Decision)

Are only Key Decisions published on the Plan?

The Council has a statutory obligation to publish Key Decisions in the Plan. However, the Council has voluntarily decided to list non-key Cabinet Executive and Council decisions as well. To clarify matters, Key Decisions will be identified on the Plan with a Yes, non-key decisions with a No.

What does the List tell me?

The List gives information about:

- Upcoming Key and Non-Key Decisions (identified by **Yes** or **No** next to them)
- Whether the decision will be made in public or private.
- When decisions are likely to be made.
- Who will make these decisions.
- Who you can contact for further information.

Who are the members of the Cabinet Executive?

The members of the Cabinet Executive and their areas of responsibility are:

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| • Cllr. Terry Richardson | Leader of the Council & Cabinet Executive |
| • Cllr. Maggie Wright | Deputy Leader and Finance, People & Performance |
| • Cllr. Nigel Grundy | Neighbourhood Services & Assets |
| • Cllr. Les Phillimore | Housing, Community & Environmental Services |
| • Cllr. Ben Taylor | Planning Delivery and Enforcement & Corporate Transformation |

cllr.terry.richardson@blaby.gov.uk

cllr.maggie.wright@blaby.gov.uk

cllr.nigel.grundy@blaby.gov.uk

cllr.les.phillimore@blaby.gov.uk

cllr.ben.taylor@blaby.gov.uk

Page 14

What is the role of Overview and Scrutiny?

The Council's Scrutiny Commission's role is to contribute to the development of Council policies, scrutinise decisions of the Cabinet Executive and hold them to account and to consider any matter affecting Blaby District or its citizens. Dates of these meetings can be found on the Council's website.

Who do I contact, and how?

Each entry on the Plan indicates the names of the people to contact about that item. They can be contacted via the switchboard on 0116 275 0555.

Request to view Background Papers

Should you wish to request copies or extracts of any documents listed under the column entitled 'Background Papers', for items which are considered to be Key Decisions, please contact Democratic Services at, Blaby District Council, Desford Road, Narborough, Leicestershire, LE19 2EP. Please note that copies or extracts of documents which contain information of a confidential or exempt nature cannot be disclosed to the public.

Submission of Additional Documents

Additional documents which are deemed relevant to a particular Key Decision item may be submitted to the Cabinet Executive for consideration. Copies of such documents may also be requested under the same process for requesting to view Background Papers.

Confidential and Exempt Information

This list may also include items to be considered which contain confidential or exempt information, but will not disclose any detail of a confidential or exempt nature. Such items will be identified with '(Exempt)' in the report title.

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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September 2023

<u>Quarter 1 Budget Review 2023/24</u> The report gives Members an overview of the financial performance against the budget for the first quarter of 2023/24.	None	Cabinet Executive	18 September 2023	Yes	8 September 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Quarter 1 Treasury Management Update 2023/24</u> The report updates Members on the treasury management activities during the first quarter of 2023/24, together with a snapshot of performance against the approved prudential indicators.	None	Cabinet Executive	18 September 2023	Yes	8 September 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Quarter 1 Capital Programme Review 2023/24</u> The report provides Members with an update on expenditure against the Capital Programme for the quarter ending 30th June 2023.	None	Cabinet Executive Council	18 September 2023 26 September 2023	No	Cabinet Executive: 8 September 2023 Council: 15 September 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Risk Management Strategy 2023 - 2026</u> The report provides Cabinet Executive with an update to the Council's Risk Management Strategy, covering the period 2023 to 2026.	None	Cabinet Executive	18 September 2023	No	8 September 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Economic Development Framework for Blaby District</u> To agree the Economic Development Strategy for Blaby District for 2023-2026.	ED Strategy	Cabinet Executive	18 September 2023	Yes	8 September 2023 Councillor Terry Richardson Teresa Neal, Business, Partnerships and Health Improvement Group Manager	Public
<u>Leisure Contract - Soft Play Equipment</u> To gain agreement for Soft Play Equipment to be installed at Enderby Leisure Centre.	None	Cabinet Executive	18 September 2023	Yes	8 September 2023 Councillor Nigel Grundy Teresa Neal, Business, Partnerships and Health Improvement Group Manager	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Legal Services Structure</u> Structure of the Legal Services Team within Corporate Services	None	Cabinet Executive	18 September 2023	No	8 September 2023 Councillor Terry Richardson Louisa Horton, Corporate Services Group Manager & Monitoring Officer	Public
<u>Additional resource to Neighbourhood Services Refuse and Recycling Service</u> Due to housing growth over the last 5 years it is necessary to incorporate another waste collection round to the RnR service to enable rounds to be completed safely and within the standard working hours.	None	Cabinet Executive	18 September 2023	Yes	8 September 2023 Councillor Nigel Grundy Paul Coates, Neighbourhood Services & Assets Group Manager	Public
<u>Written Representation for Hinckley National Rail Freight Interchange</u> To seek approval for the Council's Written Representation in respect of the Hinckley National Rail Freight Interchange (HNRFI)	None	Council	26 September 2023	No	15 September 2023 Councillor Terry Richardson Edward Stacey, Major Schemes Officer	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<p><u>Glenfield Neighbourhood Plan – Officers’ recommended response to the Examiner’s report</u></p> <p>The Cosby Neighbourhood Plan Examiner’s Report was published in June 2022 and included a number of proposed modifications to ensure the Plan meets the ‘basic conditions’ set out in legislation.</p> <p>In accordance with the legislation, the District Council is required to provide its response to the Examiner’s proposed modifications before the Plan can proceed to a referendum.</p>	None	Council	26 September 2023	No	<p>15 September 2023</p> <p>Councillor Ben Taylor</p> <p>Gemma Yardley, Principal Planning Policy Officer</p>	Public
<p><u>Depot Site Solar Panels and Electric Vehicle Charging</u></p> <p>To seek approval to proceed with capital expenditure for installation of solar PV panels and electric vehicle charging infrastructure at the depot site.</p>	None	Council	26 September 2023	No	<p>15 September 2023</p> <p>Councillor Nigel Grundy</p> <p>Justin Henry, Strategic Director - Commercial and Economic Development</p>	<p>Private Session</p> <p>The report contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<u>Review of Strategic Assets</u> To provide an update to Council regarding the review of strategic assets that has been carried out and to consider recommendations arising from the review.	None	Council	26 September 2023	No	15 September 2023 Councillor Nigel Grundy, Councillor Maggie Wright Sarah Pennelli, Executive Director - S.151 Officer, Justin Henry, Strategic Director - Commercial and Economic Development	Private Session The report contains information relating to the financial or business affairs of any particular person (including the authority holding that information)
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Page
9

November 2023

<u>Planning Enforcement Policy</u> This report presents the new Planning Enforcement Policy for consideration	None	Cabinet Executive	6 November 2023	No	27 October 2023 Councillor Ben Taylor Jonathan Hodge, Planning Enforcement Manager	Public
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Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Establishment 2023/24 and 2024/25</u> To provide members with an update in respect of the 2023/24 establishment budget, and to set out the proposed establishment budget for 2024/25.	None	Cabinet Executive	6 November 2023	Yes	27 October 2023 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>Quarter 2 Budget Review 2023/24</u> The report gives Members an overview of the financial performance against the budget for the second quarter of 2022/23.	None	Cabinet Executive	6 November 2023	Yes	27 October 2023 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>Lightbulb Delivery Document 2024 to 2029</u> To agree the delivery document detailing how Blaby District Council will run Lightbulb from April 2024.	None	Cabinet Executive	6 November 2023	Yes	27 October 2023 Councillor Nigel Grundy Teresa Neal, Business, Partnerships and Health Improvement Group Manager	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<p><u>Imposing financial and publication penalties - The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 (MEES Regulations)</u></p> <p>This policy is to establish how Blaby District Council will take action against landlords in respect of the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 (MEES Regulations). The policy will details when such penalties should be levied as well as the amounts depending on the circumstances of each case.</p>	The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015	Cabinet Executive	6 November 2023	Yes	<p>27 October 2023</p> <p>Councillor Les Phillimore</p> <p>Phil Fasham, Environmental Health Manager</p>	Public
<p><u>Mid Year Treasury Management Monitoring Report</u></p> <p>To provide members with an update on the Council's treasury activities for the half year ended 30th September 2023, and the economic factors which have affected those activities.</p> <p>To demonstrate compliance with the Council's prudential indicators which were approved in February 2023.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>6 November 2023</p> <p>21 November 2023</p>	No	<p>Cabinet Executive: 27 October 2023</p> <p>Council: 10 November 2023</p> <p>Councillor Maggie Wright</p> <p>Nick Brown, Finance Group Manager</p>	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<p><u>Quarter 2 Capital Programme Review 2023/24</u></p> <p>The report provides Members with an update on expenditure against the Capital Programme for the quarter ending 30th September 2023.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>6 November 2023</p> <p>21 November 2023</p>	No	<p>Cabinet Executive: 27 October 2023</p> <p>Council: 10 November 2023</p> <p>Councillor Maggie Wright</p> <p>Katie Hollis, Accountancy Services Manager</p>	Public
<p><u>'Transforming Blaby Together' Strategy</u></p> <p>To agree the 'Transforming Blaby Together' strategy. Encompassed within this will be our Transformation, Customer, People and Equalities, Diversity and Inclusion (EDI) approaches/strategies.</p>	None	Cabinet Executive	6 November 2023	No	<p>27 October 2023</p> <p>Councillor Ben Taylor, Councillor Maggie Wright</p> <p>Lisa Boland, Service Transformation Group Manager</p>	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Parks and Open Spaces Strategy</u> This document sets out how the Council intends to manage the parks and open spaces that it is responsible for including a series of management plans for each key site.	None	Cabinet Executive	6 November 2023	Yes	27 October 2023 Councillor Nigel Grundy Paul Coates, Neighbourhood Services & Assets Group Manager	Public
<u>Contaminated Land Strategy</u> To update the Council's Contaminated Land strategy following consultation.	Contaminated Land Strategy	Cabinet Executive	6 November 2023	Yes	27 October 2023 Councillor Les Phillimore Anna Farish, Environmental Services Manager	Public
<u>Polling District, Places & Stations Review</u> To seek approval for the revised schedule of polling districts, polling places and polling stations as a result of the compulsory review of polling districts, polling places and polling stations.	None	Council	21 November 2023	No	10 November 2023 Councillor Terry Richardson Katie Brooman, Elections and Governance Manager	Public.

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<u>Corporate Plan 2024 - 2028</u> To seek approval for the Corporate Plan 2024 – 2028.	None	Council	21 November 2023	No	10 November 2023 Councillor Terry Richardson Julia Smith, Chief Executive	Public
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January 2024

<u>Council Tax Base 2024/25</u> The purpose of this report is to set the Council Tax base for the 2024/25 year so that in February, Council will be able to use this information and set the Council Tax for the year. The report also seeks approval to set aside 'special items' of expenditure under Section 34 and 35 of the Local Government Finance Act 1992.	None	Cabinet Executive	15 January 2024	Yes	5 January 2024 Councillor Maggie Wright Sarabjit Khangura, Council Tax Income and Debt Manager	Public
<u>Place Vision/Narrative</u>	None	Cabinet Executive	15 January 2024	No	5 January 2024 Councillor Terry Richardson Julia Smith, Chief Executive	Public

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<u>National Non Domestic Rates Base 2024/25</u> The Local Government Finance Act 2012 requires local authorities to set an annual National Non-Domestic Rate Base, otherwise known as the Business Rates Base. The Base must be set by 31st January ahead of the forthcoming financial year.	None	Cabinet Executive	15 January 2024	Yes	5 January 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Quarter 3 Treasury Management Update 2023/24</u> The report updates Members on the treasury management activities up to 31st December 2023, and performance against the approved prudential indicators.	None	Cabinet Executive	15 January 2024	Yes	5 January 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

February 2024

<u>Quarter 3 Budget Review 2023/24</u> This report gives Members an overview of the financial performance against the budget for the third quarter of 2023/24.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
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<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Quarter 3 Capital Programme Review 2023/24</u> This report provides Members an update on expenditure against the Capital Programme for the third quarter of 2023/24.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>Schedule of Charges 2024/25</u> This report lays out the proposed fees and charges for the financial year commencing 1st April 2024.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<p><u>Prudential Indicator & Treasury Management Strategy 2024/25</u></p> <p>This report lays down the guidelines and rules that Officers are required to follow when making decisions to borrow or when investing Council funds. Such decisions are made daily under delegated authority. The report outlines the Council's prudential indicators for 2024/25 to 2028/29 and sets out the expected treasury management activities for that period. The report also sets out the financial institutions the Council may invest in, the maximum investment level and the periods over which the investments can be made.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>26 February 2024</p> <p>27 February 2024</p>	No	<p>Cabinet Executive: 16 February 2024</p> <p>Council: 16 February 2024</p> <p>Councillor Maggie Wright</p> <p>Nick Brown, Finance Group Manager</p>	Public
<p><u>5 Year Capital Programme 2024/25 to 2028/29</u></p> <p>This report sets out the Council's proposed Capital Programme and resources for the next five financial years commencing in 2024/25. The Capital Programme covers our planned expenditure on the acquisition, construction and/or enhancement of non-current assets, i.e., those assets with a useful life of greater than one year.</p> <p>The report also presents the Council's updated Capital Strategy in accordance with the requirements of the Prudential Code.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>26 February 2024</p> <p>27 February 2024</p>	No	<p>Cabinet Executive: 16 February 2024</p> <p>Council: 16 February 2024</p> <p>Councillor Maggie Wright</p> <p>Nick Brown, Finance Group Manager</p>	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<u>General Fund Budget Proposals 2024/25</u> The report sets out the Council's General Fund budget proposals for the forthcoming financial year. This includes details of the financial settlement that will support service delivery, and a high level summary of planned expenditure by portfolio. The Council holds a number of reserves that it can draw upon to fund future expenditure. The level of reserves is noted within this report, along with an update of the Medium Term Financial Strategy.	None	Cabinet Executive Council	26 February 2024 27 February 2024	No	Cabinet Executive: 16 February 2024 Council: 16 February 2024 Councillor Maggie Wright Sarah Pennelli, Executive Director - S.151 Officer	Public
<u>Council Tax 2024/25</u> The Council is required to set out the total amount that needs to be raised from the collection of Council Tax in the forthcoming year. This is known as the Council Tax Requirement for Blaby District Council and forms part of the funding towards the services provided by the Council. The report sets the amount of Council Tax charged to each household in the district.	None	Cabinet Executive Council	26 February 2024 27 February 2024	No	Cabinet Executive: 16 February 2024 Council: 16 February 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public