

To Members of the Cabinet Executive

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|--|---|
| Councillor Ben Taylor (Leader) | - Leader |
| Councillor Cheryl Cashmore (Deputy Leader) | - Finance, People and Transformation (Deputy Leader) Portfolio Holder |
| Councillor Nick Chapman | - Health, Community and Economic Development Portfolio Holder |
| Councillor Nigel Grundy | - Neighbourhood Services and Assets Portfolio Holder |
| Councillor Les Phillimore | - Housing, Community Safety and Environmental Services Portfolio Holder |
| Councillor Mike Shirley | - Planning and Strategic Growth Portfolio Holder |

Dear Councillor,

A meeting of the **CABINET EXECUTIVE** will be held in the Council Chamber on **MONDAY, 23 JUNE 2025 at 5.30 p.m.** for the transaction of the following business and your attendance is requested.

Yours faithfully



Gemma Dennis
Corporate Services Group Manager



AGENDA

1. Apologies for Absence
2. Disclosure 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 3 - 6)
To approve and sign the minutes of the meeting held on 12 May 2025 (enclosed)
4. Public Speaking Protocol
Requests received by the Protocol deadline to be reported by the Senior Democratic Services 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).
5. Financial Performance 2024/25 (Pages 7 - 24)
To consider the report of the Accountancy Services Manager (enclosed).
6. Treasury Management Outturn 2024/25 (Pages 25 - 38)
To consider the report of the Finance Group Manager (enclosed).
7. Annual Governance Statement (Pages 39 - 106)
To consider the report of the Executive Director (S151 Officer) (enclosed).
8. Air Quality Annual Status Report (Pages 107 - 204)
To consider the report of the Environmental Services Manager (enclosed).
9. Air Quality Action Plan 2025-2029 (Pages 205 - 270)
To consider the report of the Environmental Services Manager (enclosed).
10. Appointments to Outside Bodies 2025/26 (Pages 271 - 274)
To consider the report of the Senior Democratic Services & Scrutiny Officer (enclosed).

CABINET EXECUTIVE

Minutes of a meeting held in the Council Chamber, Council Offices, Narborough

MONDAY, 12 MAY 2025

Present:

Councillor Terry Richardson (Leader of the Council) (Leader)

- | | |
|-----------------------|---|
| Cllr. Cheryl Cashmore | - Health, Leisure, Climate and Economic Development Portfolio Holder |
| Cllr. Nigel Grundy | - Neighbourhood Services & Assets Portfolio Holder |
| Cllr. Les Phillimore | - Housing, Community Safety and Environmental Services Portfolio Holder |
| Cllr. Ben Taylor | - Planning, Transformation and ICT Portfolio Holder |

Also in attendance:

Cllr. Nick Brown & Cllr. Neil Wright

Officers present:-

- | | |
|-------------------|--|
| Julia Smith | - Chief Executive |
| Sarah Pennelli | - Executive Director - S.151 Officer |
| Louisa Horton | - Executive Director - Communities |
| Marc Greenwood | - Executive Director - Place |
| Katie Hollis | - Finance Group Manager |
| Katie Brooman | - Elections and Governance Manager |
| Avisa Birchenough | - Democratic Services & Scrutiny Officer |
| Nicole Cramp | - Democratic & Scrutiny Services Officer |

302. DISCLOSURE OF INTERESTS FROM MEMBERS

No disclosures were received.

303. MINUTES

The minutes of the meeting held on 24 February 2025, as circulated, were approved and signed as a correct record.

304. PUBLIC SPEAKING PROTOCOL

No requests were received.

305. RESOURCE AND CAPACITY REQUESTS

Considered – Report of the Chief Executive.

Other Options Considered:

Maintaining the status quo was considered, but existing capacity and resource pressures pose a high risk to successful service delivery and staff well-being.

In some cases, outsourcing or agency use was considered, but typically proves more expensive, less resilient and may not align with the Council's long-term strategic aims

DECISIONS

1. That additional resource and capacity be approved as outlined in the report.
2. That delegated authority be given to the Section 151 Officer, in consultation with the Finance, People and Performance Portfolio Holder, to implement the approved recommendations, including any subsequent changes resulting from Job Evaluations or recruitment processes.

Reasons:

1. To ensure that the Council has the necessary capacity and capability to deliver its Corporate Plan, projects and ongoing services effectively.
2. To address identified pressure points (such as Local Government Reorganisation), bolster resilience in key areas, and maintain a high-quality level of service in line with the Council's objectives.

306. RECOMMENDATIONS OF SCRUTINY COMMISSION: REVIEW INTO RECRUITMENT AND RETENTION OF STAFF

Considered – Report of Senior Democratic Services & Scrutiny Officer, presented by Cllr. Neil Wright – Vice Chairman of Scrutiny Commission.

Other Options Considered:

No other options were considered.

Cllr. Neil Wright thanked all Officers and Members of the Task and Finish Group for their hard work.

DECISION

That Cabinet Executive considers the Scrutiny Commission report and recommendations as detailed in the report.

Reason:

It is a legal requirement for Cabinet Executive to respond to Scrutiny recommendations within 2 months of receiving any such recommendations.

307. CHANGES TO THE 2025/26 BUDGET

Considered – Report of the Financial Services Group Manager.

Other Options Considered: None.

DECISION

That the addition of £352,236 to the General Fund Revenue Budget resulting in a contribution from General fund balances of £240,597 be approved.

Reasons:

1. To ensure that any significant changes to the budget are brought to Cabinet Executive for Members consideration.
2. To recognise the impact on the Councils General fund balance.

**308. CABINET EXECUTIVE RESPONSE TO SCRUTINY COMMISSION
RECOMMENDATIONS ON THE ADMINISTRATIONS 2025-26 DRAFT
BUDGET PROPOSALS**

Considered – Report of Executive Director (Section 151 Officer).

Other Options Considered:

No other options have been considered. Not responding to Scrutiny would not comply with requirements of the Local Government & Public Involvement in Health Act 2007.

DECISION

The Cabinet Executive agrees the response to Scrutiny Commission recommendations as set out in Appendix A of the report.

Reason:

The Local Government & Public Involvement In Health Act 2007 places a duty which requires Cabinet Executive to respond to Scrutiny Recommendations within two months of receiving them.

THE MEETING CONCLUDED AT 5.46 P.M.

Blaby District Council

Cabinet Executive

| | |
|-------------------------|--|
| Date of Meeting | 23 June 2025 |
| Title of Report | Financial Performance 2024/25 This is a Key Decision and is on the Forward Plan. |
| Lead Member | Cllr. Cheryl Cashmore - Finance, People & Transformation (Deputy Leader) |
| Report Author | Accountancy Services Manager |
| Strategic Themes | Ambitious and well managed Council, valuing our people |

1. What is this report about?

- 1.1 This report sets out the details of the Council's financial performance against the General Fund revenue budget, Business Rates Retention, Council Tax and the Capital Programme for the year ended 31st March 2025.

2. Recommendation(s) to Cabinet Executive

- 2.1 That the financial performance for 2024/25 is accepted.

3. Reason for Decisions Recommended

- 3.1 The unaudited accounts for 2024/25 are to be published on 30th June 2025. Whilst the accounts are still subject to external audit, it is important to give Members early sight of the outturn to assist with the financial planning process.

4. Matters to consider

- 4.1 Background
The Council's net expenditure for 2024/25 is summarised by Portfolio in Appendix A, with a more detailed breakdown of the main variances shown below.

When the Quarter 3 budget review report was presented to Cabinet Executive in February 2025, the forecast was that a contribution to General Fund balances of £31,682 would be made. This was partly due to underspends in the Establishment, and the Investment income exceeding the budget.

As at 31st March 2025, the Council had achieved a surplus for 2024/25, resulting in a contribution of £656,691 transferred to General Fund balances.

This surplus has arisen due, primarily, to investment income performing significantly better than budgeted as interest rates have remained high, and a significant increase in planning application fees. This is partly due to a 25% - 35% increase in fees in December 2023 and an increase in the number of applications made. Although this is an extremely positive outcome for 2024/25, it does not eliminate the risk of the future budget gap highlighted in the Medium Term Financial Strategy (MTFS). Furthermore, the bank rate is expected to continue to reduce over the course of the financial year, meaning that investment income will be unlikely to reach the same level in 2025/26 and beyond.

The annual pay award for 2025/26 has not yet been agreed. The council has budgeted 3% within services. For every 1% that the pay award exceeds the budget, the cost will be approximately £183,000. Whilst vacant posts may reduce the financial impact, they create additional pressure on the rest of the workforce and can affect service delivery standards unless filled quickly.

The most significant variances against the revised budget are set out in the following paragraph.

Expenditure Variances

The variances against the revised budget are detailed below. These have been adjusted to exclude unspent budgets carried forward to 2025/26, and contributions to earmarked reserves.

| | Note | Variance (£) | |
|--|------|--------------|-----------|
| <u>Reduced Expenditure</u> | | | |
| Establishment | 1 | (94,147) | |
| Fuel | 2 | (89,185) | |
| Health & Leisure | 3 | (83,445) | |
| Professional Fees | 4 | (62,387) | |
| Building Control Partnership | 5 | (60,660) | |
| Consultancy fees | 6 | (58,797) | |
| Software Maintenance | 7 | (57,226) | |
| Purchase of Domestic Bins | 8 | (45,814) | |
| New Burdens Grant | 9 | (44,976) | |
| Legal Fees | 10 | (43,032) | |
| Insurances | 11 | (42,185) | |
| Utility Costs | 12 | (39,281) | |
| Training Costs | 13 | (36,681) | |
| Composting Fees | 14 | (33,929) | |
| Fleet Maintenance | 15 | (31,509) | |
| Other Supplies & Services | 16 | (31,370) | |
| | | | (854,107) |
| <u>Additional Income</u> | | | |
| Investment Income | 17 | (231,998) | |
| Homelessness (including Bed & Breakfast) | 18 | (130,629) | |
| Planning Fees & Charges | 19 | (102,450) | |
| Other Contributions | 20 | (82,809) | |
| Other Fees & Charges | 21 | (53,342) | |
| | | | (601,228) |

| | | | |
|--|----|---------|------------------|
| Increased Expenditure | | | |
| Housing Benefit Payable net of Subsidy | 22 | 796,859 | |
| Bad Debt Provision and Write-offs | 23 | 133,953 | |
| Interest Payable | 24 | 43,184 | |
| Other Employee Expenses | 25 | 32,454 | |
| | | | 1,006,450 |
| Reduced Income | | | |
| Recovery of Overpaid Housing Benefit | 26 | 67,642 | |
| | | | 67,642 |
| Other minor variances | 27 | | (351,546) |
| Net Variance | | | (732,789) |

Notes re variances

1. Establishment – The Council has experienced significant turnover in its workforce since the pandemic. Vacancies across a number of services contribute to the underspend, most noticeable in Environmental Health, Community Development, Corporate Services Group Managers and Customer Services. An additional £135,000 was added to the budget during the year for the increase in the pay award. However, this additional provision was not required as the cost of the pay award was absorbed by the underspends across services arising from vacancies. A vacancy savings provision of £250,000 was included within the approved budget and revised budget, this is offset within establishment costs.
2. Fuel costs didn't rise in line with expectations during the year and the purchase price per litre was lower than prior years. Based on government statistics the average price per litre in 2023/24 was 153.48 PPL for Ultra Low Sulphur Diesel. In 2024/25 it fell to 146.92 PPL.
3. Health and Leisure expenditure was below budget due to a vacant post re Inactive Young People. Costs to hire rooms and services also fell below budget.
4. Reduced expenditure in relation to Whetstone Industrial Estate and Council Offices and Land.
5. See paragraph covering the Leicester Building Control Partnership below.
6. Reduced expenditure in relation to Planning Delivery. There were fewer external charges than in previous years for example Forestry Charges from Leicestershire County Council.
7. Reduced software costs, most noticeably in Communications, Council Tax and Billing and Financial Services,
8. The Council makes budget provision for purchasing bins for new properties or to replace lost and damaged bins. The amount required will vary according to demand and growth in the district.
9. New burdens funding is generally provided by the government to cover administrative costs arising from new initiatives. The variance relates to funding received for Benefits Section, Fuel Grants, Council Tax Collection and for Council Tax Support.
10. Reduced expenditure in relation to external legal fees.
11. Reduced insurance premiums and release of excess provisions on settled claims.
12. Utility prices were lower than expected in the year, savings were made on Electric, Gas and Water.
13. Reduced expenditure across numerous departments for training

14. Composting fees are dependent on the amount of garden waste collected, and can vary significantly year on year. Garden Waste Recycling Credits from Leicestershire County Council are also below budget by £16,040.
15. Reduced expenditure on normal repairs, savings also made on Road Fund Licenses.
16. Reduced expenditure across numerous departments for supplies and services, particularly in relation to Occupational Health.
17. See paragraph covering Key Income below.
18. The Council has seen an increase in expenditure on homelessness following the pandemic and the impact of the cost of living crisis. Expenditure on temporary accommodation was significantly higher than budget (£341k) however, offset against this increased expenditure, Housing Benefit Receipts were significantly higher than budgeted (420k) leading to a net surplus in comparison to budget. Budget was in line with the prior year.
19. See paragraph covering Key Income below.
20. Additional grant income in relation to Youth Issues and contributions towards Establishment.
21. Additional income in relation to Fleet Management, Parks and Open Spaces and CT Billing and Collection Recoveries.
22. Linked to homelessness and the provision of bed and breakfast accommodation. There has been considerable pressure on the Housing team to provide temporary accommodation for homeless families and individuals. Whilst we have had some success in recovering costs through housing benefit, there is a knock-on impact on our ability to reclaim those costs through housing benefit subsidy. This is because there is a rent cap in place that limits the amount of subsidy recoverable, and as a result in recent years we have seen a widening gap between the amount of benefit paid and the amount that we can recoup from government. The purchase of 15 properties, with the support of funding from the Local Authority Housing Fund, has meant that 15 families have not required Bed & Breakfast, however, we have seen a significant rise in homelessness cases.
23. Based on a review of outstanding debts on 31st March 2025. Most of the balance shown in the table relates to benefits – rent allowance. The provision is calculated using a formula based on the age of debts. The older the debt is, there is potentially less chance of Blaby recovering the outstanding amounts and as such, the provision is increased accordingly. There was a vacancy in the team for a Housing Benefit Overpayments Officer which has now been filled. As such, we expect to see a decrease in debt going forward and hence a reduced provision.
24. Additional interest in relation to Hire Purchase and IFRS16 assets.
25. Adjustments in respect of the year end pensions valuation as detailed in note 17
26. In line with note 23, due to a vacancy in the team we have not recovered as much overpaid housing benefit as budgeted. Now that the post has been successfully recruited to, we expect this recovery to increase going forward.

27. This includes all other net variances with an individual value of less than £30,000.

Key Income Streams

The following table provides an analysis of the performance of the Council's key income streams during the year:

| | Approved Budget (£) | Revised Budget (£) | Actual Income (£) | Variance against Approved Budget (£) | Variance against Revised Budget (£) |
|------------------------------|----------------------------|---------------------------|--------------------------|---|--|
| Planning Fees | (600,000) | (925,000) | (1,027,450) | (427,450) | (102,450) |
| Building Control Fees | (1,092,280) | (900,000) | (864,006) | 228,274 | 35,994 |
| Building Control Partnership | (312,371) | (466,704) | (373,129) | (60,758) | 93,575 |
| Land Charges | (216,000) | (202,000) | (194,887) | 21,113 | 7,113 |
| Investment Interest | (1,000,000) | (1,300,000) | (1,539,528) | (539,528) | (239,528) |
| Refuse and Recycling | (1,805,800) | (1,777,800) | (1,793,030) | 12,770 | (15,230) |
| Car Parks | (223,000) | (244,000) | (264,874) | (41,874) | (20,874) |
| Leisure Income | (857,247) | (866,140) | (866,134) | (8,887) | 6 |
| Total | (6,106,698) | (6,681,644) | (6,923,038) | (816,340) | (241,394) |

NB: brackets indicate excess income.

Planning Fees have surpassed £1m for the first time in 2024/25, increasing by £481k year on year. Investment income significantly outperformed the budget due to the continued high Bank of England Base Rate. However, we have continued to see reduced income from Land Charges since the pandemic.

The above table does not show the full picture in respect of the Building Control Partnership or the Car Park Account, further detail on which is provided later in this report.

Carry Forward of Unspent Budgets

As part of the closedown process an exercise has been undertaken to identify where it is reasonable to carry forward unspent budgets from 2024/25 to the new financial year. As a rule, this applies to one-off project related budgets, which are usually externally funded. A total of £3,037,165 has been carried forward to 2025/26, of which £2,192,631 relates specifically to external funding, which is ring fenced and cannot be used for anything other than what it is initially intended for.

Leicestershire Building Control Partnership

The table below provides a summary of the partnership account for 2024/25.

| | Revised Budget £ | Final Outturn £ | Variance £ |
|--------------------------------------|------------------------|-----------------------|------------------|
| Employee Costs | 1,410,998 | 1,207,529 | (203,469) |
| Transport Costs | 56,333 | 51,242 | (5,091) |
| Supplies and Services | 132,725 | 50,871 | (81,854) |
| Blaby Overheads and Support Services | 66,000 | 66,000 | 0 |
| Total Expenditure | 1,666,056 | 1,375,642 | (290,414) |
| Total Income | (915,000) | (894,185) | 20,815 |
| Net Expenditure | 751,056 | 481,457 | (269,599) |
| Partner Contributions | (582,068) | (373,129) | 208,939 |
| Cost to Blaby | 168,988 | 108,328 | (60,660) |

As can be seen in the table above, Employee costs were below budget, this is mainly due to vacancies in the team. No carry forwards have been taken into 2025/26. The Building Control Partnership Manager is working with Partners and the HR team to look at recruitment, Blaby are always actively looking to recruit in this area as there are a shortage of surveyors in the market.

Within Supplies and Services is unspent budget totalling £26,674, which relates to publicity and promotion. Also, required provisions were £56,534 below budget, a full review was undertaken at year end. No carry forwards have been taken into 2025/26.

Fees and charges income were below budget, despite this, due to the other areas of underspend identified, the overall outturn is a positive variance of £269,599.

The agreement that partners signed up to is that any loss or surplus will be shared in accordance with the application data from the previous three years. Therefore, of the £269,599 surplus (underspend) against the budgeted position, Blaby's share is £60,660.

Car Parking Account

The following table sets out the net position in relation to the car parking account in 2024/25.

| | Revised Budget £ | Final Outturn £ | Variance £ |
|--------------------------------|------------------------|-----------------------|-----------------|
| Premises Costs | 66,812 | 59,016 | (7,796) |
| Supplies and Services | 65,881 | 51,372 | (14,509) |
| Enforcement Contract | 36,000 | 36,440 | 440 |
| Overheads and Support Services | 49,520 | 51,252 | 1,732 |
| Capital Financing Costs | 45,836 | 48,958 | 3,122 |
| Total Expenditure | 264,049 | 247,038 | (17,011) |
| Contributions towards Expenses | 0 | 0 | 0 |
| Fees and Charges | (244,000) | (264,874) | (20,874) |

| | | | |
|------------------------------|------------------|------------------|-----------------|
| Penalty Charge Notices | (12,000) | (19,498) | (7,498) |
| Total Income | (256,000) | (284,372) | (28,372) |
| Net (Surplus)/Deficit | 8,049 | (37,334) | (45,383) |

Whilst car parking income has not returned to the level it was prior to the pandemic, we have seen a small increase in the income during 2024/25, which, along with expenditure savings, has brought the car parking account into a surplus position.

Earmarked Reserves

In addition to the General Fund balance the Council also maintains several Earmarked Reserves. Some of these are set aside for specific purposes whilst others have been created to mitigate the uncertainties that still surround local government funding and to support Spend to Save opportunities. A detailed breakdown of the movement on Earmarked Reserves appears at Appendix B. The overall balance on Earmarked Reserves has increased from £9,691,882 at the beginning of the financial year to £11,584,407 as at 31st March 2025.

The Earmarked Reserves are routinely reviewed at each year end, to ensure that they are still required and/or they are reflective of the purpose for which they are maintained. This review has been undertaken by the Executive Director (Section 151).

The Council, along with Leicestershire County Council, Leicester City Council, all Leicestershire District Councils and Leicester, Leicestershire, and Rutland Fire Authority since 2015/16 pooled Business Rates under the Rates Retention Scheme, allowing additional monies raised through Business Rates to be retained in the sub region. In previous years applications were submitted for the monies to be distributed by the LLEP, to fund projects to support economic growth and infrastructure connected to this, as per the terms of the pooling arrangement. In recent years however, the distribution of the pooled monies has been revised to distribute across the participating Council's on agreed basis with Pool members utilising their allocation to support "economic health and vibrancy of our communities. The distributed pool monies for 2022/23 and 2023/24 which were received by the Council in the year have been transferred to the reserve. A proportion of these funds (£290k for 2024/25) have been used to support the Economic Development in 2024/25 onwards, with further consideration as to how this reserve will contribute to the Council's financial position in future years.

General Fund Balances

As a result of the outturn referred to above, £656,691 has been added to the General Fund balance. This leaves a year-end balance of £7,246,467 representing 42.5% of the 2025/26 net budget requirement, after considering planned contributions to support the budget. This compares favourably with the 35.9% estimated at budget stage, enhancing the Council's resilience going into 2025/26. The Council's upper policy limit was reviewed in 2024/25

and increased to 45% and the current General Fund Balance is within this upper policy limit.

4.2 Business Rates Retention

When setting the budget for 2024/25 it was expected that business rates income would be approximately £52.6m, of which Blaby's share would be £21.1m (40%). This allowed for around £0.6m of growth from unoccupied units at Fosse Park and the new Fosse Way Prison that were expected to be brought into the rating list during the year. Various reliefs, such as small business rate relief, empty property relief, and retails, hospitality and leisure relief were also netted off the gross rates payable, as well as provisions for appeals and bad debts.

The outturn income from business rates in 2024/25 was £52.8m of which Blaby's share was £21.1m. The difference between the budgeted NNDR income and the outturn position flows through the Collection Fund, resulting in a surplus on 31st March 2025. This will then be taken into account when setting the budget for 2026/27. Out of Blaby's 40% share of the £21.1m estimated income, the Council is required to pay a tariff to central government (£14.7m) and a levy on growth (£2.8m), giving a net income from business rates of £3.5m. This is supplemented by Section 31 grant compensation in respect of various reliefs implemented by government (£3.1m).

The following table below shows the main variances between the estimated position on the NNDR1 return, and the final outturn.

| | NNDR 1 | NNDR 3 | Variance |
|--|---------------------|---------------------|------------------|
| | £ | £ | £ |
| Gross Rates Payable | (63,010,415) | (62,388,380) | 622,035 |
| Transitional Arrangements | 552,658 | 381,196 | (171,462) |
| Mandatory Reliefs | 4,349,209 | 4,514,708 | 165,499 |
| Discretionary Reliefs | 93,511 | 94,748 | 1,237 |
| Unoccupied Property | 800,000 | 1,413,954 | 613,954 |
| Discretionary Relief funded by S31 Grant | 1,933,325 | 2,066,658 | 133,333 |
| Net Rates Payable | (55,281,712) | (53,917,116) | 1,364,596 |
| Interest paid on refunds to ratepayers | 0 | 42,488 | 42,488 |
| Provision for Bad Debts/Write-offs | 829,000 | (199,653) | (1,028,653) |
| Provision for Appeals | 2,249,000 | 1,523,304 | (725,696) |
| Transitional Protection Payments | (552,658) | (381,196) | 171,462 |
| Cost of Collection Allowance | 106,386 | 106,386 | 0 |
| Non-Domestic Rating Income | (52,649,984) | (52,825,787) | (175,803) |

Gross rates payable were £0.6m lower than forecast. They have benefited from the Fosse Way Prison coming back online, with a considerably higher rateable value than our initial estimate, however this is offset with the impact of a number of large appeals being settled during 2024/25. The bad debt provision for arrears is based upon an assessment of the level of arrears outstanding at year end, and the likelihood of this being recovered. This has reduced due to there being no delays with recovery action to secure more of the debt (in previous years there have been occurrences when recovery action was delayed). The appeals provision was reviewed at year end in

light of outstanding checks, challenges, and appeals submitted to the Valuation Office Agency (VOA). The result of this is that the provision was reduced to take account of appeals that had been either settled or withdrawn during the year.

As can be seen in the table above, unoccupied properties is higher than forecast, this is largely due to a unit at Optimus Point becoming vacant during the year and 2 units at Fosse Park remaining vacant.

In overall terms, the Business Rates Collection Fund has moved from a surplus of £1,509,052 on 31st March 2024 to a surplus of £2,277,744 on 31st March 2025. Blaby's share of that surplus is £911,097 (£603,622 surplus on 31st March 2024).

Due to the way in which local authorities are required to account for business rates income, the year-end surplus will not be felt until 2026/27. The Council has already allowed for an estimated surplus of £1,405,505, when setting the 2025/26 budget; the difference between the estimated surplus and actual surplus on 31st March 2025 will be brought into account in the 2026/27 budget setting process.

4.3 Council Tax

The Council Tax Collection Fund has moved from a deficit of £815,382 on 31st March 2024 to a deficit of £121,485 at the end of 2024/25. This represents an in-year surplus of £693,897. The outturn position was better than anticipated when setting the 2024/25 budget, where a deficit of £298,450 was anticipated.

Blaby's share of the deficit on 31st March 2025 is £17,175 compared with the previous year deficit share of £114,460.

Accounting for council tax is like NNDR, in that any difference between the estimated income and the outturn income flows through the Collection Fund in the form of a surplus or deficit. That surplus or deficit will then be factored in when setting the 2026/27 budget.

4.4 The Capital Programme

In 2024/25 the Council spent £4,608,979 on Capital schemes, compared with the latest Capital Programme budget of £10,650,011. This represents an underspend of £6,041,032 or 56.72% against planned capital expenditure, of which £5,884,382 has been carried forward to 2025/26 to enable the schemes to be completed.

Appendix C shows expenditure against the budget by scheme.

| <u>Capital Expenditure:</u> | Approved Budget £ | Revised Budget £ | Actual Outturn £ | (Under)/ Overspend £ |
|--------------------------------------|----------------------------------|---------------------------------|---------------------------------|-------------------------------------|
| Invest to Save Schemes | 200,000 | 1,651,767 | 183,248 | (1,468,519) |
| Essential/Contractual Schemes | 2,396,900 | 5,386,723 | 2,843,306 | (2,543,417) |
| Desirable Schemes | 130,000 | 130,000 | 0 | (130,000) |
| Externally Funded Schemes | 1,100,000 | 3,481,521 | 1,582,425 | (1,899,096) |
| Other Schemes | 0 | 0 | 0 | 0 |
| Contingency Budget | 0 | 0 | 0 | 0 |
| Total Capital Expenditure | 3,826,900 | 10,560,011 | 4,608,979 | (6,041,032) |
| Financed by: | | | | |
| Borrowing | 1,665,938 | 3,785,774 | 1,238,120 | (2,547,654) |
| Capital Receipts | 574,000 | 1,494,710 | 470,922 | (1,023,788) |
| Earmarked Reserves | 94,315 | 145,315 | 89,227 | (56,088) |
| Revenue Contributions | 0 | 100,082 | 82 | (100,000) |
| External Funding | 1,492,647 | 5,124,130 | 2,810,628 | (2,313,502) |
| Total Capital Financing | 3,826,900 | 10,650,011 | 4,608,979 | (6,041,032) |

The main variances against budget are as follows:

- Food Waste Vehicles and Receptacles – Underspend of £970,000. The vehicles, which will use Hydrotreated Vegetable Oil (HVO), have been procured but are awaiting future delivery. Accommodating these vehicles at the depot due to a limited footprint is being considered as part of the Food Waste project.
- Fleet Vehicles Replacement Programme – Underspend of £805,047. Orders for three new waste collection vehicles have been placed with delivery expected by October 2025 and expenditure to be realised in 2025/26.
- Regeneration Property – Underspend of £682,057. Approval was given at Council on 25th October 2023 to use the budget set aside for strategic investment for the purchase of 16 dwellings to reduce homelessness pressures. This followed the award of grant funding from the Local Authority Housing Fund. £1,000 has been spent during 2024/25 and work continues to purchase the final property utilising the LAHF2 funding.
- Net Zero at the Depot – Underspend of £591,000. Work is continuing to investigate appropriate infrastructure solutions for the Electric Vehicle infrastructure at the Council's depot which are being proposed by consultants/specialists in this field.
- Disabled Facilities Grants (DFGs) – Underspend of £443,762. DFG allocation has been increased by central government over recent years. Lightbulb have seen a permanent rise in the complexity of cases coming through due to an increase in residents' health complications. We have also experienced an increase in child cases where the needs can be complex resulting in cases taking longer to complete. Lightbulb is currently going through a service review and

streamlining ways of working which will increase the number of DFG's completed throughout the year.

- Strategic Review: Land Rear of Enderby Leisure Centre – Underspend of £372,721. Consultants are engaging with the Council's Local Plan team to provide information for the site to be assessed for inclusion in the new Local Plan.
- IT Infrastructure Improvements – Underspend of £320,433. Works to move IT to an in-house service are well under way, expenditure is due to increase during the final phase, with the service going live at the end of June 2025 (delayed by three months).
- Section 106-backed schemes – Underspend of £293,058. The Planning Obligation Monitoring Group approved a large S106 project at Ellis Park (Glenfield) in November 2024 which is currently being undertaken.
- Strategic Review: Council Offices - Underspend of £223,858. External consultants are currently advising on viable options on the future of the Council Offices at Narborough Road.
- Replacement CRM/Granicus solutions – Underspend of £186,405. The procurement of a new CRM solution is currently on hold and will be revisited once the Council's IT infrastructure project is complete.
- Income Management System – Underspend of £163,211. Final testing is being completed to ensure the new system is fully integrated with other essential Council finance systems. The new system go live will be at the end of June 2025.
- EV Charging Hub at Enderby Leisure Centre – Underspend of £147,200. A planning application is being submitted to install 12 electric vehicle charging points at Enderby Leisure Centre. It's forecast that the charging points will be installed by August 2025.
- Walk & Ride, Blaby – Underspend of £140,000. Substantial parts of the new walk and cycle route between Lubbethorpe and the City are complete. There is a delay at the Meridian roundabout due to required amendments to the existing highways by Leicester County Council.
- Resurfacing of Main & Overflow Car Parks, Fosse Meadows – Underspend of £130,000. Following the agreement with Green Circle to manage Fosse Meadows, Green Circle will look to access external funding opportunities to progress with the project.

4.5 Significant Issues

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

5. Environmental impact

5.1 No direct impact arising from this report.

No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

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

6.1 Financial implications are included in the main body of this report.

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

7.1

| Current Risk | Actions to reduce the risks |
|---|---|
| That the unaudited accounts are misstated and require amendment | The 2024/25 accounts are subject to independent examination by the Council's external auditors, Azets. The deadline for publication of the audited accounts is by 27 th February 2026. If any amendments are required as a result of the audit, financial implications will be reported back to Cabinet Executive at the earliest opportunity following publication. |

8. Other options considered

8.1 None

9. Appendix

9.1 Appendix A – General Fund Revenue Account: Performance against Budget

9.2 Appendix B – Earmarked Reserves

9.3 Appendix C – Capital Expenditure against Budget

10. Background paper(s)

10.1 None

11. Report author's contact details

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Joanne.davis@blaby.gov.uk 0116 2727625

OUTTURN SUMMARY BY PORTFOLIO 2024/25

Appendix A

| | Approved Budget 2024/25 £ | Revised Estimate 2024/25 £ | Outturn 2024/25 £ | Variance vs Revised £ |
|--|------------------------------------|-------------------------------------|-------------------------|--------------------------------|
| <u>Expenditure by Portfolio:</u> | | | | |
| Finance, People & Performance | 3,504,581 | 3,502,596 | 4,342,088 | 839,492 |
| Housing, Community & Environmental Services | 2,286,511 | 2,727,293 | 1,767,646 | (959,647) |
| Health, Wellbeing, Community Engagement & Business Support | (62,982) | 804,807 | (649,741) | (1,454,548) |
| Leader | 2,410,477 | 2,812,249 | 2,370,059 | (442,190) |
| Neighbourhood Services & Assets | 3,672,637 | 4,073,037 | 3,282,343 | (790,694) |
| Planning Delivery, Enforcement & Corporate Transformation | 3,047,156 | 3,094,656 | 2,172,062 | (922,594) |
| Blaby share of Leicestershire Business Rates Pool | 0 | (811,881) | (1,665,207) | (853,326) |
| | 14,858,380 | 16,202,757 | 11,619,250 | (4,583,507) |
| <u>Central Items:</u> | | | | |
| Revenue Contributions towards Capital Expenditure | 94,315 | 254,126 | 89,310 | (164,816) |
| Minimum Revenue Provision | 748,865 | 610,820 | 610,520 | (300) |
| Voluntary Revenue Provision | 300,000 | 300,000 | 300,000 | 0 |
| Other Appropriations & Accounting Adjustments | 205,390 | 10,590 | 30,319 | 19,729 |
| Contribution to/(from) Earmarked Reserves | (349,315) | (1,908,416) | 2,115,241 | 4,023,657 |
| | 15,857,635 | 15,469,877 | 14,764,640 | (705,237) |
| <u>Financed By:</u> | | | | |
| NNDR | (3,624,577) | (3,864,751) | (3,532,661) | 332,090 |
| Contributions from NNDR Reserves | (290,204) | 138,521 | (222,716) | (361,237) |
| S31 Grant - Business Rates Compensation | (2,922,373) | (3,110,924) | (3,081,777) | 29,147 |
| NNDR (Surplus)/Deficit | 237,154 | 237,154 | 237,154 | 0 |
| <i>Sub-total: Total NNDR-related Transactions</i> | (6,600,000) | (6,600,000) | (6,600,000) | 0 |
| New Homes Bonus | (14,280) | (14,280) | (14,280) | 0 |
| Funding Guarantee | (2,245,863) | (2,245,863) | (2,245,863) | 0 |
| Services Grant | (15,571) | (15,571) | (15,571) | 0 |
| Levy Account Surplus Grant | 0 | 0 | (18,702) | (18,702) |
| Sales, Fees and Charges | 0 | 0 | (8,850) | (8,850) |
| Revenue Support Grant | (79,550) | (79,550) | (79,550) | 0 |
| BDC Demand on Collection Fund | (6,526,402) | (6,526,402) | (6,526,402) | 0 |
| Council Tax (Surplus)/Deficit | 87,887 | 87,887 | 87,887 | 0 |
| | (15,393,779) | (15,393,779) | (15,421,331) | (27,552) |
| Overspend/(Underspend) for year | 463,856 | 76,098 | (656,691) | (732,789) |
| Contribution to/(from) General Fund Balances | (463,856) | (76,098) | 656,691 | 732,789 |

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NOTES TO THE FINANCIAL STATEMENTS 2024/25

APPENDIX B

TRANSFERS TO/FROM EARMARKED RESERVES

| | GL Code | Balance at 31/03/2023 £ | Reallocated Reserves £ | Contributions from I&E A/c £ | Utilisation of Balances £ | Balance at 31/03/2024 £ | Reallocated Reserves £ | Contributions from I&E A/c £ | Utilisation of Balances £ | Balance at 31/03/2025 £ |
|---|----------|-------------------------------|------------------------------|------------------------------------|---------------------------------|-------------------------------|------------------------------|------------------------------------|---------------------------------|-------------------------------|
| Leisure Centre Renewals Fund | 9999/VBA | (73,607) | 0 | 0 | 0 | (73,607) | 0 | 0 | 0 | (73,607) |
| Computer Room Environment | 9999/VBB | (140,840) | 0 | 0 | 5,020 | (135,820) | 0 | 0 | 12,472 | (123,348) |
| Licensing Reserve | 9999/VBC | (27,868) | 0 | 0 | 0 | (27,868) | 0 | 0 | 0 | (27,868) |
| Insurance Reserve Fund | 9999/VBD | (100,000) | 0 | 0 | 0 | (100,000) | 0 | 0 | 0 | (100,000) |
| Blaby Plan Priorities Reserve | 9999/VBJ | (365,824) | 0 | 0 | 372 | (365,452) | 0 | 0 | 76,755 | (288,697) |
| General Reserve Fund | 9999/VBK | (1,612,310) | 0 | 0 | 0 | (1,612,310) | 0 | 0 | 0 | (1,612,310) |
| Ongoing Projects Reserve | 9999/VBM | (3,762,841) | 567,201 | (2,181,245) | 3,086,911 | (2,289,974) | 0 | (3,021,713) | 2,181,245 | (3,130,442) |
| Elections Reserve | 9999/VBQ | (87,259) | 0 | 0 | 0 | (87,259) | 0 | (35,000) | 0 | (122,259) |
| Choice Based Lettings Reserve | 9999/VBR | (952) | 0 | (104,000) | 0 | (104,952) | 0 | 0 | 40,000 | (64,952) |
| New Homes Bonus Reserve | 9999/VBT | (41,327) | 0 | 0 | 41,327 | 0 | 0 | 0 | 0 | 0 |
| Contractual Losses Support Reserve | 9999/VBU | (700,000) | 445,000 | 0 | 0 | (255,000) | 0 | 0 | 0 | (255,000) |
| Economic Development Initiatives | 9999/VBX | (50,000) | 0 | 0 | 0 | (50,000) | 0 | 0 | 0 | (50,000) |
| Provision - ERIE Sinking Fund | 9999/VCA | (26,777) | 0 | 0 | 17,630 | (9,147) | 0 | 0 | 660 | (8,487) |
| Community Rights Reserve | 9999/VCB | (48,724) | 0 | 0 | 0 | (48,724) | 0 | 0 | 0 | (48,724) |
| Hardship Reserve | 9999/VCD | (325,000) | 0 | 0 | 0 | (325,000) | 0 | 0 | 0 | (325,000) |
| Parish New Homes Bonus Reserve | 9999/VCE | (881) | 0 | 0 | 0 | (881) | 0 | 0 | 0 | (881) |
| NNDR Income Reserve | 9999/VCF | (2,453,926) | 0 | 0 | 798,708 | (1,655,218) | 0 | 0 | 222,716 | (1,432,502) |
| Flexible Working Reserve | 9999/VCG | (162,678) | 0 | 0 | 886 | (161,792) | 0 | 0 | 0 | (161,792) |
| Local Plan Reserve | 9999/VCJ | (456,306) | 0 | 0 | 41,730 | (414,576) | (221,070) | 0 | 269,891 | (365,755) |
| Lottery Reserve | 9999/VCK | (26,466) | 0 | (6,233) | 5,334 | (27,365) | 0 | (15,452) | 6,233 | (36,584) |
| IT System Replacement Reserve | 9999/VCL | (39,815) | 0 | 0 | 0 | (39,815) | 0 | 0 | 0 | (39,815) |
| Property Fund Reserve | 9999/VCM | (128,462) | 0 | (39,111) | 0 | (167,573) | 0 | (34,055) | 0 | (201,628) |
| Tax Income Guarantee Reserve | 9999/VCN | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| S31 Grant Reserve | 9999/VCO | (1,516,792) | 0 | 0 | 1,516,792 | 0 | 0 | 0 | 0 | 0 |
| Huncote Major Reserve | 9999/VCP | (500,843) | (200,000) | 0 | 58,317 | (642,526) | 0 | 0 | 0 | (642,526) |
| Court Fees Income Reserve | 9999/VCQ | (31,813) | 0 | 0 | 0 | (31,813) | 0 | 0 | 0 | (31,813) |
| Business Rates Pool Reserve | 9999/VBV | 0 | 0 | (1,065,210) | 0 | (1,065,210) | 0 | (1,665,207) | 290,000 | (2,440,417) |
| | | (12,681,311) | 812,201 | (3,395,799) | 5,573,027 | (9,691,882) | (221,070) | (4,771,427) | 3,099,972 | (11,584,407) |
| Less Earmarked Reserves set aside to meet the Collection Fund Deficit | | 0 | | | | (0) | | | | (0) |
| Usable Earmarked Reserves | | (12,681,311) | | | | (9,691,882) | | | | (11,584,407) |
| | | | | | | | | | | |
| General Fund Balance | | (4,619,445) | 0 | (1,725,331) | (245,000) | (6,589,776) | | (656,691) | | (7,246,467) |

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| | Approved Capital Programme 2024/25 £ | Budgets Brought Forward from 2023/24 £ | Virements / Additions etc within the year £ | Project completed Saving realised £ | Latest Capital Programme 2024/25 £ | Capital Expenditure to 31st March 2025 £ | Variance as at 31st March 2025 £ |
|---|---|---|--|--|---|---|--|
| <u>Invest to Save Schemes</u> | | | | | | | |
| Regeneration Property | 0 | 662,067 | 20,990 | 0 | 683,057 | 1,000 | 682,057 |
| Strategic Review : Council Offices | 0 | 250,000 | 0 | 0 | 250,000 | 26,142 | 223,858 |
| Strategic Review : Land Rear of Enderby Leisure Centre | 0 | 503,710 | 0 | 0 | 503,710 | 130,989 | 372,721 |
| Revenues & Benefits - Document Management & MyView | 0 | 0 | 28,595 | 0 | 28,595 | 25,117 | 3,478 |
| Replacement CRM/Granicus solutions | 200,000 | 0 | (13,595) | 0 | 186,405 | 0 | 186,405 |
| | 200,000 | 1,415,777 | 35,990 | 0 | 1,651,767 | 183,248 | 1,468,519 |
| <u>Essential/Contractual Schemes</u> | | | | | | | |
| Net Zero at the Depot | 0 | 1,176,000 | (71,704) | 0 | 1,104,296 | 513,296 | 591,000 |
| Refurbishment of Vacant Units at Enderby Road Industrial Estate | 0 | 11,825 | 0 | 0 | 11,825 | 11,825 | 0 |
| Walk & Ride Blaby | 0 | 140,000 | 0 | 0 | 140,000 | 0 | 140,000 |
| Finance System Upgrade | 0 | 0 | 87,320 | 0 | 87,320 | 5,000 | 82,320 |
| Installation of PV Panels at Enderby Leisure Centre | 385,400 | 0 | (13,493) | (192,647) | 179,260 | 140,000 | 39,260 |
| Installation of PV Panels at Holt Way | 0 | 0 | 13,493 | 0 | 13,493 | 13,043 | 450 |
| CCTV Upgrade at Council Offices | 0 | 0 | 29,033 | 0 | 29,033 | 0 | 29,033 |
| Capital Grants Programme | 54,500 | 15,642 | 0 | 0 | 70,142 | 45,755 | 24,387 |
| Blaby Town Centre Improvements | 0 | 17,000 | 0 | 0 | 17,000 | 0 | 17,000 |
| Works to Landfill Gas Monitoring System, Huncote | 40,000 | 0 | 0 | 0 | 40,000 | 3,056 | 36,944 |
| Replacement of Air Quality Analysers | 0 | 10,000 | 0 | 0 | 10,000 | 7,042 | 2,958 |
| Income Management System | 0 | 220,000 | (15,000) | 0 | 205,000 | 41,789 | 163,211 |
| Replacement BACS Submission Software | 20,000 | 0 | 0 | 0 | 20,000 | 10,600 | 9,400 |
| HR & Payroll System | 0 | 100,000 | 0 | 0 | 100,000 | 9,339 | 90,661 |
| Replacement AV System for Council Chamber | 75,000 | 0 | 20,000 | 0 | 95,000 | 0 | 95,000 |
| End User Device Replacement - Phase 1 | 0 | 15,000 | 101,551 | 0 | 116,551 | 89,229 | 27,322 |
| Office 365 Consultancy | 0 | 16,000 | (15,461) | 0 | 539 | 539 | 0 |
| Network Upgrades - Phase 2 | 0 | 24,961 | (24,961) | 0 | 0 | 0 | 0 |
| ICT Security Upgrades | 0 | 72,076 | (61,130) | 0 | 10,946 | 3,214 | 7,732 |
| ICT Infrastructure Improvements | 500,000 | 497,378 | 0 | 0 | 997,378 | 676,945 | 320,433 |
| Multi-factor Authentication | 0 | 5,000 | 0 | 0 | 5,000 | 253 | 4,747 |
| Fleet Vehicle Replacement Programme | 1,308,000 | 142,000 | 354,000 | (175,672) | 1,628,328 | 823,281 | 805,047 |
| Vehicle CCTV & Tracking Upgrade | 0 | 13,000 | 0 | 0 | 13,000 | 7,150 | 5,850 |
| Mobile Working Software | 0 | 0 | 50,412 | 0 | 50,412 | 0 | 50,412 |
| Upgrades to IDOX DMS and UNI-form Public Access | 14,000 | 0 | 0 | 0 | 14,000 | 13,750 | 250 |
| Refurbishment of Council Offices | 0 | 2,950 | 967 | 0 | 3,917 | 3,917 | 0 |
| IFRS16 Leases | 0 | 0 | 424,283 | 0 | 424,283 | 424,283 | 0 |
| | 2,396,900 | 2,478,832 | 879,310 | (368,319) | 5,386,723 | 2,843,306 | 2,543,417 |
| <u>Desirable Schemes (subject to affordability)</u> | | | | | | | |
| Resurfacing of Main & Overflow Car Parks, Fosse Meadows | 130,000 | 0 | 0 | 0 | 130,000 | 0 | 130,000 |
| | 130,000 | 0 | 0 | 0 | 130,000 | 0 | 130,000 |
| <u>Externally Funded Schemes</u> | | | | | | | |
| Disabled Facilities Grants | 630,000 | 512,790 | 79,853 | 0 | 1,222,643 | 778,881 | 443,762 |
| Housing Support Grants | 30,000 | 34,707 | 0 | 0 | 64,707 | 50,441 | 14,266 |
| Air Quality Particulates Matter | 0 | 0 | 65,046 | 0 | 65,046 | 34,236 | 30,810 |
| CCTV cameras at 3 Other sites in District | 0 | 1,632 | (1,632) | 0 | 0 | 0 | 0 |
| Car Park Improvements, Bouskell Park, Blaby | 440,000 | 0 | 57,690 | 0 | 497,690 | 497,690 | 0 |
| Public Realm Works - Parks & Open Spaces | 0 | 0 | 133,000 | 0 | 133,000 | 133,000 | 0 |
| EV Charging Hub at Enderby Leisure Centre | 0 | 0 | 147,200 | 0 | 147,200 | 0 | 147,200 |
| Food Waste Vehicles and Receptacles | 0 | 0 | 970,000 | 0 | 970,000 | 0 | 970,000 |
| Section 106-backed Schemes | 0 | 84,692 | 296,543 | 0 | 381,235 | 88,177 | 293,058 |
| | 1,100,000 | 633,821 | 1,747,700 | 0 | 3,481,521 | 1,582,425 | 1,899,096 |
| TOTAL CAPITAL PROGRAMME 2023/24 | 3,826,900 | 4,528,430 | 2,663,000 | (368,319) | 10,650,011 | 4,608,979 | 6,041,032 |

| | Approved Capital Programme 2024/25 £ | Budgets Brought Forward from 2023/24 £ | Virements / Additions etc within the year £ | Project completed Saving realised £ | Latest Capital Programme 2024/25 £ | Capital Expenditure to 31st March 2025 £ | Variance as at 31st March 2025 £ |
|--|---|---|--|--|---|---|--|
| <u>FINANCED BY:</u> | | | | | | | |
| <u>Internally Resources</u> | | | | | | | |
| Prudential Borrowing | 1,665,938 | 2,540,411 | (244,903) | (175,672) | 3,785,774 | 1,238,120 | 2,547,654 |
| Usable Capital Receipts | 574,000 | 890,710 | 30,000 | 0 | 1,494,710 | 470,922 | 1,023,788 |
| Blaby District Council Plan Priorities Reserve | 54,500 | 31,000 | 0 | 0 | 85,500 | 76,755 | 8,745 |
| IT Reserve | 0 | 20,000 | 0 | 0 | 20,000 | 12,472 | 7,528 |
| IT Systems Replacement Reserve | 39,815 | 0 | 0 | 0 | 39,815 | 0 | 39,815 |
| Revenue Funded Capital Expenditure | 0 | 100,082 | 0 | 0 | 100,082 | 82 | 100,000 |
| <u>External Resources</u> | | | | | | | |
| Disabled Facilities Grant | 660,000 | 547,497 | 42,974 | 0 | 1,250,471 | 792,444 | 458,027 |
| DFG Contribution from East Midland Housing | 0 | 0 | 36,880 | 0 | 36,880 | 36,880 | 0 |
| Defra - Air Quality Grant | 0 | 0 | 65,046 | 0 | 65,046 | 34,236 | 30,810 |
| Defra | 0 | 0 | 1,489,212 | 0 | 1,489,212 | 567,201 | 922,011 |
| LA Housing Fund Round 2 | 0 | 312,406 | 20,990 | 0 | 333,396 | 1,000 | 332,396 |
| S106 Contributions - Various | 0 | 84,692 | 296,543 | 0 | 381,235 | 88,177 | 293,058 |
| UK Shared Prosperity Fund | 510,000 | 1,632 | 779,058 | 0 | 1,290,690 | 1,290,690 | 0 |
| Sport England | 192,647 | 0 | 0 | (192,647) | 0 | 0 | 0 |
| Local EV Infrastructure Fund | 0 | 0 | 147,200 | 0 | 147,200 | 0 | 147,200 |
| Unconfirmed Government Grant | 130,000 | 0 | 0 | 0 | 130,000 | 0 | 130,000 |

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Blaby District Council

Cabinet Executive

| | |
|-------------------------|---|
| Date of Meeting | 23 June 2025 |
| Title of Report | Treasury Management Outturn 2024/25 This is not a Key Decision and is on the Forward Plan |
| Lead Member | Cllr. Cheryl Cashmore - Finance, People & Transformation (Deputy Leader) |
| Report Author | Finance Group Manager |
| Strategic Themes | Ambitious and well managed Council, valuing our people |

1. What is this report about?

- 1.1 The report reviews the Council's treasury management activities undertaken during the 2024/25 financial year and gives details of the prudential and treasury indicators for the same period.
- 1.2 It also provides an update regarding the property fund investment.

2. Recommendation(s) to Cabinet Executive and Council

- 2.1 That the treasury management activities for 2024/25 are approved.
- 2.2 That the prudential and treasury indicators for 2024/25 are approved.

3. Reason for Decisions Recommended

- 3.1 The regulatory framework governing treasury management activities includes a requirement that the Council should produce an annual review of treasury activities undertaken in the preceding financial year. It must also report the performance against the approved prudential indicators for the year.
- 3.2 This report fulfils the requirement above and incorporates the needs of the Prudential Code to ensure adequate monitoring of capital expenditure plans and the Council's prudential indicators. The treasury strategy and prudential indicators for 2024/25 were contained in the report approved by Council on 27th February 2024.

4. Matters to consider

4.1 Background

The Council is required to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2024/25 by regulations issued under the Local Government Act 2003. This report meets the requirements of both the Chartered Institute of Public Finance Accountants' (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

During 2024/25 the minimum reporting requirements were that the full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Cabinet Executive 26th February 2024, Council 27th February 2024)
- a mid-year treasury update report (Cabinet Executive 4th November 2024, Council 19th November 2024)
- an annual review following the end of the year describing the activity compared to the strategy (this report)

The regulations place responsibility on Members for the review and scrutiny of treasury management policy and activities. This report is important, in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members.

The Council has complied with the requirement under the Code to give prior scrutiny to all the above treasury management reports by the Cabinet Executive and/or Scrutiny Commission before they were reported to the full Council. Member training on treasury management issues is undertaken on an ad hoc basis as required, with a training session proposed to be arranged during 2025/26.

4.2 Capital Expenditure and Financing

The Council undertakes capital expenditure on long-term assets which may either be:

- Financed immediately through the application of capital or revenue resources (e.g., capital receipts, grants, revenue contributions), which has no resultant impact on the Council's borrowing need; or
- Financed through borrowing if insufficient resources are available, or a decision is taken not to apply resources.

The actual capital expenditure forms one of the main prudential indicators. The following table summarises the capital expenditure and financing for the year. A more detailed analysis is provided at Appendix A.

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|---------------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Capital Expenditure | 6,996,593 | 10,650,011 | 4,608,979 |
| Financed in year | (3,332,263) | (6,864,237) | (3,370,859) |
| Unfinanced Capital Expenditure | 3,664,330 | 3,785,774 | 1,238,120 |

4.3 The Council's Overall Borrowing Need

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2024/25 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLB], or the money markets), or utilising temporary cash resources within the Council.

The Council's underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision (MRP) to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources, (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Council's 2024/25 MRP Policy, (as required by MHCLG Guidance), was approved as part of the Treasury Management Strategy Report for 2024/25 on 27th February 2024.

Once again, the Council undertook no new borrowing during 2024/25. Although there was a borrowing need to fund the capital programme, there are still sufficient reserves and balances available to enable the Council to effectively borrow internally.

The table below highlights the gross borrowing position against the CFR. The CFR represents a key prudential indicator. It includes finance leases that appear on the balance sheet, and which increase the Council's borrowing need. However, no borrowing is required to cover finance leases as there is a borrowing facility included in the contract.

| | 31st March 2024 Actual £ | 31st March 2025 Budget £ | 31st March 2025 Actual £ |
|------------------------------------|--|--|--|
| Opening Balance | 14,486,025 | 17,465,910 | 17,465,910 |
| Add Unfinanced Capital Expenditure | 3,664,330 | 3,785,774 | 1,238,120 |
| Less IFRS 16 Adjustment | 0 | 0 | (3,916) |
| Less MRP & VRP | (784,445) | (910,820) | (910,520) |
| Closing Balance | 17,365,910 | 20,240,864 | 17,689,594 |

Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

It is important to ensure that borrowing is prudent over the medium term and that it is only undertaken for capital purposes. Therefore, the Council needs to make sure that, except in the short term, its gross external borrowing does not exceed the total of the CFR in the preceding year (2023/24) plus the estimates of any additional CFR for the current year (2024/25) and next two financial years. Effectively this means that the Council is not borrowing to support revenue expenditure. This indicator also allows the Council some flexibility to borrow in advance of its immediate need where it is appropriate to do so. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

| | 31st March 2024 Actual £ | 31st March 2025 Budget £ | 31st March 2025 Actual £ |
|------------------------------------|--|--|--|
| CFR | 17,365,910 | 20,240,864 | 17,689,594 |
| Gross Borrowing | 6,168,303 | 8,099,341 | 5,721,563 |
| (Under)/Over Funding of CFR | (11,197,607) | (12,141,253) | (11,968,032) |

The Authorised Limit – this is the affordable borrowing limit required by Section 3 of the Local Government Act 2003. Once it has been set, the Council does not have the power to borrow above this level. The table below demonstrates that the Council has maintained gross borrowing within the authorised limit during 2024/25.

The Operational Boundary – this is the expected borrowing position for the year. Periods where the actual position is either above or below the boundary are acceptable subject to the authorised limit not being breached.

Actual financing costs as a proportion of net revenue stream – this indicator identifies the trend in the cost of capital (i.e., borrowing, and other long term obligation costs net of investment income), against the net revenue stream.

| | 2024/25 |
|---|----------------|
| Authorised limit | £23,000,000 |
| Maximum gross borrowing position during the year | £6,168,303 |
| Operational boundary | £20,700,000 |
| Financing costs as a proportion of net revenue stream | 8.81% |

- 4.4 The Council's treasury management debt and investment position is organised by the treasury management service to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through Member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices. At the end of 2024/25 the Council's treasury position was as follows:

| | Principal at 31st March 2024 | Rate/ Return | Average Life | Principal at 31st March 2025 | Rate/ Return | Average Life |
|-------------------------------------|--|-------------------------|-------------------------|--|-------------------------|-------------------------|
| PWLB Debt | £5,713,439 | 2.25% | 18.8 years | £4,857,602 | 2.25% | 17.8 years |
| Market Debt | 0 | n/a | n/a | 0 | n/a | n/a |
| Total debt | £5,713,439 | 2.25% | 18.8 years | £4,857,602 | 2.25% | 17.8 years |
| Capital Financing Requirement | £17,365,910 | | | £17,269,227 | | |
| Over/(under) borrowing | (£11,652,471) | | | (£12,411,626) | | |
| Short Term investments | (£22,089,000) | 5.34% | | (£22,575,200) | 4.34% | |
| Long Term Investments | (£742,726) | 5.27% | | (£754,697) | 3.90% | |
| Net debt | (£34,484,197) | | | (35,741,523) | | |

Other long-term liabilities, such as finance leases, are excluded from the table above.

The interest rates in the table above are based on the loans and investments outstanding at the year end and are not necessarily the same as the average rate payable during the financial year.

The maturity structure of the debt portfolio was as follows:

| | 31st March 2024 £ | 31st March 2025 £ |
|----------------------------|--|--|
| Less than one year | 855,837 | 857,602 |
| Between one and two years | 857,602 | 0 |
| Between two and five years | 0 | 0 |
| Between five and ten years | 0 | 0 |
| Over ten years | 4,000,000 | 4,000,000 |
| | 5,713,439 | 4,857,602 |

| Investment Portfolio | 31st March 2024 £ | 31st March 2024 % | 31st March 2025 £ | 31st March 2025 % |
|-----------------------------|--|--|--|--|
| Banks | 18,129,000 | 5.27% | 19,391,200 | 4.31% |
| Local Authorities | 1,000,000 | 6.90% | 0 | 0 |
| Money Market Funds | 2,960,000 | 5.26% | 3,184,000 | 4.49% |
| Property Fund | 742,726 | 5.27% | 754,697 | 3.90% |

The return on the Property Fund comprises both rental income and interest income gross of fees.

4.5 The Strategy for 2024/25

Investments

Investment returns remained robust throughout 2024/25 with Bank Rate reducing steadily through the course of the financial year (three 0.25% rate cuts in total), and even at the end of March the yield curve was still relatively flat, which might be considered unusual as further Bank Rate cuts were expected in 2025/26.

Bank Rate reductions of 0.25% occurred in August, November and February, bringing the headline rate down from 5.25% to 4.5%. Each of the Bank Rate cuts occurred in the same month as the Bank of England published its Quarterly Monetary Policy Report, therein providing a clarity over the timing of potential future rate cuts.

Over the year Local Authorities were able to achieve returns in excess of 5% for all periods ranging from 1 month to 12 months in the spring of 2024 but by March 2025 deposit rates were some 0.75% - 1% lower. Where liquidity requirements were not a drain on day-to-day investment choices, extending duration through the use of “laddered investments” paid off.

Investment choices were not straight-forward due to concerns over rising inflation after the Autumn Statement in October led to reduced expectations for Bank Rate to fall. The CPI measure of inflation is expected to reach c3.75% by the autumn of 2025, which could provide for some presentational issues for a Bank whose primary mandate is to ensure inflation is close to 2% on a two-to-three-year timeframe. At the end of March, only two further rate cuts were priced into the market for 2025 (4% at December 2025). A week later and sentiment has changed dramatically in the wake of the equity market sell-off to the extent that markets now expect three Bank Rate reductions between May and December 2025 (Bank Rate to fall to 3.75%).

Borrowing

During 2024/25, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as although near-term investment rates were equal to, and sometimes higher than, long-term borrowing costs, the latter are expected to fall back through 2025 and 2026 in the light of economic growth concerns and the eventual dampening of inflation. The Authority has sought to minimise the taking on of long-term borrowing at elevated levels (>5%) and has focused on a policy of internal and temporary borrowing, supplemented by short-dated borrowing (<5 years) as appropriate.

Against this background and the risks within the economic forecast, caution was adopted with the treasury operations. The Executive Director (Section 151) therefore monitored interest rates in financial markets and adopted a pragmatic strategy based upon the following principles to manage interest rate risks:

- if it had been felt that there was a significant risk of a sharp FALL in long and short-term rates, (e.g., due to a marked increase of risks around a relapse into recession or of risks of deflation), then long term borrowings would have been postponed, and potential rescheduling from fixed rate funding into short term borrowing would have been considered.
- if it had been felt that there was a significant risk of a much sharper RISE in long and short-term rates than initially expected, perhaps arising from the stickiness of inflation in the major developed economies, then the portfolio position would have been re-appraised. Most likely, fixed rate funding would have been drawn whilst interest rates were lower than they were projected to be in the next few years.

Interest rate forecasts initially suggested gradual reductions in short, medium and longer-term fixed borrowing rates during 2024/25. Bank Rate did peak at 5.25% as anticipated, but the initial expectation of significant rate reductions did not transpire, primarily because inflation concerns remained elevated. Forecasts were too optimistic from a rate reduction perspective, but more recently the forecasts, updated from November 2024 onwards, look more realistic.

At the start of April 2025, following the introduction of President Trump's trade tariffs policies, the market now expects Bank Rate to fall to 3.75% by the end of December 2025, pulling down the 5- and 10-year parts of the curve too.

This should provide an opportunity for greater certainty to be added to the debt portfolio, although a significant fall in inflation will be required to underpin any material movement lower in the longer part of the curve.

4.6 Borrowing Outturn

No new borrowing was undertaken during the year. As a result, gross borrowing has fallen from £5,713,439 to £4,587,602 on 31st March 2025. The movement is summarised in the following table:

| | £ |
|--|------------------|
| Balance at 1st April 2024 | 5,713,439 |
| New borrowing in year | 0 |
| Loans repaid in year | (855,837) |
| Balance at 31st March 2025 | 4,587,602 |

The total loan interest payable in 2024/25, excluding finance leases, was £108,264.64 (£131,268 in 2023/24), and the average interest rate payable was 2.25% (2.25% in 2023/24).

Borrowing in advance of need:

The Council has not borrowed more than, or in advance of its needs, purely to profit from the investment of the extra sums borrowed.

Rescheduling:

No rescheduling was done during the year as the approximate 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

4.7 Investment Outturn

The Council's investment policy is governed by MHCLG investment guidance, which has been implemented in the annual investment strategy approved by Council on 27th February 2024. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council experienced no liquidity difficulties during the financial year.

Interest on in house investments amounted to £1,539,528 (£1,699,508 in 2023/24), above the revised budget by over £0.2m, due to the Monetary Policy Committee maintaining the high bank rate and cash flow balances remaining high. The average rate of return for 2024/25 was 4.34% compared with the average of 5.34% achieved in 2023/24.

In addition to this the Council achieved a return of £34,055 interest and rental income on its property fund investment during 2024/25. There is a statutory override in place until 1st April 2029, for legacy investments already in place at the end of the previous financial year (1st April 2024), which prevents fluctuations in the fund value from having to be charged to the

General Fund. The Council also has an earmarked reserve as a mitigation against losses in the fund value.

The Council invested £1m in the Lothbury Property Trust in December 2019. Following the unprecedented withdrawal of a number of investors, notice was given by Lothbury for the termination of the fund on the 31st March 2024 if a viable merger option could not be found by this date.

Following an extraordinary general meeting held in March 2024, the deadline for terminating the fund was extended to the end of May 2024. Unfortunately, due to a difference in opinion over the valuation of certain assets that were to be transferred from Lothbury to UBS, the merger option did not proceed, and the fund was wound up on 30th May.

Although the merger fell through, officers maintained communication with UBS Triton fund managers. Due to the opportunity to transfer the Council's share of proceeds from Lothbury to UBS Triton, as and when funds are distributed, at a preferential management fee rate, under delegated authority the Executive Director (Section 151), in consultation with the Portfolio Holder for Finance, People and Performance determined that the transfer of funds from Lothbury to UBS Triton remained the Council's best opportunity to recover its investment loss. Following the winding up of this fund on the 30th May 2024 Lothbury continue to dispose of all assets and making distributions to investors.

As at 31st March 2025 the remaining balance within the Lothbury Fund still to be distributed was £90,045.82.

As at 31st March 2025 the UBS Triton Property Fund LP investment value stood at £664,651.45.

4.8 **Significant Issues**
None.

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

5. Environmental impact

- 5.1 No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

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

- 6.1 Not applicable.

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

| | | |
|-----|--|---|
| 7.1 | Current Risk | Actions to reduce the risks |
| | That external borrowing might not be undertaken at the most advantageous rate | Treasury officers maintain regular contact with the Council's advisors, Link Treasury Services, who monitor movements in interest rates on our behalf. The aim is always to drawdown loans when interest rates are at their lowest point. |
| | Credit risk – the risk that other parties might fail to pay amounts due, e.g., deposits with banks etc | The Annual Investment Strategy sets the criteria through which the Council decides with whom it may invest. The lending list is updated regularly to reflect changes in credit ratings. |
| | Liquidity risk – the Council might not have sufficient funds to meet its commitments | Daily monitoring of cash flow balances. Access to the money markets to cover any short-term cash shortfall. |
| | Refinancing and maturity risk – the risk that the Council might need to renew a loan or investment at disadvantageous interest rates | Monitoring of the maturity profile of debt to make sure that loans do not all mature in the same period. Monitoring the maturity profile of investments to ensure there is sufficient liquidity to meet day to day cashflow needs. |
| | That the investment in UBS Triton will not achieve full recovery of the Council's current investment loss as expected. | UBS Triton is an established property fund. An earmarked reserve is in place to mitigate any potential fluctuations in the fund value, although it does not cover the full value of the initial investment. |

8. Other options considered

- 8.1 None. It is a legislative requirement that the Council receives an annual report covering its treasury activities for the financial year.

9. Appendix

- 9.1 Appendix A – Prudential and Treasury Indicators 2024/25

10. Background paper(s)

- 10.1 None

11. Report author's contact details

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PRUDENTIAL AND TREASURY INDICATORS

1. Capital Expenditure and Financing

This indicator shows the capital expenditure plans for the year and demonstrates how those plans are financed.

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Capital Expenditure | | | |
| S106-backed schemes | 534,928 | 381,235 | 88,177 |
| Other schemes | 6,461,665 | 10,268,776 | 4,520,802 |
| Total Capital Programme | 6,996,593 | 10,650,011 | 4,608,979 |
| Financed by: | | | |
| Capital receipts | (730,959) | (1,494,710) | (470,922) |
| Capital grants and contributions | (2,596,933) | (5,124,130) | (2,810,628) |
| Capital reserves | (371) | (145,315) | (89,227) |
| Revenue contributions | (4,000) | (100,082) | (82) |
| Total Financing | (3,332,263) | (6,864,237) | (3,370,859) |
| Borrowing Requirement | (3,664,330) | 3,785,744 | 1,238,120 |

2. Capital Financing Requirement

The Capital Financing Requirement (CFR) is a measure of the Council's underlying need to borrow for capital purposes. It will increase as the Council incurs capital expenditure which cannot be met from other resources, but this will be partially offset by revenue repayments for the year (the Minimum Revenue Provision).

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|-----------------------------|---------------------------------|---------------------------------|---------------------------------|
| CFR as of 1st April 2024 | 14,486,025 | 17,365,910 | 17,365,910 |
| Capital Expenditure in Year | 6,996,593 | 10,247,677 | 4,184,696 |
| IFRS16 lease additions | 0 | 402,334 | 424,283 |
| Financing in Year | (3,332,263) | (6,864,237) | (3,370,859) |
| IFRS Adjustment | 0 | 0 | (3,916) |
| Minimum Revenue Provision | (484,445) | (610,820) | (610,520) |
| Voluntary Revenue Provision | (300,000) | (300,000) | (300,000) |
| CFR as of 31st March 2025 | 17,365,910 | 20,240,864 | 17,689,594 |

3. Ratio of Financing Costs to Net Revenue Stream

This indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs, net of investment income) against the net revenue stream.

| | 2023/24 Actual | 2024/25 Budget | 2024/25 Actual |
|-------|---------------------------|---------------------------|---------------------------|
| Ratio | 8.14% | 8.55% | 8.81% |

4. The Portfolio Position

The table below compares the Council's actual external debt, including other long-term liabilities such as finance leases, with the CFR. This indicator also acts as a limit to borrowing activity. Gross external debt should not, except in the short term, exceed the total of CFR in the preceding year plus the estimated additional CFR for 2024/25 and the next two financial years. This allows some limited flexibility for borrowing in advance of need. No difficulties are envisaged in complying with this indicator for the current or future financial years.

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|--------------------------------|------------------------|------------------------|------------------------|
| External Debt | | | |
| Debt on 1st April 2024 | 5,929,939 | 5,713,439 | 5,713,439 |
| Leases at 1st April 2024 | 455,157 | 454,891 | 454,864 |
| Leases in year | 0 | 402,334 | 424,283 |
| Borrowing 2024/25 | 0 | 2,400,000 | 0 |
| Loan Repayments | | (855,837) | (855,337) |
| Lease Repayments | (216,766) | (15,486) | (15,186) |
| Debt at 31st March 2025 | 6,168,330 | 8,099,341 | 5,721,563 |
| CFR (as above) | 17,365,910 | 20,240,864 | 17,689,594 |
| Under/(Over) Borrowing | (11,227,580) | (12,141,523) | (11,968,031) |

5. Operational Boundary for External Debt

This is the limit which external debt is not normally expected to exceed. In most cases this would be a similar figure to the CFR but may be lower or higher depending on the levels of actual debt.

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|-----------------------------|------------------------|------------------------|------------------------|
| Borrowing | 5,713,439 | 18,200,000 | 4,857,602 |
| Other Long-Term Liabilities | 454,891 | 2,500,000 | 454,864 |
| Total | 6,168,330 | 20,700,000 | 5,312,466 |

6. Authorised Limit for External Debt

A further key prudential indicator represents a control on the maximum level of borrowing. This is the limit beyond which external debt is prohibited. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

| | 2023/24 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|-----------------------------|------------------------|------------------------|------------------------|
| Borrowing | 5,713,439 | 20,222,200 | 4,857,602 |
| Other Long-Term Liabilities | 454,891 | 2,777,800 | 454,864 |

| | | | |
|--------------|------------------|-------------------|------------------|
| Total | 6,183,330 | 23,000,000 | 5,312,466 |
|--------------|------------------|-------------------|------------------|

7. Treasury Management Limits on Activity

There are three debt related treasury activity limits. The purpose of these is to manage risk and reduce the impact of any adverse movement in interest rates. However, if these are too restrictive, they will impair the opportunities to reduce costs and/or improve performance. The indicators are:

- Upper limits on variable interest rate exposure. This identifies a maximum limit for variable interest rates based upon the debt position net of investments.
- Upper limits on fixed interest rate exposure. This is similar to the previous indicator and covers a maximum limit on fixed interest rates.
- Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large, fixed rate sums falling due for refinancing, and are required for upper and lower limits.

| | 2023/24 Actual | 2024/25 Budget | 2024/25 Actual |
|--|---------------------------|---------------------------|---------------------------|
| Maturity structure of fixed interest rate borrowing: | | | |
| Under 12 months | 14.99% | 100.00% | 17.65% |
| 12 months to 2 years | 15.01% | 100.00% | 0.00% |
| 2 years to 5 years | 0.00% | 100.00% | 0.00% |
| 5 years to 10 years | 0.00% | 100.00% | 0.00% |
| 10 years and above | 70.00% | 100.00% | 82.35% |

8. Investments Greater Than 365 Days

This limit is set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment and is based on the availability of investments after each year-end.

| | 2024/25 Actual £ | 2024/25 Budget £ | 2024/25 Actual £ |
|------------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Principal sums invested > 365 days | 754,696 | 6,000,000 | 754,696 |

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Blaby District Council

Cabinet Executive

| | |
|-------------------------|---|
| Date of Meeting | 23 June 2025 |
| Title of Report | Annual Governance Statement 2024/25 This is not a Key Decision and is on the Forward Plan |
| Lead Member | Cllr. Cheryl Cashmore - Finance, People & Transformation (Deputy Leader) |
| Report Author | Executive Director (Section 151 Officer) |
| Strategic Themes | All Themes: Enabling communities and supporting vulnerable residents; Enhancing and maintaining our natural and built environment; Growing and supporting our economy; Keeping you safe and healthy; Ambitious and well managed Council, valuing our people |

1. What is this report about?

- 1.1 This report sets out the Annual Governance Statement for 2024/25. The Annual Governance Statement provides a review of the Council's governance arrangements that were in place for 2024/25 and also puts forward an assurance table and actions to further improve the Council's governance arrangements for 2025/26 for consideration and approval.

2. Recommendation(s) to Cabinet Executive

- 2.1 That the Annual Governance statement in respect of 2024/25 financial year, as attached to this report, be approved.
- 2.2 That delegated authority is given to the Executive Director (S151 Officer) in consultation with the Chief Executive and the Leader of the Council to make amendments to the Annual Governance Statement following feedback from the External Auditors.

3. Reason for Decisions Recommended

- 3.1 It is a requirement of the Account and Audit Regulations 2015 for the local authority to prepare and approve an Annual Governance Statement.

- | | |
|-----|---|
| 3.2 | It may be necessary to make amendments or additions to the Annual Governance Statement following feedback from the External Auditors as they review and audit the Council's Statutory Accounts. |
|-----|---|

4. Matters to consider

4.1 Background

Local government bodies are responsible for ensuring that their business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The development of the Annual Governance Statement helps to ensure proper arrangements are in place to meet that responsibility.

The Accounts and Audit Regulations set out the statutory framework for the financial management of local authorities and incorporate the requirements for compliance with proper accounting practices. Within the context of the statutory framework the production of an "Annual Governance Statement" has been assigned "proper practice" status.

The statement should be consistent with the principles of good governance set out in Delivering Good Governance in Local Government: Framework (Governance Framework) (CIPFA and Solace, 2016). The statement includes the result of a review of the effectiveness of its system of internal control and provides assurance on whether the authority's governance arrangements are fit for purpose.

An addendum to this guidance has been published in May 2025, and is the first update of the guidance since 2016. The addendum replaces the chapter relating to the annual review and reporting of the governance arrangements; the seven principles of good governance remain unchanged.

Whilst the contents of the addendum are for application to the annual governance statements for 2025/26 onwards, its contents have been considered when drafting this year's statement.

The Council undertakes an annual review of its governance arrangement to ensure continuing compliance with best practice as set out in the guidance.

The governance statement itself allows authorities to report publicly on the extent to which they have complied with their own code, on an annual basis, including how they have monitored and evaluated the effectiveness of their governance arrangements in the year and on any planned changes in the coming period. English local authorities are required to publish the statement each year.

In 2017 the Cabinet Executive approved and adopted an updated Local Code of Corporate Governance together with the associated reporting

arrangements in relation to governance to ensure that best practice be adhered to. This is detailed at Appendix B and was updated to comply with the 2016 Edition of the Chartered Institute of Public Finance & Accountancy (CIPFA) and Solace “Delivering Good Governance in Local Government Framework”.

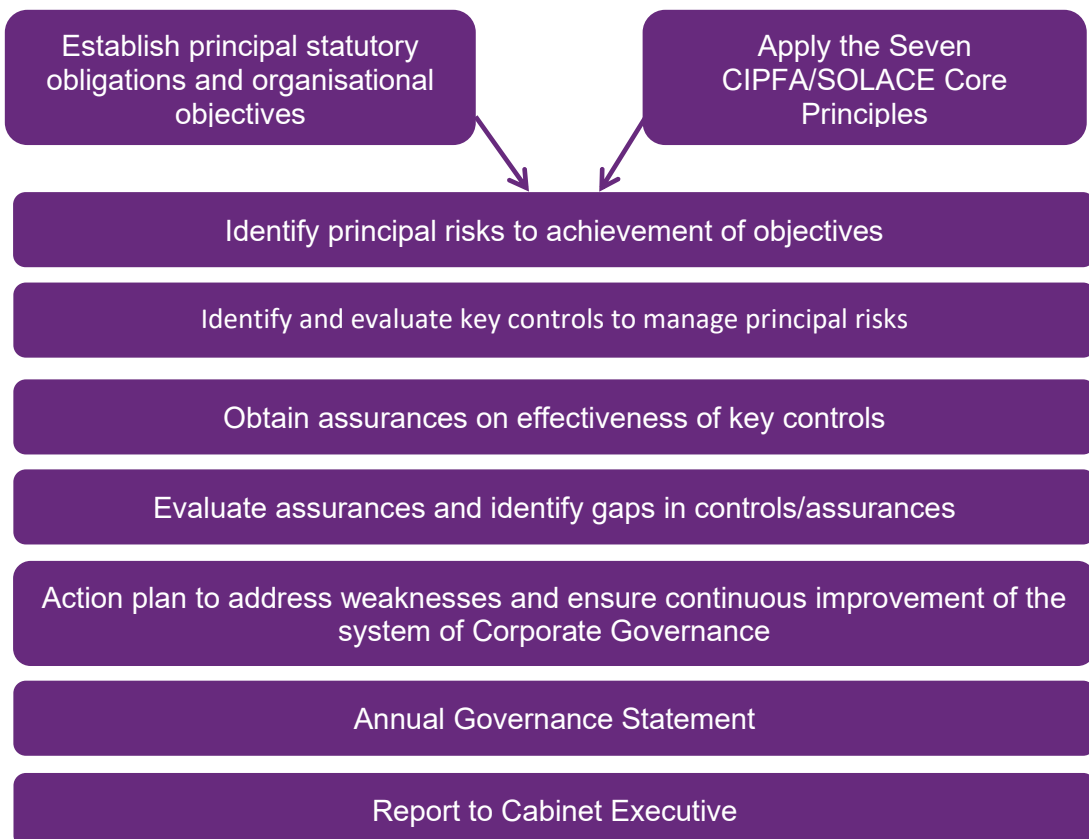
The Local Code of Corporate Governance has been reviewed again this year; it is felt that it is still fit for purpose and needs no further amendment.

4.2 Proposal(s)

A review of the systems of governance in respect of 2024/25 financial year has been carried out and the findings summarised in the review of effectiveness section of the Annual Governance Statement.

The assurance review is attached at Appendix C and identifies examples of assurances in respect of those governance arrangements which are key to mitigate against significant risks to the achievement of the corporate objectives of the Council. Areas where further improvements can be made can be identified from the analysis. The chart overleaf sets out the annual governance review framework adopted by the Council.

Review of Annual Governance Statement and the Assurance Gathering Process



4.3 Relevant Consultations

Members of the Senior Leadership Team and the Senior Internal Auditor have been consulted during the process of carrying out the internal corporate assurance review.

The results from the review, set out in the Annual Governance Statement at Appendix A, has confirmed that the Council's governance arrangements and internal control environment remain sound. There are no governance matters of significant concern which require further immediate action.

External Auditors Review

The external audit of the draft statement of accounts for the year ended 31st March 2025 has not yet been completed by our external auditors Azets UK. There is therefore no opinion available to include within this report.

4.4 Significant Issues

None

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

5. Environmental impact

5.1 No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

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

6.1 There are no financial implications associated with this report.

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

7.1 There are no risks associated with this report. The reporting of the Annual Governance Statement itself assists in reducing risk across the Council.

8. Other options considered

8.1 The option to not produce a separate report on the Annual Governance Statement for the Cabinet Executive was dismissed given it is of utmost importance that the Cabinet Executive are fully informed and assured by the completion of the Corporate Assurance Review and the production of the Governance Statement.

9. Appendix

- 9.1 Appendix A – Annual Governance Statement
- 9.2 Appendix B – Local Code of Corporate Governance
- 9.3 Appendix C – Assurance and Evidence Matrix

10. Background paper(s)

- 10.1
- Delivering Good Governance in Local Government Framework – CIPFA/SOLACE 2016
 - Delivering Good Governance in Local Government Guidance Notes for English Authorities CIPFA/SOLACE 2016
 - Delivering Good Governance in Local Government Framework Addendum – CIPFA/SOLACE May 2025

11. Report author's contact details

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ANNUAL GOVERNANCE STATEMENT – 2024/2025

Scope of Responsibility

Blaby District Council is responsible for ensuring that its business is conducted in accordance with the law and to proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. Blaby District Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, Blaby District Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, including arrangements for the management of risk.

Blaby District Council has approved a Local Code of Corporate Governance, which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. A copy of the authority's code is on our website or can be obtained from the Finance Service at the Council Offices in Narborough. This statement explains how Blaby District Council has complied with the Code and also meets the requirements of the Accounts and Audit Regulations 2015 in relation to the preparation and approval of an Annual Governance Statement.

Significant Events

Normalisation of hybrid working

During the pandemic it was necessary for the Council to ensure governance arrangements were appropriate given the changed manner of working and to continue to respond to the demands of our community. Whilst the impact of the Pandemic has diminished the Council continues to develop and benefit from the changes in working practice that had arisen.

Our methods of working have developed into a hybrid combination of remote and face to face working and governance arrangements continued to be in place with officers and members communicating through virtual means in addition to face to face contact where required.

Future Use of Huncote Leisure Centre Site

In November 2021 during routine work to install landfill gas mitigation equipment contractors found elevated levels of landfill gas onsite. As a result, a decision was taken to close the site as a precautionary measure.

An emergency situation was declared by Blaby District Council and the situation has been ongoing since that date and continued into 2024/25. Gas emission levels have remained at safe levels and some remedial work is in progress to re-open the site to the public as open space.

External Audit Sign off of Statement of Accounts

Over recent years nationally there have been issues around the audit profession not being able to offer prompt auditing of accounts for local authorities. For Blaby, although the Finance Team had published the draft accounts within Government timescales, the external auditor had not completed the audit of those accounts for the historic financial years 2020-21, 2021-22 and 2022-23.

2024-25 saw the introduction of various backstop dates set by Government for the statement of accounts to be signed off by auditors.

For years before 2022-23 the backstop date was 13 December 2024 and for the 2023-24 statement of accounts a date of 28 February 2025 was set.

Members of the Finance Team worked to provide information to the external auditors for the statement of accounts to be signed off within these timescales. In December audits were completed for the historic years and in February the audit for 2023-24 was completed and signed off by the external auditors.

Given the limited timescales given to the external auditors to sign off the accounts, all were disclaimed opinions. Azets, the Council's current external auditors, have informed the Council that they will be unable to provide a 'clean' opinion on the Statement of Accounts going forward without additional work to build back the assurance in the audit opinion. Officers of the Council's finance team continue to work with Azets to ensure the Council is in a position to gain a 'clean' audit opinion in the future.

Local Government Reorganisation and Devolution

Following the publication of the White Paper on Devolution and Local Government Reform in December, the Council has engaged with Local Authorities across Leicestershire and Rutland to meet the government's request to put forward proposals to reorganise into larger unitary councils. Along with the seven District Councils and Rutland County Council, Blaby has put forward 'The North, City, South proposal' which proposed that three unitary councils were formed and this interim proposal was submitted within the March deadline to MHCLG (Ministry Housing, Communities and Local Government). Alternative interim proposals were also submitted in the 'Leicestershire County Council Proposal' and the 'Leicester City Council Proposal'.

'The North, City, South proposal' includes three well-balanced unitary councils which:

- Keeps councils connected and accountable to local communities
- Simplifies services for residents, businesses and partners
- Focusses on protecting and supporting vulnerable people in our communities with a focus on prevention
- Meets the Government's requirements for devolution and supports economic growth
- Will boost efficiency, saving £43 million per year

Feedback, on the proposals submitted for Leicestershire was received from Ministry of Housing Communities and Local Government (MHCLG) on 3rd June 2025. The feedback highlighted areas that needed to be addressed within the final proposal which is currently being developed for submission by the November deadline.

The purpose of the governance framework

The governance framework comprises the systems, processes, culture and values, by which the Council is directed and controlled and its activities through which it accounts to, engages with and leads the community. It enables the Council to monitor the achievements of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.

The systems of internal control are a significant part of that framework and are designed to manage risk to a reasonable level. They cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The systems of internal control are based on an ongoing process designed to identify and prioritise the risks to the achievement of Blaby District Council's policies, aims and objectives; to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The governance framework has been in place at Blaby District Council for the year ended 31 March 2025 and will continue to be in place up to the date of approval of the Statement of Accounts.

The Governance Framework

The Authority's vision is set out in the Blaby District Plan which was developed with officers, Members and stakeholders in the district. The control environment encompasses the strategies, policies, plans, procedures, processes, structures, attitudes, and behaviours required to deliver good governance to all.

Communicating the Authority's Vision

The Blaby District Plan applicable to the 2024/25 year was adopted by Council on the 28th November 2023 and has set our Vision, Values and Priorities for the District spanning 2024-2028. Our vision is for the District to be "a great place to live, work and visit". Sitting below this vision are five strategic themes under which our plans are listed:

- Enabling our communities and supporting our vulnerable residents
- Enhancing and maintaining our natural and built environments
- Growing and supporting our economy
- Keeping you safe and healthy
- Ambitious and well-managed Council, valuing our people

This document serves as our roadmap for continually improving Blaby District and to ensure it is a great place to live, work and visit. Alongside the Plan our Transforming Blaby Together Strategy has been developed encompassing how the authority aligns our objectives for delivering Equality and Diversity; People and Organisational Development; Customer Insight, Experience and Engagement as well as Transformation, Project and Digital agendas. The MTFS continues to be updated alongside the annual budget process to ensure the Plan is affordable and the Council is in a position to respond to funding gaps that may be forthcoming.

Each year an action plan is produced detailing how the Blaby District Plan will be delivered this was approved by Council in March 2025 for the year 2025/26.

To continue to strengthen our governance arrangements the Council has commenced plans to carry out a self-assessment against the Best Value Guidance issued in May 2024. An initial

assessment indicates that we have a number of the assurance activities already in place illustrated in the examples below:

- An annual review of the effectiveness of the council's controls and governance. The Council produce an Annual Governance Statement which performs this function
- Regularly reviewing performance, finance and risk information, and taking actions where needed
- Ensuring that both members and officers have the skills they need for their roles
- Focused and constructive challenge by scrutiny of decisions and policy development (in councils with the mayor or leader/ cabinet model of governance)
- Oversight and challenge of arrangements for risk and audit by the audit committee
- The external auditors issue a Value for Money Opinion as part of their Audit which is one of the ways we might measure and report on Best Value generally and not just in reaction to the 2024 Framework. During this year the outgoing external auditors provided their opinion on the three outstanding audit years (2020/21, 2021/22 and 2022/2023) and this report has been shared with Members of the Audit Committee and Finance Portfolio holder when it was received in October and included in the report to Audit Committee of the 25th November meeting when Ernst & Young gave their opinion on the outstanding years. Azets, our auditors for 2023/24 provided an opinion of VFM when they reported to the Audit Committee in April 2025. All auditors reported that they had not identified any significant concerns or risks regarding the financial sustainability, governance, economy, efficiency and effectiveness of the Council.

Translating the vision into objectives for the authority and its partnerships

The Council's objectives reflect the overall vision and are detailed in a series of critical activities which are regularly planned. Through the enhancement of the staff PDA process with linkages into the vision and the Blaby District Plan we have developed the Performance Framework to record and track both the corporate plan and service plans. This relatively new Performance Framework is now becoming embedded within the organisation.

The following section lists the key elements of the systems and processes that comprise the Council's governance framework with a commentary setting out how the Council's arrangements comply with each of the principles in the CIPFA/SOLACE Framework - Delivering Good Governance in Local Government as follows:

Principle A – Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

The Council has adopted the national Code of Conduct for Members supported by the Grievance and Standards Committee which monitors issues in relation to standards of behaviour. The Code of Conduct for Members was approved by Council in December 2021 and was adopted as of 1 April 2022.

There is a separate officer code of conduct.

The roles and responsibilities of the Cabinet Executive, the Non-executive members, the Scrutiny Commission and the Senior Leadership Team are set out in the Council's Constitution which

provides a comprehensive framework for the management of the authority's business. This is supported by a formal Scheme of Delegation, based on a delegation by exception principle. A Member/Officer protocol ensures effective and appropriate communication between the paid establishment and elected Members. The Cabinet Executive has previously approved a recommendation from the Member Development Steering Group to adopt a comprehensive "Members Roles and Responsibilities" paper which sets out role profiles and the required skills and knowledge for the various roles Members fulfil in discharging their responsibilities.

Council policies are produced in accordance with the principles set out in the Constitution and recommended for approval following review by the Senior Leadership Team. Decision making which falls within the policy and budgetary framework rests with the Cabinet Executive whilst those decisions falling outside the framework are reserved to full Council. The call-in procedure enables the Scrutiny Commission to review decisions made by the Cabinet Executive. Day to day decision making is carried out by appropriate officers in accordance with the Scheme of Delegated Powers (which is based on a delegation by exception principle) and in accordance with the Financial Regulations. These arrangements all contribute to the economic, efficient and effective operation of the Council. The whole suite of standing orders, financial regulations and scheme of delegation are reviewed and updated as required through regular reports to Council.

In January 2025 Council endorsed and supported the Local Government Association (LGA) Debate not Hate campaign by signing the LGA Debate not Hate public statement and each councillor was invited to demonstrate the pledge by signing the statement following the Council Meeting. The Council also launched a the 'Debate Not Hate: Councillor Handbook for personal safety and healthy debate'.

Ensuring effective arrangements are in place for the discharge of the monitoring officer function

The "Monitoring Officer" function was carried out by two individuals throughout the year. Initially the Executive Director of Communities held the position reporting directly to the Chief Executive. The Monitoring Officer responsibilities then passed to the Group Manager of Corporate Services on her appointment in August 24. This position reports directly to the Executive Director of Communities. Regardless of reporting lines, the Monitoring Officer meets directly with the Chief Executive on a monthly basis and has ability to report directly to him/her any concerns he/she may have as Monitoring Officer.

All three statutory officers meet on a regular basis to discuss any governance issues and to ensure any concerns are addressed.

Ensuring effective arrangements are in place for the discharge of the Head of Paid Service function

The "Head of Paid Service" role is undertaken by the Council's Chief Executive. The Executive Director (Section 151 Officer) has responsibility for all HR matters and this position reports to the Chief Executive position. The HR Manager and respective Group Manager also attends the regular statutory officers meeting to highlight any areas of concern.

Undertaking the core functions of an Audit Committee, as identified in CIPFA's Audit Committees – Practical Guidance for Local Authorities

The Council has an established Audit Committee (the Audit and Governance Committee) whose remit and functions are based on the guidance set out in a CIPFA publication which identifies best practice in relation to roles and responsibilities. The Committee meets quarterly and receives regular reports from both the Section 151 Officer, Finance Group Manager and the Audit Manager. Arrangements are in place for the Audit Manager to report independently to the Audit Committee

should he/she feel it appropriate to do so. During this year the Council has continued to enhance the function of Audit Committee in line with the CIPFA guidance. The appointing of an independent member to the Committee in October 2023 has encouraged the challenge and questions raised by Committee members and training has continued to be provided to members. Going forward the Chief Executive will attend Audit Committee meetings on a regular basis.

Ensuring compliance with relevant laws and regulations, internal policies and procedures, and that expenditure is lawful

The Council ensures compliance with established policies, procedures, laws and regulations through various channels. Two statutory officers (the Section 151 Officer and the Monitoring Officer) have responsibility for ensuring that the Council does not act in an ultra vires manner, supported by the Finance Group Manager and the Council Tax, Income and Debt Manager who facilitate the management and mitigation of risk and the Audit Manager who provides assurance on matters of internal financial control. The Human Resources function along with managers, through the use of Performance Development Appraisals, assesses (and provides a means of improving) competencies to ensure that officers are equipped to discharge their duties in accordance with the requirements of the Council.

Whistle-blowing and receiving and investigating complaints from the public

The Council has in place and promotes appropriate whistle blowing policies and procedures which are regularly reviewed and updated where required. A revised Whistle Blowing (Raising Concerns) policy was updated in February 2025. Staff are aware of the Whistle Blowing policy and it has been highlighted in Blaby Matters. There is also a well-established and responsive complaints procedure to deal with both informal and formal complaints from its customers and the residents of the District. Regular information relating to performance in respect of complaints (and compliments) is presented to the Senior Leadership Team.

Principle B. Ensuring openness and comprehensive stakeholder engagement

The Blaby District Plan sets out the Authority's vision, values and priorities, the resources that the Council has to deliver these (within the MTFs) and how we support our officers to deliver the plan within our Transforming Blaby Together Strategy. Objectives are set that link with the priorities and these are monitored through the year by the Senior Leadership Team within the Project Management reporting structure. The authority works closely with other local public bodies, community and voluntary groups via a partnership approach to ensure effective delivery of its services.

The development of the new Blaby District Plan 2024-28 saw extensive engagement with both staff, residents and stakeholder groups to gain valuable input into the themes and objectives identified within the Plan.

We have an active voluntary forum through which the Authority provides support to those in our community whilst engaging with them to understand how we can improve our services. Engagement with our voluntary community and new/temporary volunteers increased during the pandemic and we have taken measures to ensure we retain connection with these groups.

Customer satisfaction with services is monitored through local and service specific surveys, and electronic means to provide feedback on a range of activities and issues.

The Council produces regular e-newsletters for residents and businesses within the District which, in addition to providing information and advice, seeks to receive the views of the residents on a wide range of issues. Targeted service priority consultation exercises are undertaken to inform the future allocation of resources. The Council carries out a bi-annual Residents Survey which

includes consultation on potential Council Tax increases and satisfaction levels for a range of Council services. This was carried out in January 2024 with 1680 responses received which statistically suggests that there is 99% confidence that the results reflect the views of the whole district. Results reported that 71% of respondents felt well informed about the services and benefits delivered by Blaby District Council with general satisfaction rates being 55%.

The Council works closely with its 24 Parish Councils. Officers attend a Parish Liaison Group, which has representatives from all other districts and Leicestershire County Council. We regularly send information through to our parishes in relation to funding opportunities.

The Council has established effective Business Breakfast meetings, engaging particularly with small and medium sized enterprises. Regular meetings are also held with the head teachers of the Academies in the district and engagement with academies and primary schools in the district continued, working with them to explore career opportunities, with a number of events spanning a range of sectors including, construction, tourism, logistics and hospitality.

The Council has a thriving Youth Council which has been active this year, in raising awareness about the feeling safe, hate and vaping; a particular concern that they continue to champion.

The Council held a Youth Conference in February 2025 which was an opportunity for young people to have their say with elected members regarding issues most important to them. The event also provides an insight into what the Youth Council does and the opportunity to take part in a debate as well as attracting new members to join our Youth Council. This year the young attendees took part in activities on subjects of knife crime, first aid and internet safety and they also met the Councillors.

In order to demonstrate its openness the Authority also publishes:

- A Forward Plan 28 days before the Cabinet Executive meets and provides:
 - a) The public with details of all key, non-key and budget and policy framework decisions to be taken by Members over a minimum period of four months ahead
 - b) An aide-memoire for the Council's informal board of senior Members and officers to identify future issues for further discussion
 - c) The Scrutiny Commission with information to consider areas where it may wish to seek involvement in policy development
- Its pay policy
- Gender Pay Gap Report
- Council, Cabinet and Committee Reports
- Payments over £250

To keep the public informed the Authority proactively prepares appropriate press releases. The Council has an award-winning website which is user friendly and well-designed and the frequent use of social media channels of communication have enabled the Council to reach more of our residents effectively. Work has been carried out to update the Council's Communication Strategy which was completed in April 2025 and in an era of rapid technological change and evolving customer expectations, our approach focuses on digital-first innovation while ensuring inclusiveness for all residents. In addition, a Crisis Communications Plan has also been developed with the aim to warn, inform and reassure staff, councillors, the public and other audiences before, during and after a crisis.

Scrutiny of the Council's budget for 2024/25 took place over two meetings in January 2024. These meetings were open to all Members and attendance levels were high. A further meeting was held with Scrutiny and non-Cabinet members to consolidate their understanding and comments regarding the budget process to feed back recommendations to Council. These recommendations were fed into Cabinet formally and recommendations responded to and actions taken where appropriate.

Engagement with Stakeholders in preparation for the Interim Proposal for Local Government Reform was extensive. Whilst it was carried out jointly with the local authorities within the proposal, the Council took an active role in this speaking directly with stakeholders to understand their views on the proposal being put forward.

Contact was made with over 600 stakeholders and local partners from

- Health care organisations
- Sports and leisure providers
- Emergency services
- Education providers
- Business sector - Businesses and organisations representing a range of sectors including: chambers of trade, housing and commercial developers, manufacturing, logistics, tourism, aerospace, research and development, retail, and transport.
- Community, voluntary and charitable organisations A diverse range of individual community and voluntary groups
- Housing associations and tenant groups Representing the wide range of social housing providers operating in the area.
- Regional government bodies
- Politicians and Local Government organisations across Leicestershire and the East Midlands
- Leicester City Council
- Leicestershire County Council
- MPs across Leicestershire and Rutland
- Town and Parish Councils

To develop a robust full proposal for submission in November 2025, further comprehensive engagement will be essential. This process will allow more detailed feedback to be gathered on specific proposals. This stage of engagement will be broader, targeting a wider range of audiences. Channels will be established to reach seldom heard groups and individuals to ensure their views are included in the decision-making process.

Principle C – Defining outcomes in terms of sustainable economic, social and environmental benefits

Incorporating good governance arrangements in respect of partnerships and other group working as identified by the Audit Commission's report on the governance of partnerships, and reflecting these in the authority's overall governance arrangements.

The Council participates in a range of joint working arrangements with other bodies, some of which are more significant than others. For those that deliver services to our customers there are service level agreements or contractual arrangements in place to ensure delivery and protect reputational risk. Should there be corporate risks based on partnership arrangements these will be detailed within the corporate risk register. The Council is particularly mindful of the financial and reputational risks that can arise through entering into joint working and collaborative arrangements, including the potential for a detrimental reputation impact on the Council should the partnership fail. It therefore actively supports and encourages an "open book" approach wherever possible.

Enhancing the accountability for service delivery and effectiveness of other public service providers

From April 24 to March 25 the Blaby Health and Wellbeing Partnership continued to deliver the Community Health and Wellbeing Plan (CHWP). The plan for Blaby District brings together a wide range of partners with the common purpose of improving the health and wellbeing of the local population. Forming partnerships between organisations on a local footprint is key to planning and delivering joined up services to improve the lives of people who live and work in the area.

The final set of priorities and areas of focus are:

- Reducing Obesity Levels in Adults and Children
- Reducing the level and impact of Alcohol Consumption
- Reduce the number of Falls and Hip Fractures
- Improve Cancer Diagnosis Rates
- Improved Mental Health
- Reduce Levels of Smoking and Vaping in Young People & Non Smokers

The Council is a member of the Leicester, Leicestershire and Rutland Chief Housing Officers Group are cognisant of the wider housing impacts and as a partnership are concentrating on:

- Understanding the housing impact of increased levels of household unemployment and financial instability
- Identifying and then meeting (wherever possible) the wider support and complex needs of housing customers
- Effectively supporting staff to maintain positive mental wellbeing and health as well as identifying appropriate training and career opportunities
- Working in partnership with key agencies to improve the housing offer to customers for example health, probation, adult social care

- Working collectively to address increased levels of homelessness and maximising opportunities for funding to deliver appropriate accommodation.
- Supporting initiatives such as the Staying Healthy partnership by enabling safe and healthy homes and preventing homelessness wherever possible
- Developing and managing protocols for various groups such as Care Leavers / Young People and Prison Releases
- Reviewing and responding to new legislation such as the Private Renters Bill and the Supported Housing Act
- To lead Local Government Reorganisation work linked to housing services, linking in with Programme Board arrangements.

One of the positive outcomes from this group has been the success of the bids for the Rough Sleepers Initiative Programme and the Rough Sleepers Accommodation Programme which continue to help improve options for Rough Sleepers and homeless households across the County at a time of increased homelessness presentations.

The Chief Housing Officers Group has continued to work well with partners and in particular in relation to the increase in homelessness presentations which have remained high across the County but also in relation to other key housing areas including, Children and Young People, Care Leavers, Prison Releases, Community Safety, Strategic Housing as well as being reactive to emergency occurrences e.g. accommodating families from the Afghanistan resettlement schemes and the Ukrainian Refugees. Blaby has also led on initiatives such as the bids for the Rough Sleepers Accommodation Programme which have been successful in providing self-contained accommodation for Rough Sleepers or those threatened with Rough Sleeping.

In 2023/24 Blaby took advantage of the LAHF2 to purchase housing to be utilised for temporary accommodation and reduce the need for the authority to house people in bed and breakfast accommodation. In 2024/25 the Council brought into use 15 properties purchased to provide temporary accommodation. These properties have enabled the Council to reduce reliance upon bed and breakfast accommodation which is considered unsuitable for households with children. The social benefits of being in a position to provide self-contained accommodation, particularly to families with children, are considerable for those facing homelessness.

The Council leads on the Lightbulb programme; a nationally recognised transformational project designed to improve and integrate housing related support services across the County. Lightbulb has won 3 major accolades since its inception: -

- Winning the Local Government Chronicle award for best Public/Public Partnership
- Named the best collaborative working initiative by the Association for Public Service Excellence
- Highly commended at the Home Improvement Agency Awards

The service now offers a more streamlined and person-centred service model that brings together multiple partners to address the housing and health needs of residents effectively. This includes the core Lightbulb Service focused on delivery of Disabled Facilities Grants and a range of pilots developed by district councils to provide critical insight and innovation to support communities such as:

- Safe Spaces Project – Supporting residents who are facing issues around hoarding.
- The Home Gadgets project - which sees technology supplied to help individuals with Dementia or long-term health conditions remain as independent as possible.
- Housing and Respiratory Illness Project – Identifying and supporting residents suffering with mould and damp in the home to get timely solutions
- Case worker Pilot - A pilot to support the most vulnerable service users through the DFG process to allow adaptation in the quickest possible timescale.

Looking ahead a full-service review is scheduled for 2025/26 to further enhance the Lightbulb service impact and ensure continued delivery of effective joined up housing solutions to improve residents' health and wellbeing support them to remain in their homes for as long as possible.

The Housing Enablement Team plays a key role within this integrated approach running as a standalone project working closely with services users across Leicester, Leicestershire, and Rutland to support discharge from hospital. The service plays part of a strategic partnership model and is designed as an embedded NHS service supporting patients who have housing issues that are prevent and delaying discharge from hospital.

The Council formally merged the Community Safety Partnership (CSP) of both Blaby and Hinckley and Bosworth in April 2016. Together the CSP's across Leicestershire work with the Police, Fire, Probation Services, County Council and Clinical Commissioning Groups to develop and implement strategies to protect local communities from crime and to help people feel safe. Local approaches to deal with issues including antisocial behaviour, drug or alcohol misuse and re-offending are also developed through the joint working.

The Council has over recent years invested considerably to promote the economic development of the district. This has continued with a new Economic Development Framework being adopted by Cabinet in September 2023 with a vision "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." The Economic Development Framework sets out the aspirations of the Council and provides a framework that brings together all economic development activities that are occurring within the district and considers how they complement each other to maximise the benefits for our residents, businesses and visitors.

The Council leads a Building Control Partnership on behalf of five other local authorities including Harborough, Oadby and Wigston, Hinckley and Bosworth, Melton and Rutland County Council. A governance structure has been set up which includes a Management Board that meets quarterly to review performance of the service, income generation and make decisions on future priorities. Initially the partnership was delivered through a shared service agreement however, in November 2021 a decision was made by Council to operate the Building Control Partnership under delegated authority and this structure has been in place since April 22.

Through a delegation of statutory responsibility, Blaby provides a Local Land Charge service for both Hinckley and Bosworth Borough Council and Oadby and Wigston Borough Council. Through this arrangement Blaby maintains local land charges registers, processes official searches and provides access to the local land charges register for Hinckley & Bosworth Borough and Oadby & Wigston Borough (until July 2025) under the Environmental Information Regulations for personal searches.

This arrangement has provided resilience in service across all authorities with the service being highly commended at the Local Land Charges awards 2019 and shortlisted by Land Data in 2021 and 2022 for Team of the Year.

In April 2023 Blaby District successfully collaborated with neighbouring authority Oadby and Wigston Borough Council to manage and run their sport, physical activity, health and well-being programme and this was extended for a further 12 months in April 2024. Blaby District undertakes work on their behalf to run regular programmes and initiatives. In January 25 OWBC finalised their Community Health and Wellbeing Plan, providing opportunities to now work collaboratively to tackle gaps in provision or work in partnership on the same identified health inequalities.

The Council continues to work closely with the academies in our District and meetings cover a wide breadth of matters including: creating workplace opportunities in Blaby District and gaining benefit from developments under construction in our district; workplace health initiatives and creating linkages in our community to promote community safety. This meeting has also facilitated closer relationships being developed with the academies and both the police, local community groups and officers from children's support services at Leicestershire County Council.

The Council via the Chief Executive Chairs the Counties Early Help Partnership to ensure a systems based approach to children and families across the relevant partners who touch the lives of children and their families.

In addition, via the Chief Executive we engage in the Public Sectors Leaders forum which includes leaders from across the public sector such as Police, Fire, Health and Local Government including representatives from MHCLG and DWP, to ensure strategic matters across the public sector and discussed and addressed as appropriate.

Principle D – Determining the interventions necessary to optimise the achievement of the intended outcome

The Blaby District Plan sets out the Authority's vision, values and priorities, the resources that the Council has to deliver these (within the MTFS) and how we support our officers to deliver the plan within our Transforming Blaby Together Strategy.

The Council's service and financial planning process ensures that resource redirection and allocation is aligned to the priorities emanating from the Blaby District Plan. The Council has in place Contract Standing Orders and Financial Regulations designed to ensure that the Council achieves value for money in discharging its procurement requirements.

The system of internal financial control is based on a framework of regular management information sharing, financial regulations, administrative procedures, management supervision and a system of delegation and accountability.

Development and maintenance of the system is undertaken by the Senior Leadership Team within the Council and its effectiveness is reviewed by either external or internal audit. In particular, the arrangements include:

- The Medium-Term Financial Strategy is now part of the Blaby District Plan. It includes a Financial Summary spanning future years which is revised annually.
- A 5 Year Capital Programme including asset investment.
- An effective system of budgetary control.
- The preparation and review of regular and timely financial reports which indicate financial performance against the forecasts.
- Clearly defined capital appraisal, funding and expenditure controls.
- Formal project management disciplines where appropriate

- Performance management reports

The Councils “project board” approach is now established implementing change and transformation. A focus has been placed on project management and the regular monitoring of project delivery with the SLT meeting monthly to review progress. The Council making permanent the Transformation Group Manager position recognised the importance of investing in additional resource to enhance this focus. Ultimately this is led by the Chief Executive and will continue to ensure focus is placed on continuing improvement and learning. Members are fully engaged in this process with a Cabinet Executive portfolio holder having specific responsibility for driving and monitoring the change process. The Scrutiny Commission, through its working groups, are actively involved in examining the detail of processes and change reviews.

In 2023/24 Blaby District Council considered its position within the Shared ICT Service provided by Hinckley and Bosworth Borough Council with Melton Borough Council also being within the Partnership. Recognising the importance of utilising digital capability the Council made the decision in February 2024 to give notice to the Partnership and transition to an in-house solution by 31st March 2025. This transition away from the Partnership has progressed during this year and we expect the transition to have been delivered by the 30th June 2025.

An in-house service will provide BDC a complete level of assurance, influence and decision making to meet its digital aspirations for ongoing transformation of services, and accelerate BDC towards achieving the ambitions of the both the Blaby District Plan adopted in 2023 and the Transforming Blaby Together Strategy

Principle E – Developing the entity’s capacity including the capability of its leadership and the individuals within it.

Identifying the development needs of members and senior officers in relation to their strategic roles, supported by appropriate training

The district election held in May 2023 saw significant numbers of new members elected. Since then a comprehensive induction programme which included 25 training sessions being delivered to new members. This programme included sessions on a variety of subjects including ICT, Democratic Process, Code of Conduct, Planning Essentials, Local Plan, Enforcement, Scrutiny introduction and questioning skills. This programme has continued to be built upon with various training sessions delivered to both new and more experienced members to ensure they are fully equipped to fulfil their roles. Where By Elections have taken place, training and development has been replicated on a one to one basis with the new Councillors. We have continued to hold 6 and 12 monthly evaluations with new Councillors in order to identify additional needs or gaps.

The Council fully supports the requirements to ensure that both Members and senior officers have the necessary skill sets to fulfil their strategic role in the organisation. The Council continues to invest in development for officers and managers. All people managers continue to be supported to understand staff wellbeing and manager participation in HR workshops delivered both virtually and face to face. During the year training on project management and procurement have been delivered along with the introduction of a new online training system; Skillgate. Mandatory modules have been released using this online system including topics such as sexual harassment awareness, work health and safety, introduction to data protection and safeguarding. We’ve also supported staff with talks on the Pensions scheme and Planning for retirement.

The Council has accessed LGA, Solace, CIPFA and DCN development programmes that a small number of staff have benefitted from. During the year 10 members of staff were involved in apprenticeships; 2 commenced, 1 completed their apprenticeship, 5 are ongoing and unfortunately 2 resigned partway through their apprenticeships.

We have continued to collaborate with local Councils on an ILM Manager Development programme, with 9 managers in the process of completing a management qualification at different levels, resulting in positive feedback and cross Council networking opportunities.

In past years the Council has supported a group of officers to attend the East Midlands Challenge Event giving them an insight into issues faced when in strategic roles. This year no event was held but it is an opportunity the Council will continue to support in future years.

The Council continues to adhere to the principles of the East Midlands Councils Elected Member Development Charter. The Charter provides a set of national standards for authorities to achieve, ensuring elected Members are equipped to have the knowledge and skills to be effective community leaders.

Principle F – Managing risks and performance through robust internal control and strong public management

The Council invested in putting in place a new clear and coherent framework for managing and monitoring performance. Extensive work was undertaken in 2022/23 to develop a much improved performance system utilising a system known internally as I-Plan. I-Plan is now being used by the authority to report both performance, risk and projects. This has become embedded across the authority since implementation and has seen access for both officers and members to access performance data.

A Six Monthly Performance Report is presented to Council which provides a summary of progress and performance against the priorities within the Blaby District Plan. This report encompasses a whole Council approach focused on the three priorities; A Place to Live, A Place to Work, A Place to Visit, and it is recognised that all services contribute to the successful delivery of the Council's Plan.

This report is also presented at Scrutiny Commission meetings. The responsibility for Performance Management sits with the Portfolio Holder for Finance, Assets and Performance. All Cabinet members provide challenge through our reporting channels.

The Council has in place a Risk Management Policy and Strategy to ensure that the management of risk, is embedded within the organisation at both the strategic and operational level with both Members and senior officers having specific roles and responsibilities identified. A Corporate Risk Management Group, headed by the Chief Executive who is supported by the Finance Group Manager who has specific responsibility to co-ordinate the management of risk across the Council. Both Members and officers are trained so that they are equipped to manage risk in a way appropriate to their duties. Risk assessments are a pre-requisite for all capital project appraisals and form an integral element of Project Plans. The Council utilises a software package Iplan to assist with the management and monitoring of both corporate and service risks. Members of the Audit and Governance Committee received regular corporate risk monitoring reports.

Principle G – Implementing good practices in transparency, reporting and audit to deliver effective accountability

Ensuring the Authority's Financial Management Arrangements Conform with the Governance Requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government

The CIPFA Statement was originally published in March 2009 in respect of the Role of the Chief Financial Officer in public services as a whole and was considered by the Council's Cabinet Executive in July of that year. The following year a further version was produced which was specifically directed towards Chief Financial Officers serving in local government. The five

underlying principles however remained the same. The Council's financial management arrangements conform with the governance requirements as set out in the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2016).

During this year, the Executive Director (S151 Officer) held the position of S151 Officer.

Ensuring the authority's assurance arrangements addresses the governance requirements of the CIPFA Statement on the Role of the Head of Internal Audit (2019)

The Council's internal reporting arrangements are designed to ensure the independence of the internal audit function. Appropriate resources are made available to provide an independent, objective assurance and consulting activity designed to add value and improve the Council's operations. It brings a systemic disciplined approach to evaluating and improving the effectiveness of risk management, control and governance processes. The Audit Manager reports directly to the Council's Audit and Governance Committee on all matters appertaining to audit outcomes.

Review of Effectiveness

Blaby District Council undertakes, on an annual basis, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by a) the work of the senior managers within the Council who have responsibility for the development and maintenance of the governance environment, b) the Audit Manager's annual report and c) by comments made by the external auditors and other review agencies and inspectorates.

Part of this process is to carry out an assurance review which identifies examples of assurances in respect of those governance arrangements which are key to mitigate against significant risks to the achievement of the corporate objectives of the Council.

Whilst a number of actions were identified through this process they don't relate specifically to governance matters, but illustrate the Council's commitment to continuous improvement. The actions are listed in the table below for completeness. The comprehensive detail of the assurance review completed will be presented as an appendix to the Annual Governance Report which will be considered by Cabinet Executive in June 2025.

Core Principal 1: A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

Supporting Principle 1 : Behaving with Integrity

Action – To continue to reinforce the values detailed within the new Blaby District Plan: honesty, openness and treating people fairly.

Action – Training of staff when responding to complaints with a balanced view.

Supporting Principle 2 : Demonstrating strong commitment to ethical values

Action – Culture audit to be carried out by internal audit.

Core Principal B: Ensuring openness and comprehensive stakeholder engagement

Supporting Principle 2 : Engaging comprehensively with institutional Stakeholders

Action – Longer-term review of both the Lightbulb Service and Housing Enablement Team (HET). Both services with partners require new arrangements from April 2026.

Supporting Principle 3 : Engaging stakeholders effectively, including individual citizens and service users

Action – Build on the development of the Communications Strategy and ensure engagement with all stakeholders regarding the proposals for LGR.

Action – ensure that the LGR engagement reaches young people and seldom heard groups and individuals to ensure their views are included in the decision-making process.

Core Principal C: Defining outcomes in terms of sustainable economic, social, and environmental benefits

Supporting Principle 1 : Defining outcomes

Action – Continue to deliver actions to deliver the Blaby Plan taking into consideration the LGR Proposal.

Action – Continue to embed the new business planning, data intelligence and risk management process utilising the I-Plan system.

Supporting Principle 2 : Sustainable economic, social and environmental benefits

Action – Continue to brief all members, regarding Council finance incorporating Fair Funding, Business Rates and financial implications of government driven waste initiatives.

Core Principal D: Determining the interventions necessary to optimise the achievement of the intended outcomes

Supporting Principle 2 : Planning interventions

Action – Develop and provide extra value from the new business planning, data intelligence and risk management process utilising the I-Plan system and external data to inform KPI's and improvements to services.

Supporting Principle 3 : Optimising achievement of intended outcomes

Action – Continue to increase the financial awareness of budget managers to monitor and ensure that budget is tailored and trimmed with services delivered efficiently and effectively.

Core Principal E: Developing the entity's capacity, including the capability of its leadership and the individuals within it

Supporting Principle 1 : Developing the entity's capacity

Action - Use benchmarking information to enhance the performance framework and support decision making.

Action – Build on work already carried out on policy updates and development and retention/recruitment initiatives, including East Mids pilot scheme being carried out by EMC.

Supporting Principle 2 : Developing the capability of the entity's leadership and other individuals

Action - Continue to progress the programme of training for people managers across the authority with the employment of Learning & Organisational Development resource to develop a programme of development across the organisation.

Action – Undertake staff survey and monitor sickness levels

Core Principal F : Managing risks and performance through robust internal control and strong public financial management

Supporting Principle 1 : Managing risk

Action – Build on progress made to utilise the new I-Plan system to record risks and ensure lower level risks are managed across the organisation.

Supporting Principle 2 : Managing Performance

Action – Develop and provide extra value from the new business planning, data intelligence and risk management process utilising the I-Plan system and external data to inform KPI's and improvements to services.

Action – Need to ensure track outcomes on project delivery.

Supporting Principle 3 : Robust internal control

Action – Carry out a self- assessment against the Best Value Framework.

Action – Build on the progress made to work towards compliance of the Council's Audit & Governance Committee with the CIPFA Practical Guidance for Local Authorities and Police (CIPFA, 2022).

Supporting Principle 4 : Managing Data

Action - Improve the use and reference to data during the decision making process.

Supporting Principle 5 : Strong public financial management

Action – Build upon the training that has been provided for budget managers to ensure they understand their responsibilities to manage their budget and can re-forecast accurately during the year.

All actions from the previous year were completed or progressed and a number of them will continue to be built on and developed in 2025/26.

There was however, one action relating to the Bi-Annual satisfaction survey that will no longer be undertaken in 2026. Given the timelines for the Local Government Reform the residents survey will not go ahead. An action has however been added to ensure that the LGR engagement reaches young people and seldom heard groups and individuals to ensure their views are included in the decision-making process.

Actions identified during the annual governance review are monitored through a combination of actions appearing on the Corporate Action Plan (the annual action plan formed from the Blaby Plan) or monitored by the Statutory Officers as part of their regular meetings.

Review of Compliance with Financial Management Code 2022/23

The Council carried out a review of compliance with the FM Code in advance of 2022/23. It was considered by the Audit and Standards Committee in July 2021 and the action plan arising from the review approved by Cabinet Executive in September. The document was made available to the public. Whilst the Authority was found to be compliant with many aspects of the FM Code, there were a number of areas that were partially compliant. An action plan was developed and all areas addressed to ensure compliance.

Role of the Council

The extent of the role of full Council in reviewing and monitoring effectiveness of internal control is set out in Article 4 of the Council's constitution. Article 4 provides that the Council is responsible for setting the policy and budgetary framework.

It is the responsibility of the statutory officers to report to Council on any issues concerning the review of the effectiveness of internal control arrangements where such cases fall outside the delegated power of other decision making bodies of the Council. There have been no issues arising during 2024/25 which have required the full Council to exercise its role.

The Constitution of the Council is subject to a continuous review process and a delegation by exception scheme forms an integral part of the arrangements. The Constitution underwent a revision in 2016/17 and the new version, which was actively reviewed by Members, was approved by Council on 24 May 2016. Since that time, amendments to the Constitution are brought before Council throughout the year as part of the continuous review process and annually to ensure it is fit for purpose.

The Council formally reviews its Financial Regulations on a regular basis albeit ongoing updates are implemented as part of the regular reviews of the Constitution.

Role of Cabinet Executive

The role of the Cabinet Executive is to receive, consider and approve the Annual Governance Statement and to monitor the implementation of any Action Plans arising out of the review of its governance arrangements.

Role of Audit Committee

A formal Audit Committee, constituted on the basis of the guidance issued by the Chartered Institute of Public Finance, including the adoption of a "Statement of Purpose", was established in 2008.

The Audit Committee (The Audit and Corporate Governance Committee) meets on a quarterly basis. It has responsibility for considering the findings of the annual review of the effectiveness of the internal audit function in addition to receiving regular monitoring reports from the Audit Manager. The annual external audit plan is also approved by the Audit Committee.

Role of Scrutiny Committee

The Council has a well-established Scrutiny Commission supported by working panels who are assigned specific projects to be undertaken. The Commission can "call in" a decision which has been made by the Cabinet Executive but not yet implemented, to enable them to consider whether the decision is appropriate.

Risk Management

The Corporate Risk Group regularly reviews the Risk Management Strategy to ensure its continued relevance to the Council. The reviews also assess performance against the aims and objectives of the Risk Management Strategy.

The Financial Services Group Manager provides regular progress reports to the Corporate Risk Group and the Senior Leadership Team bringing to their attention any significant risks which have been identified. The Corporate Risk Group/Senior Leadership Team also:

- Reviews the Council's strategic/operational risk registers and associated action plans
- Ensures that the appropriate management action is taken to minimise/eliminate risk

The Audit and Corporate Governance Committee review the Strategic Risk Register and mitigating actions regularly. They also have responsibility for reviewing and recommending the Risk Management Strategy at regular intervals.

Role of Internal Audit

Internal Audit is provided in accordance with the statutory responsibility under Section 151 of the Local Government Act 1972, the Accounts and Audit Regulations and the Public Sector Internal Audit Standards. It is managed on a day-to-day basis by the Shared Audit Manager who reported to the Executive Director of Communities during the year. There is however also an indirect reporting line to the Executive Director (Section 151 Officer) in relation to matters of a technical or professional nature.

Internal Audit objectively examines, evaluates and reports on the adequacy of internal controls and governance as a contribution to the proper, economic and effective use of resources. During 2024/25 this responsibility was carried out following an approved risk based annual audit plan. The Audit Manager produces quarterly progress monitoring reports against the plan to the Audit and Corporate Governance Committee.

The internal reporting process for audit work requires a report of each audit to be submitted to the relevant Group/Corporate Manager and/or Service Manager. The report includes an action plan that details areas where control weaknesses have been identified. The action plan requires a response from the relevant manager detailing the way in which the control issue will be addressed, or alternatively, the way in which the risk associated with the control issue will be managed. The process also includes regular reviews of agreed actions to ensure that they are acted upon. A summary of all audits carried out, including a grading rating which reflects the effectiveness of the controls in place and an analysis of the recommendations is submitted to each quarterly Audit and Corporate Governance Committee meeting. The Senior Leadership Team regularly review the progress made towards the recommendations from internal audits being actioned.

The Public Sector Internal Audit Standards (PSIAS), introduced on 1 April 2013, and revised in April 2016 and again in 2017, require an external assessment of compliance with the Standards to be carried out at least once every five years.

The assessment was carried out in November 2020 and found that the internal audit function at Blaby District Council conforms with the PSIAS and there were no areas of non-compliance identified. The final report was presented to the Audit and Standards Committee on 1 February 2021 along with an action plan containing minor action points which the Shared Audit Manager has implemented to improve overall compliance with the Standards.

The Shared Service Audit Manager provides an independent opinion on the internal control environment to the Audit and Corporate Governance Committee which then feeds into the Annual

Governance Statement process. For the 12 months ended 31 March 2025, based upon the work undertaken by Internal Audit during the year and additional information provided by relevant managers on their responses to audit recommendations, the Shared Audit Manager has formed the opinion that she is able to give **reasonable assurance** on the Council's overall internal control arrangements. To be consistent with our Internal Audit opinion definitions, this means that there is a generally sound system of governance, risk management and control in place. Some issues, non-compliance or scope for improvement were identified which may put at risk the achievement of objectives in the areas audited. This is a positive assurance opinion overall which will be detailed in the report of the Shared Manager's 'Internal Audit Annual Report 2024/2025' which will be presented to the Audit and Governance Committee on 28th July 2025.

All but three internal audit reports issued during 2024/25 were issued with either substantial or reasonable assurance opinions. The reports that were issued with limited assurance opinions and recommendations made within the audits have already been actioned or plans have been put in place to ensure they are addressed.

It should be noted that no assurance has been obtained in relation to the management of risks and controls within the ICT service area other than evidence of a Public Sector Network Certificate. The ICT Service is currently provided through a shared partnership.

Recognising the importance of utilising digital capability, the Council made the decision in February 2024 to give notice to the Partnership and transition to an in-house solution by 31st March 2025. Whilst this transition has been delayed until 1st July 2025, it is still the intention of the Council to bring the service in-house.

An in-house service will provide BDC a complete level of assurance, influence and decision making to meet its digital aspirations for ongoing transformation of services and accelerate BDC towards achieving the ambitions of the Blaby District Plan adopted in 2023.

Other Explicit Review/Assurance Mechanisms

The Corporate Services Group Manager, and the Executive Director of Communities (who both carried out the role of the "Monitoring Officer" during this year) has a duty to monitor and review the operation of the Constitution to ensure its aims and principles are given full effect. The Constitution underwent a revision in 2016/17 and the new version, which was actively reviewed by Members, was approved by Council on 24 May 2016.

Statements of Assurance are received from senior officers regarding internal control issues in line with the guidance set out in "Delivering Good Governance in Local Government".

In November 2021 the Council invited the LGA to carry out a Finance Health Check which gave a view of the robustness of the Council's financial arrangements. The report, received in December 2021, concluded that the Council is well managed financially and has consistently spent within its budget. The report went on to provide a number of recommendations all of which were either completed or have been incorporated into our financial considerations on an ongoing basis.

The Council has continued the engagement with the LGA Peer Review process; the first review being in 2015 and followed by a further review in 2018.

A more recent Peer Review (now referred to as a Corporate Peer Challenge) was performed in March 2022 and was again very positive with the report summarising that "Blaby District Council (BDC) is a well-run local authority; it has a sound financial position, strong leadership, particularly through its Leader and Chief Executive, and committed staff. There is real ownership by members

and officers, and everyone wants to do their best for Blaby as a council, place and for its communities.”

The final report was reported to Council in July 2022 alongside an action plan that has been put in place to address recommendations made for improvement. The LGA Peer Challenge team returned to the Council in December 2022 to review the Council’s progress reporting that “Blaby DC is clearly committed to addressing all the CPC’s recommendations and has made excellent progress in doing so. This is all the more impressive, given that the council, like others, is responding to the ongoing challenging, economic environment.”

In October 2024 the LGA carried out an Annual Assurance Conversation, with no concerns raised but some opportunities were identified to gain support from the Planning Advisory Service in relation to the Local Plan and review/training for the Planning Committee, along with support and training from the Centre for Governance and Scrutiny and further training/mentoring for Members.

Recently the Council was notified by the Planning Inspectorate that the Council’s Planning Service nearly entered Special Measures, narrowly avoiding failing to meet the ‘quality of decisions for the ‘major developments’ indicator. The most recent measures are reported for the time period April 2022 through to March 2024. The Council has continued to engage with the Planning Advisory Service to aid the Planning Committee with an improved understanding of their responsibilities in relation to future decision making.

Statement of Leader and Chief Executive

We have been advised on the implications of the result of the review of the effectiveness of the governance framework carried out by members of the Senior Leadership Team and that the arrangements continue to be regarded as fit for purpose in accordance with the governance framework.

Significant governance issues

Whilst there are no significant governance issues to report, nevertheless the Council continues to seek to enhance and strengthen our governance arrangements where improvements can be identified. We will monitor progress made as part of our next annual review.

Signed _____
Leader of the Council
June 2025

Signed _____
Chief Executive
June 2025

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Local Code of Corporate Governance

Introduction

Each local authority operates through a governance framework. It is an interrelated system that brings together an underlying set of legislative requirements, governance principles and management processes. Traditionally, local government has conformed in whole or in part and in many different ways to the principles of good governance and has had a sound base on which to build. There has been a strong regulatory framework in existence and robust arrangements for monitoring review.

Fundamental Principles of Corporate Governance

The report of the Committee on the Financial Aspects of Corporate Governance (the Cadbury Report) identified three fundamental principles of corporate governance as:

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|-----------------------|---|
| Openness | An open approach is required to ensure all interested parties are confident in the organisation itself. Being open in the disclosure of information leads to effective and timely action and lends itself to necessary scrutiny. |
| Integrity | This is described as both straightforward dealing and completeness. It should be reflected in the honesty of an organisation's annual report and its portrayal of a balanced view. The integrity of reports depends on the integrity of those who prepare and present them which, in turn, is a reflection of the professional standards within the organisation. |
| Accountability | This is the process whereby individuals are responsible for their actions. It is achieved by all parties having a clear understanding of those responsibilities and having clearly defined roles through a robust structure. |

The Cadbury Report defined these three principles in the context of the private sector, and, more specifically, of public companies, but they are as relevant to public service bodies as they are to private sector entities.

Principles of Conduct in Public Life

Aspects of corporate governance in the public services have been addressed by the Committee on Standards in Public Life (the Nolan Committee) which was established in 1994 to examine concerns about standards of conduct by holders of public office. Standards of conduct are regarded as one of the key dimensions of good governance. The first report, published in May 1995, identified and defined seven general principles of conduct which should underpin public life, and recommend that all public service bodies draw up codes of conduct incorporating these principles. These principles in public life are:

| | |
|-----------------------|---|
| Selflessness | Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends. |
| Integrity | Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties. |
| Objectivity | In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit. |
| Accountability | Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office. |
| Openness | Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and actions and restrict information only when the wider public interest clearly demands. |
| Honesty | Holders of public office have duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest. |
| Leadership | Holders of public office should promote and support these principles by leadership and example. |

The Relevant Authorities (General Principles) Order 2001 outlined three additional principles to those identified by the Nolan Committee. These three are defined below. As part of the new ethical framework, the Local Government Act 2000 (England and Wales) provided for the development of a model code of conduct covering the behaviour of elected members and gave the Secretary of State and the National Assembly for Wales power to develop a set of general principles of conduct.

| | |
|-------------------------------|--|
| Respect for Others | Members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees. |
| Duty to uphold the law | Members should uphold the law, and on all occasions, act in accordance with the trust that the public is entitled to place in them. |
| Stewardship | Members should do whatever they are able to do to ensure that their authorities use their resources prudently and in accordance with the law. |

These ten principles are incorporated into the Council's Constitution.

Good Governance Standards for Local Government

Delivering Good Governance in Local Government Framework 2016 published by the Chartered Institute of Public Finance & Accountancy (CIPFA) in association with Solace defines the principles that should underpin the governance of each local government organisation.

The concept underpinning the Framework is that it is helping local government in taking responsibility for developing and shaping an informed approach to governance, aimed at achieving the highest standards in a measured and proportionate way. The Framework is intended to assist authorities individually in reviewing and accounting for their own unique approach with the overall aim to ensure that:

- Resources are directed in accordance with agreed policy and according to priorities
- There is sound and inclusive decision making
- There is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities.

The Governing Body

The governing body of an organisation has overall responsibility for directing and controlling that organisation. In local government the governing body is the full Council. For England and Wales, the Local Government Act 2000 introduced new governing structures for all local councils, clarifying responsibility for making decisions and establishing a scrutiny role. Councils such as Blaby, with populations above 85,000 are required to have 'executive arrangements' whereby the executive comprises elected members.

Executive arrangements must include one or more overview and scrutiny committees through which non-executive councillors can question and challenge the policy and performance of the executive and promote public debate. The Local Government and Public Involvement in Health Act 2007 enables them to challenge the policies and practices of certain bodies. Councils also have the power to promote the economic, social and environmental well-being of their areas and to work with other bodies to develop community strategies.

Elected members are collectively responsible for the governance of the Council. The full Council's responsibilities include:

- Agreeing the Council's constitution comprising the key governance documents including the executive arrangements and making major changes to reflect best practice
- Agreeing the policy framework as defined in Article A or the Constitution
- Agreeing the budget

The Cabinet Executive is responsible for :

- All functions and powers other than those reserved to full Council or other bodies and as stated in part 3 of the Council's constitution
- Proposing the budget
- Implementing the policy framework and key strategies
- Its delegation scheme

The Chief Executive advises Councillors on policy and necessary procedures to drive the aims and objectives of the authority. The Chief Executive leads a Senior Leadership Team which is responsible for advising the executive and scrutiny committees on legislative, financial and other policy considerations to achieve the aims and objectives of the authority and is responsible for implementing Council decisions and for service performance.

The Local Code of Corporate Governance

Set out in this document is the Council's proposed updated Local Code of Corporate Governance which is based on the seven core principles adopted for local government from the report of the Independent Commission on Good Governance in Public Services. The seven principles being:-

Principle A - Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

Principle B – Ensuring openness and comprehensive stakeholder engagement.

Principle C – Defining outcomes in terms of sustainable economic, social, and environmental benefits.

Principle D – Determining the interventions necessary to optimise the achievement of the intended outcomes.

Principle E – Developing the entity's capacity, including the capability of its leadership and the individuals within it.

Principle F – Managing risks and performance through robust internal control and strong public financial management.

Principle G - Implementing good practices in transparency, reporting, and audit to deliver effective accountability.

Principle A - Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

The Council is committed to:

Behaving with Integrity

- Ensuring members and officers behave with integrity and lead as a culture where acting in the public interest is visibly and consistently demonstrated thereby protecting the reputation of the organisation.
- Ensuring members take the lead in establishing specific standard operating principles or values for the organisation and its staff and that they are communicated and understood. These should build on the Seven Principles of Public Life (The Nolan Principles).
- Leading by example and using these standard operating principles or values as a framework for decision making and other actions.
- Demonstrating, communicating and embedding the standard operating principles or values through appropriate policies and processes which are reviewed on a regular basis to ensure they are operating effectively.

Demonstrating strong commitment and ethical values

- Seeking to establish, monitor and maintain the organisation's ethical standards and performance
- Underpinning personal behaviour with ethical values and ensuring they permeate all aspects of the organisation's culture and operation
- Developing and maintaining robust policies and procedures which place emphasis on agreed ethical values
- Ensuring that external providers of services on behalf of the organisation are required to act with integrity and in compliance with high ethical standards expected by the organisation

Respecting the rule of law

- Ensuring members and staff demonstrate a strong commitment to the rule of the law as well as adhering to relevant laws and regulations
- Creating the conditions to ensure that the statutory officers, other key post holders and members are able to fulfil their responsibilities in accordance with legislative and regulatory requirements
- Striving to optimise the use of the full powers available for the benefit of citizens, communities and other stakeholders
- Dealing with breaches of legal and regulatory provisions effectively
- Ensuring corruption and misuse of power are dealt with effectively

Principle B – Ensuring openness and comprehensive stakeholder engagement

The Council is committed to:

Openness

- Ensuring an open culture through demonstrating, documenting and communicating the organisation's commitment to openness
- Making decisions that are open about actions, plans, resource use, forecasts, outputs and outcomes. The presumption is for openness. If that is not the case, a justification for the reasoning for keeping a decision confidential should be provided
- Providing clear reasoning and evidence for decisions in both public records and explanations to stakeholders and being explicit about the criteria, rationale and considerations used. In due course, ensuring that the impact and consequences of those decisions are clear
- Using formal and informal consultation and engagement to determine the most appropriate and effective interventions/ courses of action

Engaging comprehensively with institutional stakeholders

- Effectively engaging with institutional stakeholders to ensure that the purpose, objectives and intended outcomes for each stakeholder relationship are clear so that outcomes are achieved successfully and sustainably
- Developing formal and informal partnerships to allow for resources to be used more efficiently and outcomes achieved more effectively
- Ensuring that partnerships are based on: trust, a shared commitment to change, a culture that promotes and accepts challenge among partners and that the added value of partnership working is explicit

Engaging stakeholders effectively, including individual citizens and service users

- Establishing a clear policy on the type of issues that the organisation will meaningfully consult with or involve individual citizens, service users and other stakeholders to ensure that service (or other) provision is contributing towards the achievement of intended outcomes.
- Ensuring that communication methods are effective and that members and officers are clear about their roles with regard to community engagement
- Encouraging, collecting and evaluating the views and experiences of communities, citizens, service users and organisations of different backgrounds including reference to future needs
- Implementing effective feedback mechanisms in order to demonstrate how their views have been taken into account
- Balancing feedback from more active stakeholder groups with other stakeholder groups to ensure inclusivity
- Taking account of the interests of future generations of tax payers and service users

Principle C – Defining outcomes in terms of sustainable economic, social, and environmental benefits

The Council is committed to:

Defining outcomes

- Having a clear vision which is an agreed formal statement of the organisation's purpose and intended outcomes containing appropriate performance indicators, which provides the basis for the organisation's overall strategy, planning and other decisions
- Specifying the intended impact on, or changes for, stakeholders including citizens and service users. It could be immediately or over the course of a year or longer
- Delivering defined outcomes on a sustainable basis within the resources that will be available
- Identifying and managing risks to the achievement of outcomes
- Managing service users expectations effectively with regard to determining priorities and making the best use of the resources available

Sustainable economic, social and environmental benefits

- Considering and balancing the combined economic, social and environmental impact of policies, plans and decisions when taking decisions about service provision
- Taking a longer-term view with regard to decision making, taking account of risk and acting transparently where there are potential conflicts between the organisation's intended outcomes and short-term factors such as the political cycle or financial constraints
- Determining the wider public interest associated with balancing conflicting interests between achieving the various economic, social and environmental benefits, through consultation where possible, in order to ensure appropriate trade-offs
- Ensuring fair access to services

Principle D – Determining the interventions necessary to optimise the achievement of the intended outcomes

The Council is committed to:

Determining interventions

- Ensuring decision makers receive objective and rigorous analysis of a variety of options indicating how intended outcomes would be achieved and including the risks associated with those options. Therefore ensuring best value is achieved however services are provided
- Considering feedback from citizens and service users when making decisions about service improvements or where services are no longer required in order to prioritise competing demands within limited resources available including people, skills, land and assets and bearing in mind future impacts

Planning interventions

- Establishing and implementing robust planning and control cycles that cover strategic and operational plans, priorities and targets
- Engaging with internal and external stakeholders in determining how services and other courses of action should be planned and delivered
- Considering and monitoring risks facing each partner when working collaboratively including shared risks
- Ensuring arrangements are flexible and agile so that the mechanisms for delivering outputs can be adapted to changing circumstances
- Establishing appropriate key performance indicators (KPIs) as part of the planning process in order to identify how the performance of services and projects is to be measured
- Ensuring capacity exists to generate the information required to review service quality regularly
- Preparing budgets in accordance with organisational objectives, strategies and the medium term financial plan Informing medium and long term resource planning by drawing up realistic estimates of revenue and capital expenditure aimed at developing a sustainable funding strategy

Optimising achievement of intended outcomes

- Ensuring the medium term financial strategy integrates and balances service priorities, affordability and other resource constraints
- Ensuring the budgeting process is all-inclusive, taking into account the full cost of operations over the medium and longer term
- Ensuring the medium term financial strategy sets the context for ongoing decisions on significant delivery issues or responses to changes in the external environment that may arise during the budgetary period in order for outcomes to be achieved while optimising resource usage
- Ensuring the achievement of 'social value' through service planning and commissioning.

Principle E – Developing the entity’s capacity, including the capability of its leadership and the individuals within it

The Council is committed to:

Developing the entity’s capacity

- Reviewing operations, performance use of assets on a regular basis to ensure their continuing effectiveness
- Improving resource use through appropriate application of techniques such as benchmarking and other options in order to determine how the authority’s resources are allocated so that outcomes are achieved effectively and efficiently
- Recognising the benefits of partnerships and collaborative working where added value can be achieved
- Developing and maintaining an effective workforce plan to enhance the strategic allocation of resources

Developing the capability of the entity’s leadership and other individuals

- Developing protocols to ensure that elected and appointed leaders negotiate with each other regarding their respective roles early on in the relationship and that a shared understanding of roles and objectives is maintained
- Publishing a statement that specifies the types of decisions that are delegated and those reserved for the collective decision making of the governing body
- Ensuring the leader and the chief executive have clearly defined and distinctive leadership roles within a structure whereby the chief executive leads the authority in implementing strategy and managing the delivery of services and other outputs set by members and each provides a check and a balance for each other’s authority
- Developing the capabilities of members and senior management to achieve effective shared leadership and to enable the organisation to respond successfully to changing legal and policy demands as well as economic, political and environmental changes and risks by:
 - ensuring members and staff have access to appropriate induction tailored to their role and that ongoing training and development matching individual and organisational requirements is available and encouraged
 - ensuring members and officers have the appropriate skills, knowledge, resources and support to fulfil their roles and responsibilities and ensuring that they are able to update their knowledge on a continuing basis
 - ensuring personal, organisational and system-wide development through shared learning, including lessons learnt from governance weaknesses both internal and
- Ensuring that there are structures in place to encourage public participation
- Taking steps to consider the leadership’s own effectiveness and ensuring leaders are open to constructive feedback from peer review and inspections
- Holding staff to account through regular performance reviews which take account of training or development needs Ensuring arrangements are in place to maintain the health and wellbeing of the workforce and support individuals in maintaining their own physical and mental wellbeing

Principle F – Managing risks and performance through robust internal control and strong public financial management

The Council is committed to:

Managing risk

- Recognising that risk management is an integral part of all activities and must be considered in all aspects of decision making
- Implementing robust and integrated risk management arrangements and ensuring that they are working effectively
- Ensuring that responsibilities for managing individual risks are clearly allocated

Managing performance

- Monitoring service delivery effectively including planning, specification, execution and independent post implementation review
- Making decisions based on relevant, clear objective analysis and advice pointing out the implications and risks inherent in the organisation's financial, social and environmental position and outlook
- Ensuring an effective scrutiny or oversight function is in place which encourages constructive challenge and debate on policies and objectives before, during and after decisions are made thereby enhancing the organisation's performance and that of any organisation for which it is responsible (OR, for a committee system) Encouraging effective and constructive challenge and debate on policies and objectives to support balanced and effective decision making
- Providing members and senior management with regular reports on service delivery plans and on progress towards outcome achievement
- Ensuring there is consistency between specification stages (such as budgets) and post implementation reporting (e.g. financial statements)

Robust internal control

- Aligning the risk management strategy and policies on internal control with achieving the objectives
- Evaluating and monitoring the authority's risk management and internal control on a regular basis
- Ensuring effective counter fraud and anti-corruption arrangements are in place
- Ensuring additional assurance on the overall adequacy and effectiveness of the framework of governance, risk management and control is provided by the internal auditor
- Ensuring an audit committee or equivalent group or function which is independent of the executive and accountable to the governing body: provides a further source of effective assurance regarding arrangements for managing risk and maintaining an effective control environment that its recommendations are listened to and acted upon

Managing Data

- Ensuring effective arrangements are in place for the safe collection, storage, use and sharing of data, including processes to safeguard personal data
- Ensuring effective arrangements are in place and operating effectively when sharing data with other bodies
- Reviewing and auditing regularly the quality and accuracy of data used in decision making and performance monitoring

Strong public financial management

- Ensuring financial management supports both long term achievement of outcomes and short-term financial and operational performance
- Ensuring well-developed financial management is integrated at all levels of planning and control, including management of financial risks and controls

Principle G – Implementing good practices in transparency, reporting, and audit to deliver effective accountability

The Council is committed to:

Implementing good practice in transparency

- Writing and communicating reports for the public and other stakeholders in an understandable style appropriate to the intended audience and ensuring that they are easy to access and interrogate
- Striking a balance between providing the right amount of information to satisfy transparency demands and enhance public scrutiny while not being too onerous to provide and for users to understand

Implementing good practice in reporting

- Reporting at least annually on performance, value for money and the stewardship of its resources
- Ensuring members and senior management own the results
- Ensuring robust arrangements for assessing the extent to which the principles contained in the Framework have been applied and publishing the results on this assessment including an action plan for improvement and evidence to demonstrate good governance (annual governance statement)
- Ensuring that the Framework is applied to jointly managed or shared service organisations as appropriate
- Ensuring the performance information that accompanies the financial statements is prepared on a consistent and timely basis and the statements allow for comparison with other similar organisations

Assurance and effective accountability

- Ensuring that recommendations for corrective action made by external audit are acted upon
- Ensuring an effective internal audit service with direct access to members is in place which provides assurance with regard to governance arrangements and recommendations are acted upon
- Welcoming peer challenge, reviews and inspections from regulatory bodies and implementing recommendations
- Gaining assurance on risks associated with delivering services through third parties and that this is evidenced in the annual governance statement
- Ensuring that when working in partnership, arrangements for accountability are clear and that the need for wider public accountability has been recognised and met

Annual Governance Statement

Assurance Review

May/June 2025

**Assurance and evidence in support of the Council's annual governance statement
(Assessment Score 1 – 10 where 10 represents very best value)**

Core Principal 1: A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law

| Supporting Principle 1 : Behaving with Integrity | | | |
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| The local code should reflect the requirement of local authorities to: | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1 Ensuring members and officers behave with integrity and lead a culture where acting in the public interest is visibly and consistently demonstrated thereby protecting the reputation of the organisation. | <ul style="list-style-type: none"> Codes of conduct Individual sign off with regard to compliance with code Induction for new members and staff on standard of behaviour expected Performance appraisals Debate not Hate campaign | 9 | Evidence – induction for new members and staff. Codes of conduct, PDA's, active Standards Committee, signing debate not hate charter. |
| 2 Ensuring members take the lead in establishing specific standard operating principles or values for the organisation and its staff and that they are communicated and understood. These should build on the Seven Principles of Public Life (the Nolan Principles) | <ul style="list-style-type: none"> Communicating shared values with members, staff, the community and partners | 9 | <p>Evidence – Blaby District Plan (2021-24) defines values and was revised in Jan 2021, PDA's and staff recruitment have linkages to values. Member development group.</p> <p>Action – To continue to reinforce the values detailed within the new Blaby District Plan: honesty, openness and treating people fairly.</p> |
| 3 Leading by example and using these standard operating principles or values as a framework for decision making and other actions | <ul style="list-style-type: none"> Decision making practices Declarations of interests made at meetings Conduct at meetings Shared values guide decision making | 9 | Evidence – Declarations of interest noted, active Standards Committee. |

| | <ul style="list-style-type: none"> Develop and maintain an effective standards committee | | |
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| 4 Demonstrating, communicating and embedding the standard operating principles or values through appropriate policies and processes which are reviewed on a regular basis to ensure that they are operating effectively | <ul style="list-style-type: none"> Anti-fraud and corruption policies are working effectively Up-to-date register of interests (members and staff) Up-to-date register of gifts and hospitality Whistleblowing policies are in place and protect individuals raising concerns Whistleblowing policy has been made available to members of the public, employees, partners and contractors Complaints policy and examples of responding to complaints about behaviour Changes/improvements as a result of complaints received and acted upon Members and officers code of conduct refers to a requirement to declare interests Minutes show declarations of interest were sought and appropriate declarations made | 9 | <p>Evidence – Anti-fraud & corruption policy (reviewed Feb 2024), register of interests and annual declaration of related parties. Whistleblowing policy (reviewed Feb 2025), which staff are aware of, and have utilised. Complaints policy is well established and continually reviewed, improved and reported on.</p> <p>Action – Training of staff when responding to complaints with a balanced view.</p> |
| Supporting Principle 2 : Demonstrating strong commitment to ethical values | | | |
| The local code should reflect the requirement of local authorities to: | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. Seeking to establish, monitor and maintain the organisation's ethical standards and performance | <ul style="list-style-type: none"> Scrutiny of ethical decision making Championing ethical compliance at governing body level | 9 | <p>Evidence – Values and induction process for officers and members. Ethos of the Blaby Way documented and communicated to staff and promoted to new members.</p> |

| 2. Underpinning personal behaviour with ethical values and ensuring they permeate all aspects of the organisation's culture and operation | <ul style="list-style-type: none"> Provision of ethical awareness training | 8 | <p>Evidence – Values and ethics/culture audit to understand staff understanding of code of conduct.</p> <p>Action – Culture audit to be carried out by internal audit.</p> |
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| 3. Developing and maintaining robust policies and procedures which place emphasis on agreed ethical values | <ul style="list-style-type: none"> Appraisal processes take account of values and ethical behaviour Staff appointments policy Procurement policy | 9 | <p>Evidence – Organisational values referred to within the Appraisal process. Recruitment process includes elements of Blaby values as part of assessment. Procurement policy includes ethical element and is a consideration in award of contracts.</p> |
| 4. Ensuring that external providers of services on behalf of the organisation are required to act with integrity and in compliance with high ethical standards expected by the organisation | <ul style="list-style-type: none"> Agreed values in partnership working: Statement of business ethics communicates commitment to ethical values to external suppliers Ethical values feature in contracts with external service providers Protocols for partnership working | 9 | <p>Evidence – Key partnerships now have robust mechanisms in place to define role and scope of partners. E.g. Community safety, Light Bulb project, Everyone Active, Building Control Partnerships and governance arrangements have been strengthened.</p> |
| Supporting Principle 3 : Respecting the rule of law | | | |
| The local code should reflect the requirement of local authorities to: | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. Ensuring members and staff demonstrate a strong commitment to the rule of the law as well as adhering to relevant laws and regulations | <ul style="list-style-type: none"> Statutory provisions Statutory guidance is followed Constitution | 9 | <p>Evidence - Constitution is adhered to and reviewed regularly.</p> |
| 2. Creating the conditions to ensure that the statutory officers, other key post holders and members are able to fulfil | <ul style="list-style-type: none"> Job description/specifications Compliance with CIPFA's <i>Statement on the Role of the Chief Financial Officer in Local Government</i> (CIPFA, 2015) | 9 | <p>Evidence – Job descriptions and roles of statutory officers is well defined and understood by the organisation. Structure of the SLT ensures statutory</p> |

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| their responsibilities in accordance with legislative and regulatory requirements | <ul style="list-style-type: none"> • Terms of reference • Committee support | | officers are included in key decision making etc. Provision of proper officer appointments on an interim basis when appropriate E.g. for interim CE position, S151 and MO positions during organisational change. Golden triangle meetings and additional training. |
| 3. Striving to optimise the use of the full powers available for the benefit of citizens, communities and other stakeholders | <ul style="list-style-type: none"> • Record of legal advice provided by officers | 9 | Evidence – proper arrangements in place for legal advice and recording of advice. |
| 4. Dealing with breaches of legal and regulatory provisions effectively | <ul style="list-style-type: none"> • Monitoring officer provisions • Record of legal advice provided by officers • Statutory provisions | 9 | Evidence – proper arrangements in place for legal advice and recording of advice, monitoring officer referenced to give advice and ensure Council operates within the law at all times. |
| 5. Ensuring corruption and misuse of power are dealt with effectively | <ul style="list-style-type: none"> • Effective anti-fraud and corruption policies and procedures • Local test of assurance (where appropriate) | 9 | Evidence – Whistleblowing policy (reviewed Feb 2025), Anti-fraud & corruption policy (reviewed February 2024). |

Core Principal B: Ensuring openness and comprehensive stakeholder engagement

| Supporting Principle 1 : Openness | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Ensuring an open culture through demonstrating, documenting and communicating the organisation's commitment to openness | <ul style="list-style-type: none"> • Annual report • Freedom of Information Act publication scheme • Online council tax information • Authority's goals and values • Authority website | 10 | Evidence – Blaby District Plan, FOI requests actively responded to. Online Council Tax information and award winning website. |

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| 2. | Making decisions that are open about actions, plans, resource use, forecasts, outputs and outcomes. The presumption is for openness. If that is not the case, a justification for the reasoning for keeping a decision confidential should be provided | <ul style="list-style-type: none"> Record of decision making and supporting materials | 9 | Evidence – Decisions well documented. |
| 3. | Providing clear reasoning and evidence for decisions in both public records and explanations to stakeholders and being explicit about the criteria, rationale and considerations used. In due course, ensuring that the impact and consequences of those decisions are clear | <ul style="list-style-type: none"> Decision making protocols Report pro-formas Record of professional advice in reaching decisions Meeting reports show details of advice given Discussion between members and officers on the information needs of members to support decision making Agreement on the information that will be provided and timescales Calendar of dates for submitting, publishing and distributing timely reports is adhered to | 10 | Evidence – Decisions well documented with supporting information and advice included. Informal Cabinet sessions that involve Members in the decision making process at an early stage. Pre-meeting briefings prior to major decisions being made by Council. E.g. Strategic Sites, ICT Partnership decisions. Forward Plan detailing report publication on a timely basis. |

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| 4. | Using formal and informal consultation and engagement to determine the most appropriate and effective interventions/ courses of action | <ul style="list-style-type: none"> Community strategy | 9 | Evidence – Informal and formal consultation carried out in accordance with the consultation strategy, using a variety of means. Consultation used to inform decision making and customer and staff satisfaction surveys carried out regularly. High level of service engagement from service users E.g. Bi-annual customer satisfaction survey including budget consultation and priorities within Blaby District Plan. Engagement with public/stakeholders/staff regarding the formation of the new Blaby District Plan. |
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| Supporting Principle 2 : Engaging comprehensively with institutional stakeholders | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Effectively engaging with institutional stakeholders to ensure that the purpose, objectives and intended outcomes for each stakeholder relationship are clear so that outcomes are achieved successfully and sustainably | <ul style="list-style-type: none"> Communication strategy | 10 | Evidence – Communication Strategy followed (updated April 25). Communication Strategy developed for individual projects if appropriate. |
| 2. | Developing formal and informal partnerships to allow for resources to be used more efficiently and outcomes achieved more effectively | <ul style="list-style-type: none"> Database of stakeholders with whom the authority should engage and for what purpose and a record of an assessment of the effectiveness of any changes. | 9 | Evidence – Partnership working across the authority continues to be strong, with recognition of this within the CSE award and Peer Review. Partnership working during the pandemic and again during flood emergency Storm Henk |

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| | | | | and Local Gas outage emergency working closely with partners in the LRF strengthening relationships. More recent evidence of working with other LA's within Leicestershire to develop the Interim proposal for LGR with seven districts and Rutland County Council. |
| 3. | Ensuring that partnerships are based on: trust, a shared commitment to change, a culture that promotes and accepts challenge among partners and that the added value of partnership working is explicit | <ul style="list-style-type: none"> Partnership framework Partnership protocols | 7 | <p>Evidence - Key partnerships have robust mechanisms in place to define role and scope of partners. E.g. Community safety, Light Bulb project and Building Control. Review partnerships and if not working re-evaluate i.e. ICT</p> <p>Action – Longer-term review of both the Lightbulb Service and Housing Enablement Team (HET). Both services with partners require new arrangements from April 2026.</p> |

| Supporting Principle 3 : Engaging stakeholders effectively, including individual citizens and service users | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Establishing a clear policy on the type of issues that the organisation will meaningfully consult with or involve individual citizens, service users and other stakeholders to ensure that service (or other) provision is contributing towards the achievement of intended outcomes. | <ul style="list-style-type: none"> Record of public consultations Partnership framework | 10 | Evidence – Council regularly consult on major changes to service e.g. budget consultation, customer satisfaction survey, refuse & recycling consultation and Council Tax consultations. Council follows a Consultation policy. |

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| 2. | Ensuring that communication methods are effective and that members and officers are clear about their roles with regard to community engagement | <ul style="list-style-type: none"> Communications strategy | 9 | <p>Evidence – Communication strategy followed. Officers understand the need to communicate with members and the community. The frequency of communication with the public, staff and members is frequent with electronic methods being utilised.</p> <p>Action – Build on the development of the Communications Strategy and ensure engagement with all stakeholders regarding the proposals for LGR.</p> |
| 3. | Encouraging, collecting and evaluating the views and experiences of communities, citizens, service users and organisations of different backgrounds including reference to future needs | <ul style="list-style-type: none"> Communications strategy Joint strategic needs assessment | 9 | <p>Evidence – Council regularly consult on major changes to service e.g. budget consultation, customer satisfaction survey, refuse & recycling consultation and Council Tax consultations. Council follows a Consultation policy.</p> |
| 4. | Implementing effective feedback mechanisms in order to demonstrate how their views have been taken into account. | <ul style="list-style-type: none"> Communications strategy | 9 | <p>Evidence – Communication Strategy being followed.</p> <p>Action – Build on the development of the Communications Strategy and ensure engagement with all stakeholders regarding the proposals for LGR.</p> |
| 5. | Balancing feedback from more active stakeholder groups with other stakeholder groups to ensure inclusivity | <ul style="list-style-type: none"> Processes for dealing with competing demands within the community, for example a consultation | 9 | <p>Evidence – Consultation process structured to improve inclusion with varying methods used to gather views from different stakeholder groups.</p> |

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| 6. | Taking account of the interests of future generations of tax payers and service users | <ul style="list-style-type: none"> • Reports • Joint strategic needs assessment | 9 | <p>Evidence – Active engagement with the youth Council with Councillors taking part in debates with Youth Council – enabling them to understand views of future generations. Utilisation of relationships with academies to understand views of the younger generation, with the Youth Conference providing further engagement.</p> <p>Action – ensure that the LGR engagement reaches young people and seldom heard groups and individuals to ensure their views are included in the decision-making process.</p> |
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Core Principal C: Defining outcomes in terms of sustainable economic, social, and environmental benefits

| Supporting Principle 1 : Defining outcomes | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Having a clear vision which is an agreed formal statement of the organisation's purpose and intended outcomes containing appropriate performance indicators, which provides the basis for the organisation's overall strategy, planning and other decisions | <ul style="list-style-type: none"> • Vision used as a basis for corporate and service planning | 8 | <p>Evidence – Blaby District Plan defines the vision for the Council, including values and priorities. Blaby District Plan developed with SLT and SM's for staff to feed into the priorities and plans along with consultation with residents. Plan and priorities are agreed by Council.</p> |

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| | | | | Action – Continue to deliver actions to deliver the Blaby Plan taking into consideration the LGR Proposal. |
| 2. | Specifying the intended impact on, or changes for, stakeholders including citizens and service users. It could be immediately or over the course of a year or longer | <ul style="list-style-type: none"> Community engagement and involvement Corporate and service plans Community strategy | 9 | Evidence – Priorities of the Blaby District Plan and consultation of stakeholders regarding the key themes within the Plan. |
| 3. | Delivering defined outcomes on a sustainable basis within the resources that will be available | <ul style="list-style-type: none"> Regular reports on progress | 9 | Evidence – Monitoring and reporting of progress of initiatives with regular updates to members regarding the financial landscape. The adoption and resourcing of Project Management across the Council now helps to ensure delivery of outcomes with monitoring of progress of projects being done through programme board. Formal governance process in place for management of projects. Ability for Members to view IPlan system recording progress on key projects and KPI's. |
| 4. | Identifying and managing risks to the achievement of outcomes | <ul style="list-style-type: none"> Performance trends are established and reported upon Risk management protocols | 8 | Evidence – regular performance and risk management reporting. Action – Continue to embed the new business planning, data intelligence and risk management process utilising the I-Plan system. |
| 5. | Managing service users expectations effectively with regard to determining priorities and making the best use of the resources available | <ul style="list-style-type: none"> An agreed set of quality standard measures for each service element and included in service plans Processes for dealing with competing demands within the community | 9 | Evidence - Budget survey and consultation with customers to help set priorities. Service plans developed with key performance indicators developed and proactive at communicating with customers re changes to service. |

| Supporting Principle 2 : Sustainable economic, social and environmental benefits | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Considering and balancing the combined economic, social and environmental impact of policies, plans and decisions when taking decisions about service provision | <ul style="list-style-type: none"> Capital investment is structured to achieve appropriate life spans and adaptability for future use or that resources (eg land) are spent on optimising social, economic and environmental wellbeing: <ul style="list-style-type: none"> Capital programme Capital investment strategy | 9 | Evidence – Capital programme aligned to corporate priorities and expanded to be 5 year plan. Use of assets considered to achieve the best return/outcomes for residents e.g. E.g. Decisions made regarding strategic sites to consider their potential future use to provide housing tenure needed to help address the housing needs. |
| 2. | Taking a longer-term view with regard to decision making, taking account of risk and acting transparently where there are potential conflicts between the organisation's intended outcomes and short-term factors such as the political cycle or financial constraints | <ul style="list-style-type: none"> Discussion between members and officers on the information needs of members to support decision making Record of decision making and supporting materials | 9 | Evidence – MTFS information giving an up to date long term view. Member briefings to support and inform members before significant decisions are made. Budget Briefing included potential financial impact & risks that the Fair Funding Review and Business Rate Review may pose for the Council. Action – Continue to Brief all members, regarding Council finance incorporating Fair Funding, Business Rates and financial implications of government driven waste initiatives. |
| 3. | Determining the wider public interest associated with balancing conflicting interests between achieving the various economic, social and environmental benefits, through consultation where | <ul style="list-style-type: none"> Record of decision making and supporting materials Protocols for consultation | 9 | Evidence – Consultation strategy and recording of decision making. |

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| | possible, in order to ensure appropriate trade-offs | | | |
| 4. | Ensuring fair access to services | <ul style="list-style-type: none"> Protocols ensure fair access and statutory guidance is followed | 9 | Evidence – Statement of community involvement for planning. Community Network Meetings with Voluntary & Community Sector. |

Core Principal D: Determining the interventions necessary to optimise the achievement of the intended outcomes

| Supporting Principle 1 : Determining interventions | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Ensuring decision makers receive objective and rigorous analysis of a variety of options indicating how intended outcomes would be achieved and including the risks associated with those options. Therefore ensuring best value is achieved however services are provided | <ul style="list-style-type: none"> Discussion between members and officers on the information needs of members to support decision making Decision making protocols Option appraisals Agreement of information that will be provided and timescales | 9 | Evidence – All reports detail options considered and risks associated with decisions. Members given a pre-meeting briefing where significant decisions are to be taken. |
| 2. | Considering feedback from citizens and service users when making decisions about service improvements or where services are no longer required in order to prioritise competing demands within limited resources available including people, skills, land and assets and bearing in mind future impacts | <ul style="list-style-type: none"> Financial strategy | 9 | Evidence – Consultation exercises undertaken where service changes are proposed to be brought in. Long term financial view considered within the formulation of the Blaby District Plan. MTFS updated annually. |

| Supporting Principle 2 : Planning interventions | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Establishing and implementing robust planning and control cycles that cover strategic and operational plans, priorities and targets | <ul style="list-style-type: none"> Calendar of dates for developing and submitting plans and reports that are adhered to | 10 | Evidence – calendar dates agreed in advance, reports published in a timely manner. |
| 2. | Engaging with internal and external stakeholders in determining how services and other courses of action should be planned and delivered | <ul style="list-style-type: none"> Communication strategy | 10 | Evidence – Communication strategy followed (updated in April 2025) |
| 3. | Considering and monitoring risks facing each partner when working collaboratively including shared risks | <ul style="list-style-type: none"> Partnership framework Risk management protocol | 8 | Evidence – Risk registers kept as part of the project management structure and are kept for major partnership arrangements such as Lightbulb. |
| 4. | Ensuring arrangements are flexible and agile so that the mechanisms for delivering outputs can be adapted to changing circumstances | <ul style="list-style-type: none"> Planning protocols | 9 | Evidence – Speak to Group Leaders – flexible constitution and delegated responsibility. |
| 5. | Establishing appropriate key performance indicators (KPIs) as part of the planning process in order to identify how the performance of services and projects is to be measured | <ul style="list-style-type: none"> KPIs have been established and approved for each service element and included in the service plan and are reported upon regularly | 8 | <p>Evidence – KPI's reported in I-Plan, new reporting tool for KPI's developed in I-Plan, rolled out to organisation in April 23 and continually being refined.</p> <p>Action – Develop and provide extra value from the new business planning, data intelligence and risk management process utilising the I-Plan system and external data to inform KPI's and improvements to services.</p> |

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| 6. | Ensuring capacity exists to generate the information required to review service quality regularly | <ul style="list-style-type: none"> • Reports include detailed performance results and highlight areas where corrective action is necessary | 8 | <p>Evidence – Where applicable performance is included to give context for decisions to be made.</p> <p>Action – Develop and provide extra value from the new business planning, data intelligence and risk management process utilising the I-Plan system and external data to inform KPI's and improvements to services.</p> |
| 7. | Preparing budgets in accordance with organisational objectives, strategies and the medium term financial plan | <ul style="list-style-type: none"> • Evidence that budgets, plans and objectives are aligned | 9 | <p>Evidence – Budgets aligned to plans to deliver the corporate priorities identified in the Blaby District Plan. Service Planning now aligned with Budget Planning process to ensure resources are in place,</p> |
| 8. | Informing medium and long term resource planning by drawing up realistic estimates of revenue and capital expenditure aimed at developing a sustainable funding strategy | <ul style="list-style-type: none"> • Budget guidance and protocols • Medium term financial plan • Corporate plans | 9 | <p>Evidence – MTFS, information provided with budget setting information and Commercial Strategy and action plan developed. Plans to close financial gap worked on with SLT and Cabinet members.</p> |

Supporting Principle 3 : Optimising achievement of intended outcomes

| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
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| 1. | Ensuring the medium term financial strategy integrates and balances service priorities, affordability and other resource constraints | <ul style="list-style-type: none"> • Feedback surveys and exit/ decommissioning strategies • Changes as a result • Alignment with Blaby District Plan | 9 | <p>Evidence – MTFS and budget formulated with strategic view of service priorities and involvement of SLT/Members.</p> |

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| 2. | Ensuring the budgeting process is all-inclusive, taking into account the full cost of operations over the medium and longer term | <ul style="list-style-type: none"> Budgeting guidance and protocols | 9 | <p>Evidence – Budgets owned by services with well defined budget guidance and support.</p> <p>Action – Continue to increase the financial awareness of budget managers to monitor and ensure that budget is tailored and trimmed with services delivered efficiently and effectively.</p> |
| 3. | Ensuring the medium term financial strategy sets the context for ongoing decisions on significant delivery issues or responses to changes in the external environment that may arise during the budgetary period in order for outcomes to be achieved while optimising resource usage | <ul style="list-style-type: none"> Financial strategy | 10 | <p>Evidence – Financial summary of MTFS updated regularly as information is received that changes the funding/settlement picture significantly. Members provided with the financial context in detail during budget scrutiny meetings.</p> |
| 4. | Ensuring the achievement of 'social value' through service planning and commissioning. | <ul style="list-style-type: none"> Service plans demonstrate consideration of 'social value' Achievement of 'social value' is monitored and reported upon | 9 | <p>Evidence – Social Value considered when procuring services and within decisions E.g. Huncote Leisure Centre reopening/future use of grounds. Social Value agenda being developed through partnerships.</p> |

Core Principal E: Developing the entity's capacity, including the capability of its leadership and the individuals within it

| Supporting Principle 1 : Developing the entity's capacity | | | | |
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| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Reviewing operations, performance use of assets on a regular basis to ensure their continuing effectiveness | <ul style="list-style-type: none"> Regular reviews of activities, outputs and planned outcomes | 9 | <p>Evidence – Regular reviews of structures, ways of working and</p> |

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| | | | | performance as part of the Council Transformation Strategy. |
| 2. | Improving resource use through appropriate application of techniques such as benchmarking and other options in order to determine how the authority's resources are allocated so that outcomes are achieved effectively and efficiently | <ul style="list-style-type: none"> Utilisation of research and benchmarking exercise | 9 | <p>Evidence – Data included to inform decisions made.</p> <p>Action - Use benchmarking information to enhance the performance framework and support decision making.</p> |
| 3. | Recognising the benefits of partnerships and collaborative working where added value can be achieved | <ul style="list-style-type: none"> Effective operation of partnerships which deliver agreed outcomes | 9 | <p>Evidence – Recognised for partnership working in CSE, Peer Review and in feedback from partners.</p> |
| 4. | Developing and maintaining an effective workforce plan to enhance the strategic allocation of resources | <ul style="list-style-type: none"> Workforce plan Organisational development plan | 7 | <p>Evidence – People Strategy, regular structural reviews and resource planning. Workforce health initiative brought in with officer mental health & wellbeing being a particular priority.</p> <p>Action – Build on work already carried out on policy updates and development and retention/recruitment initiatives, including East Mids pilot scheme being carried out by EMC.</p> |
| Supporting Principle 2 : Developing the capability of the entity's leadership and other individuals | | | | |
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Developing protocols to ensure that elected and appointed leaders negotiate with each other regarding their respective roles early on in the relationship and that a shared understanding of roles and objectives is maintained | <ul style="list-style-type: none"> Job descriptions Chief executive and leader pairings have considered how best to establish and maintain effective communication | 10 | <p>Evidence – Regular information sharing meetings between the Leader and the CE. Frequent meetings with SLT/Cabinet to share information and discuss proposals for new projects or service changes.</p> |

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| 2. | Publishing a statement that specifies the types of decisions that are delegated and those reserved for the collective decision making of the governing body | <ul style="list-style-type: none"> • Scheme of delegation reviewed at least annually in the light of legal and organisational changes • Standing orders and financial regulations which are reviewed on a regular basis. | 9 | Evidence – Regular review of scheme of delegation and financial regulations. |
| 3. | Ensuring the leader and the chief executive have clearly defined and distinctive leadership roles within a structure whereby the chief executive leads the authority in implementing strategy and managing the delivery of services and other outputs set by members and each provides a check and a balance for each other's authority | <ul style="list-style-type: none"> • Clear statement of respective roles and responsibilities and how they will be put into practice | 9 | Evidence – Clear roles and responsibilities with CE's objectives set and monitored by Members. |
| 4. | <p>Developing the capabilities of members and senior management to achieve effective shared leadership and to enable the organisation to respond successfully to changing legal and policy demands as well as economic, political and environmental changes and risks by:</p> <ul style="list-style-type: none"> • ensuring members and staff have access to appropriate induction tailored to their role and that ongoing training and development matching individual and organisational requirements is available and encouraged • ensuring members and officers have the appropriate skills, knowledge, resources and support to fulfil their roles and responsibilities and ensuring that they are able to | <ul style="list-style-type: none"> • Access to update courses/ information briefings on new legislation • Induction programme • Personal development plans for members and officers <p>For example, for members this may include the ability to:</p> <ul style="list-style-type: none"> • scrutinise and challenge • recognise when outside expert advice is required | 9 | <p>Evidence – Continuation of member training with active member development steering group. Succession planning illustrated with senior positions being filled internally and opportunities sought for expansion/diversity of roles. Staff taking part in SOLACE & CIPFA Leadership Programmes.</p> <p>Full induction process and ongoing member training</p> <p>Evidence – PDA's for Officers and reviews for Members.</p> <p>Evidence – Training for members in preparation for Scrutiny Budget Meetings and specific training for Audit</p> |

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| | <p>update their knowledge on a continuing basis</p> <ul style="list-style-type: none"> ensuring personal, organisational and system-wide development through shared learning, including lessons learnt from governance weaknesses both internal and external | <ul style="list-style-type: none"> promote trust work in partnership lead the organisation act as a community leader Efficient systems and technology used for effective support Arrangements for succession planning | | <p>and Governance Committee Members and for those of the Planning Committee. Training provided for use of technology in communication (social media), use of electronic devices and the promotion of communication via electronic means for Members.</p> |
| 5. | Ensuring that there are structures in place to encourage public participation | <ul style="list-style-type: none"> Residents' panels Stakeholder forum terms of reference Strategic partnership frameworks | 9 | <p>Evidence – Voluntary and Community sector Qtrly meetings, resident lists to be utilised for future input for service changes etc. Use of social media/electronic means to get to wider public audience to gain views and inform residents. Using links with Youth Council and academies to obtain views of young residents.</p> |
| 6. | Taking steps to consider the leadership's own effectiveness and ensuring leaders are open to constructive feedback from peer review and inspections | <ul style="list-style-type: none"> Reviewing individual member performance on a regular basis taking account of their attendance and considering any training or development needs Peer reviews | 9 | <p>Evidence – Members performance monitored, Cabinet held to account by the Leader of the Council. Regular Peer reviews.</p> |
| 7. | Holding staff to account through regular performance reviews which take account of training or development needs | <ul style="list-style-type: none"> Training and development plan Staff development plans linked to appraisals Implementing appropriate human resource policies and ensuring that they are working effectively | 8 | <p>Evidence – Staff PDA's and regular staff check ins, utilisation of capability procedures to manage performance. Training for people managers with some undergoing ILM management development training.</p> |

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| | | | | <p>Action -. Continue to progress the programme of training for people managers across the authority with the employment of Learning & Organisational Development resource to develop a programme of development across the organisation.</p> |
| 8. | Ensuring arrangements are in place to maintain the health and wellbeing of the workforce and support individuals in maintaining their own physical and mental wellbeing | <ul style="list-style-type: none"> Human resource policies | 8 | <p>Evidence – People strategy and development of Workforce health initiative. Staff supported through exercise opportunities; external counselling provision and wellbeing opportunities such as mindfulness, menopause group, etc. Managers training regarding staff wellbeing conversations brought in to assist with mental health awareness, and the virtual nature of working. Peer Review feedback on Mental Health provision very positive. Mental health coffee mornings are run regularly.</p> <p>Action – Undertake staff survey and monitor sickness levels.</p> |

Core Principal F : Managing risks and performance through robust internal control and strong public financial management

| Supporting Principle 1 : Managing risk | | | | |
|--|---|--|---------------------------|--|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Recognising that risk management is an integral part of all activities and must be considered in all aspects of decision making | <ul style="list-style-type: none"> Risk management protocol | 9 | Evidence – Corporate Risk Management system in place with regular monitoring of corporate risks. Lower level risk management system reviewed and implemented to make risk monitoring more effective. Action – build on progress made to utilise the new I-Plan system to record risks and ensure lower level risks are managed across the organisation. |
| 2. | Implementing robust and integrated risk management arrangements and ensuring that they are working effectively | <ul style="list-style-type: none"> Risk management strategy/ policy formally approved and adopted and reviewed and updated on a regular basis | 9 | Evidence – Risk Management Strategy in place and updated in 2023. |
| 3. | Ensuring that responsibilities for managing individual risks are clearly allocated | <ul style="list-style-type: none"> Risk management protocol | 9 | Evidence – Risk Management system in place with regular monitoring of corporate risks. |

| Supporting Principle 2 : Managing Performance | | | | |
|--|--|---|---------------------------|---|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Monitoring service delivery effectively including planning, specification, execution and independent post implementation review. | <ul style="list-style-type: none"> Performance map showing all key activities have performance measures Benchmarking information Cost performance (using inputs and outputs) | 8 | Evidence – Performance data held on In-Plan. Calendar of dates published and reporting dates adhered to. Performance against the Blaby District Plan now monitored through project |

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|----|--|---|---|---|
| | | <ul style="list-style-type: none"> Calendar of dates for submitting, publishing and distributing timely reports that are adhered to | | <p>management process and programme board.</p> <p>Action – Develop and provide extra value from the new business planning, data intelligence and risk management process utilising the I-Plan system and external data to inform KPI's and improvements to services.</p> |
| 2. | Making decisions based on relevant, clear objective analysis and advice pointing out the implications and risks inherent in the organisation's financial, social and environmental position and outlook | <ul style="list-style-type: none"> Discussion between members and officers on the information needs of members to support decision making Publication of agendas and minutes of meetings Agreement on the information that will be needed and timescales | 9 | <p>Evidence – Information shared at informal cabinet, pre-meeting briefings, budget scrutiny sessions, scrutiny working groups.</p> |
| 3. | Ensuring an effective scrutiny or oversight function is in place which encourages constructive challenge and debate on policies and objectives before, during and after decisions are made thereby enhancing the organisation's performance and that of any organisation for which it is responsible (OR, for a committee system) Encouraging effective and constructive challenge and debate on policies and objectives to support balanced and effective decision making | <ul style="list-style-type: none"> The role and responsibility for scrutiny has been established and is clear Agenda and minutes of scrutiny meetings Evidence of improvements as a result of scrutiny Terms of reference Training for members Membership | 9 | <p>Evidence – Scrutiny role established. Active Scrutiny working groups. Agendas and minutes published. Training ongoing.</p> |
| 4. | Providing members and senior management with regular reports on service delivery plans and on progress towards outcome achievement | <ul style="list-style-type: none"> Calendar of dates for submitting, publishing and distributing timely reports that are adhered to | 9 | <p>Evidence – Calendar of dates published and reporting dates adhered to</p> <p>Action – Need to ensure track outcomes on project delivery.</p> |

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|----|---|--|----|---|
| 5. | Ensuring there is consistency between specification stages (such as budgets) and post implementation reporting (eg financial statements) | <ul style="list-style-type: none"> Financial standards, guidance Financial regulations and standing orders | 10 | Evidence – Alignment of all financial reporting and processes. |
|----|---|--|----|---|

| Supporting Principle 3 : Robust internal control | | | | |
|--|---|--|---------------------------|---|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Aligning the risk management strategy and policies on internal control with achieving the objectives | <ul style="list-style-type: none"> Risk management strategy Audit plan Audit reports | 10 | Evidence – Risk management strategy, audit plan and regular audit reports. |
| 2. | Evaluating and monitoring the authority's risk management and internal control on a regular basis | <ul style="list-style-type: none"> Risk management strategy/ policy has been formally approved and adopted and is reviewed and updated on a regular basis | 10 | Evidence – Risk management strategy, reported regularly to Audit & Governance Committee, risks reviewed regularly both corporately and by Audit & Governance Committee. |
| 3. | Ensuring effective counter fraud and anti-corruption arrangements are in place | <ul style="list-style-type: none"> Compliance with the Code of Practice on Managing the Risk of Fraud and Corruption (CIPFA, 2014) | 9 | Evidence – compliance with the code. Anti-fraud and anti-corruption, prosecution and sanction policy reviewed in July 2020. |
| 4. | Ensuring additional assurance on the overall adequacy and effectiveness of the framework of governance, risk management and control is provided by the internal auditor | <ul style="list-style-type: none"> Annual governance statement Effective internal audit service is resourced and maintained | 10 | <p>Evidence – Annual governance statement, internal audit arrangements externally reviewed in 2020 and found to be compliant. Internal audit actively involved in service improvement.</p> <p>Action – Carry out a self- assessment against the Best Value Framework.</p> |
| 5. | Ensuring an audit committee or equivalent group or function which is independent of the executive and accountable to the governing body: provides a further source of effective assurance regarding | <ul style="list-style-type: none"> Audit committee complies with best practice. See Audit Committees: Practical Guidance for Local Authorities and Police (CIPFA, 2013) Terms of reference | 8 | Evidence – Audit & Governance Committee compliance. Compliance with CIPFA Guidance for Local Authorities and Police being worked towards. E.g. review of Terms of |

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| | arrangements for managing risk and maintaining an effective control environment that its recommendations are listened to and acted upon | <ul style="list-style-type: none"> • Membership • Training | | <p>Reference, Training and appointment of independent member.</p> <p>Action – Build on the progress made working towards compliance of the Council's Audit & Governance Committee with the CIPFA Practical Guidance for Local Authorities and Police (CIPFA, 2022).</p> |
|--|---|--|--|--|

| Supporting Principle 4 : Managing Data | | | | |
|--|--|---|---------------------------|--|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Ensuring effective arrangements are in place for the safe collection, storage, use and sharing of data, including processes to safeguard personal data | <ul style="list-style-type: none"> • Data management framework and procedures • Designated data protection officer • Data protection policies and procedures | 10 | Evidence – Policies in place for data management and data protection. Designated data protection officer. |
| 2. | Ensuring effective arrangements are in place and operating effectively when sharing data with other bodies | <ul style="list-style-type: none"> • Data sharing agreement • Data sharing register • Data processing agreements | 10 | Evidence – Data sharing agreements in place and data processing agreements where necessary. |
| 3. | Reviewing and auditing regularly the quality and accuracy of data used in decision making and performance monitoring | <ul style="list-style-type: none"> • Data quality procedures and reports • Data validation procedures | 9 | <p>Evidence – Data challenged and audited as part of internal audit processes and decision making.</p> <p>Action - Improve the use and reference to data during the decision-making process.</p> |

| Supporting Principle 5 : Strong public financial management | | | | |
|--|--|---|---------------------------|---|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Ensuring financial management supports both long term achievement of outcomes and short-term financial and operational performance | <ul style="list-style-type: none"> Financial management supports the delivery of services and transformational change as well as securing good stewardship | 9 | <p>Evidence – Finance officers actively involved giving business support to services, with both budget monitoring and production of business case financial information.</p> <p>Action – Build upon the training that has been provided for budget managers to ensure they understand their responsibilities to manage their budget and can re-forecast accurately during the year.</p> |
| 2. | Ensuring well-developed financial management is integrated at all levels of planning and control, including management of financial risks and controls | <ul style="list-style-type: none"> Budget monitoring reports | 9 | <p>Evidence – regular budget monitoring and updates to Cabinet during the year.</p> |

Core Principal G : Implementing good practices in transparency, reporting, and audit to deliver effective accountability

| Supporting Principle 1 : Implementing good practice in transparency | | | | |
|--|---|--|---------------------------|---|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Writing and communicating reports for the public and other stakeholders in an understandable style appropriate to the | <ul style="list-style-type: none"> Website Annual report | 10 | <p>Evidence – Website user friendly, regular distribution of electronic newsletters, reports written in 'plain English'.</p> |

| | | | | |
|----|---|--|----|--|
| | intended audience and ensuring that they are easy to access and interrogate | | | |
| 2. | Striking a balance between providing the right amount of information to satisfy transparency demands and enhance public scrutiny while not being too onerous to provide and for users to understand | <ul style="list-style-type: none"> Website Annual report | 10 | Evidence – Website user friendly, regular distribution of electronic newsletters, reports written in 'plain English'. |

| Supporting Principle 2 : Implementing good practices in reporting | | | | |
|--|---|--|---------------------------|--|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Reporting at least annually on performance, value for money and the stewardship of its resources | <ul style="list-style-type: none"> Formal annual report which includes key points raised by external scrutineers and service users' feedback on service delivery Annual financial statements | 10 | Evidence – Annual financial statements and reports to Audit & Governance Committee, Cabinet and Council. Regular customer satisfaction survey with published results. |
| 2. | Ensuring members and senior management own the results | <ul style="list-style-type: none"> Appropriate approvals | 9 | Evidence – Members and SLT review reports and provide approval. |
| 3. | Ensuring robust arrangements for assessing the extent to which the principles contained in the Framework have been applied and publishing the results on this assessment including an action plan for improvement and evidence to demonstrate good governance (annual governance statement) | <ul style="list-style-type: none"> Annual governance statement | 10 | Evidence – Annual governance statement, depth of assurance information. |
| 4. | Ensuring that the Framework is applied to jointly managed or shared service organisations as appropriate | <ul style="list-style-type: none"> Annual governance statement | 10 | Evidence – Annual governance statement, application of policies where Blaby works in partnership with other organisations. |

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| 5. | Ensuring the performance information that accompanies the financial statements is prepared on a consistent and timely basis and the statements allow for comparison with other similar organisations | <ul style="list-style-type: none"> Format follows best practice | 9 | Evidence – Best practice followed and feedback from Peer Review put into practice. |
|----|--|--|---|---|

| Supporting Principle 3 : Assurance and effective accountability | | | | |
|--|---|--|---------------------------|--|
| The local code should reflect the requirement of local authorities to: | | Examples of evidence: | Assessment Score (1 - 10) | Progress in year and Plans for Improvement |
| 1. | Ensuring that recommendations for corrective action made by external audit are acted upon | <ul style="list-style-type: none"> Recommendations have informed positive improvement Compliance with CIPFA's Statement on the Role of the Head of Internal Audit (2019) Compliance with Public Sector Internal Audit Standards | 10 | Evidence – Recommendations from external audit acted upon. Compliance of Internal Audit arrangements. |
| 2. | Ensuring an effective internal audit service with direct access to members is in place which provides assurance with regard to governance arrangements and recommendations are acted upon | <ul style="list-style-type: none"> Recommendations have informed positive improvement Compliance with CIPFA's Statement on the Role of the Head of Internal Audit (2019) <p>Compliance with Public Sector Internal Audit Standards</p> | 10 | Evidence – Recommendations from internal audit acted upon with internal audit being actively referenced to assist with service improvements. Compliance of Internal Audit arrangements. |
| 3. | Welcoming peer challenge, reviews and inspections from regulatory bodies and implementing recommendations | <ul style="list-style-type: none"> Recommendations have informed positive improvement | 9 | Evidence – Peer review action plan. CSE feedback, LGA Finance Health check action plan, external inspection of internal audit recommendations and continued improvement. |
| 4. | Gaining assurance on risks associated with delivering services through third parties and that this is evidenced in the annual governance statement | <ul style="list-style-type: none"> Annual governance statement | 8 | Evidence – Strong partnership working with governance arrangements in place E.g. Light bulb, Building control |

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|----|--|--|---|--|
| | | | | <p>Partnership. Areas of weakness identified and improvements made.</p> <p>Action: Implementation of decision to extract the Council from the ICT partnership to provide a complete level of assurance.</p> |
| 5. | Ensuring that when working in partnership, arrangements for accountability are clear and that the need for wider public accountability has been recognised and met | <ul style="list-style-type: none"> Community strategy | 9 | <p>Evidence – Work with the voluntary sector and LCC to feed into Community Strategy.</p> |

Blaby District Council

Cabinet Executive

| | |
|-------------------------|---|
| Date of Meeting | 23 June 2025 |
| Title of Report | Air Quality Annual Status Report 2025 This is a Key Decision and is on the Forward Plan. |
| Lead Member | Cllr. Les Phillimore - Housing, Community Safety and Environmental Services |
| Report Author | Environmental Services Manager |
| Strategic Themes | All Themes: Enabling communities and supporting vulnerable residents; Enhancing and maintaining our natural and built environment; Growing and supporting our economy; Keeping you safe and healthy; Ambitious and well managed Council, valuing our people |

1. What is this report about?

- 1.1 To seek approval of the Annual Status Report 2025 for submission to Defra and publication.

2. Recommendations to Cabinet Executive

- 2.1 To approve the Annual Status Report 2025 for appropriate consultation and submission to the Department for Environment, Food & Rural Affairs (Defra) and publication.
- 2.2 To delegate authority to the Environmental Health, Housing & Community Services Group Manager, in conjunction with the Portfolio Holder, to make minor amendments to the Annual Status Report 2025 prior to submission and publication.

3. Reason for Decisions Recommended

- 3.1 It is appropriate for Members to be informed of the air quality monitoring data for the district in 2024.
- 3.2 This is to ensure any final amendments to the ASR report can be made in time for the statutory deadline for submission to Defra by 30th June 2025.

4. Matters to consider

4.1 Background

4.1.1 Air Quality Management

The Local Air Quality Management (LAQM) regime is established by the Environment Act 1995, as amended by the Environment Act 2021, and requires local authorities to assess air quality in their area. Where nationally set Air Quality Objectives (AQOs) are not achieved, local authorities are required to declare Air Quality Management Areas (AQMA). For each AQMA, an Air Quality Action Plan (AQAP) must be produced, describing the measures aimed to reduce pollutant concentrations.

At the beginning of 2024, there were 5 AQMAs in the district. In November 2024, BDC were able to revoke 4 of these areas due to 5 or more years compliance with the AQOs set out by Defra. This decision was approved by both Cabinet and Defra. The areas that were revoked were:

- AQMA 1 – A5460 Narborough Road South
- AQMA 2 – M1 corridor in Enderby and Narborough
- AQMA 3 – M1 corridor between Thorpe Astley and Leicester Forest East
- AQMA 4B – Enderby Road, Whetstone

AQMA 6 in Mill Hill, Enderby remains in place due to an exceedance recorded in 2023 above the AQOs. Continuous monitoring in 2024 has shown a small increase in Nitrogen Dioxide levels in some locations within the AQMA. These increased levels remain compliant with the Air Quality Objectives and are likely to be as a result of increased development in the area.

In November 2024, following public consultation, a new AQMA was declared in Braunstone Town as approved by both Cabinet and Defra. This AQMA was declared due to an exceedance of the AQOs in 2022 and is known as:

- AQMA 7- Lubbesthorpe Road, Braunstone Town.

Air quality monitoring is the main method for assessment of the current levels of air pollutants, against nationally set AQO. Each year an Annual Status Report (ASR) is completed and submitted to Defra, summarising the air quality monitoring results for the district.

The ASR is prepared using a template, published by Defra, to be submitted by 30th June each year. It has a public facing executive summary followed by a more technical main report. There are appendices which include detailed air quality monitoring results, quality assurance techniques and maps presenting data, for areas where monitoring takes place.

Monitoring of Nitrogen Dioxide (NO₂) and Particulate Matter (PM_{2.5} and PM₁₀) has continued throughout 2024. The Council currently have 5 Continuous Monitoring stations, 28 Diffusion Tubes, and 15 low-cost monitors (Zephyrs®). Scheduled calibrations on the five Continuous Monitoring stations were maintained throughout the year, the Diffusion Tubes were changed in accordance with the national Diffusion Tube Calendar, and the Zephyrs® were also correctly maintained.

4.1.2 Overview of Results

The results of all monitoring undertaken in 2024 are shown in Appendix D of the ASR. The maps include all data obtained over the last five years, where relevant, to enable comparison and allow for assessment of the future of an AQMA.

All data has been ratified and subject to the relevant corrections in accordance with Defra guidance. The results indicate that there are no exceedances of the AQOs for any of the monitoring locations in 2024 once distance corrected.

The table below shows the highest observed NO₂ concentrations (once distance corrected) in the two AQMAs over the last five years. Results indicated an overall decrease across the Blaby district compared to 2022 and 2023. The AQOs set out by Defra state the annual mean objective is not to exceed 40µg/m³.

| | 2020 | 2021 | 2022 | 2023 | 2024 |
|--------|------|------|-----------|------|------|
| AQMA 6 | 29 | 29 | 40 | 36 | 35 |
| AQMA 7 | 21 | 20 | 43 | 36 | 30 |

All results in the table are NO₂ levels in units µg/m³

All monitoring locations across the district are reviewed annually to ensure that best use is being made of our monitoring resources.

The Council is committed to continually monitoring air quality throughout the district, with particular emphasis on the current and recently revoked AQMAs. In addition to the statutory duties set out by Defra, BDC will continue to work on projects funded by air quality grants, such as Let's Go Electric and Particulates Matter.

Let's Go Electric enabled the Council to purchase its first electric vehicles in its commitment to Net Zero and cleaner air. The Particulates Matter Project will see a public portal launched in the summer enabling residents to view air quality in real time. The Council will continue to seek out new opportunities to help improve air quality across the district.

The Environmental Act 2021 states that the Council is required to produce an Air Quality Action Plan to address the issues in the AQMAs. This document will

outline actions that the Council and stakeholders will take to improve the air quality within the AQMAs and the district as a whole. The document has been produced in draft format, and once approved by Cabinet and Defra, will be released for consultation. The final version is expected to be approved and published in late 2025/early 2026.

4.2 Proposals

Members to approve the Annual Status Report 2025 for submission to the Department for Environment, Food & Rural Affairs (Defra) and publication.

That delegated authority is given to the Group Manager of Environmental Health, Housing & Community Services, in conjunction with the Portfolio Holder, to make minor amendments to the ASR 2025 prior to submission and publication.

4.3 Relevant Consultations

The ASR has been sent to Public Health and Highways colleagues at Leicestershire County Council.

4.4 Significant Issues

No significant issues have been identified relating to Human Rights, legal Implications, Human Resources, Equalities, or Public Health Inequalities. The data in this report demonstrates that the council is committed to monitoring and undertaking action to improve air quality in its area, which has a positive impact on climate change.

5. Environmental impact

- 5.1 A positive environmental impact can be noted from the monitoring of air quality across the district affording an understanding of how different areas are impacted and action plan measures which can be implemented. Additionally, there are benefits from increasing knowledge and raising awareness for the general public.

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

- 6.1 The direct costs associated with the ASR are met from existing approved budgets. There have been small savings from the reduction of monitoring as part of a review. The direct costs of declaring an AQMA are included in the approved budgets.

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

7.1

| Current Risk | Actions to reduce the risks |
|--|--|
| Not to submit the ASR to Defra for appraisal by 30 June 2025 | Submission of the ASR is a statutory requirement. It has been completed in a timely fashion to enable it to be submitted to Defra on time, following consideration by Cabinet. |
| Not to submit the AQAP within the required 18 months from declaration of an AQMA- May 2026 | Submission of the AQAP is a statutory requirement. The draft version has been completed in a timely fashion to allow adequate time for relevant consultation period and approvals. |

8. Other options considered

- 8.1 Completion and submission of the ASR is a statutory requirement and therefore there are no other options.
- 8.2 Revocations and declarations of AQMAs have to comply with the provisions of the Environment Act 1995 (as amended) and associated Defra guidance, therefore there are no other options.

9. Appendix

- 9.1 Appendix A – Annual Status Report 2025

10. Background paper(s)

- 10.1 There are no relevant background papers for this report.

11. Report author's contact details

| | |
|--------------------------|--------------------------------|
| Anna Farish | Environmental Services Manager |
| anna.farish@blaby.gov.uk | 0116 272 7643 |

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2025 Air Quality Annual Status Report (ASR)

In fulfilment of Part IV of the Environment Act 1995
Local Air Quality Management, as amended by the
Environment Act 2021

Date: June 2025

| Information | Blaby District Council Details |
|-------------------------|--|
| Local Authority Officer | Anna Farish |
| Department | Environmental Services |
| Address | Council Offices, Desford Road, Narborough, Leicester LE19 2EP |
| Telephone | 0116 275 0555 |
| E-mail | environmental.services@blaby.gov.uk |
| Report Reference Number | ASR 2025 |
| Date | June 2025 |

Local Responsibilities and Commitment

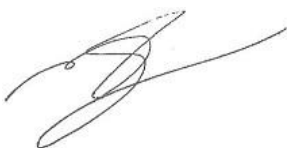
This ASR was prepared by the Environmental Services Department of Blaby District Council (BDC) with the support and agreement of the following officers and departments:

- Anna Farish- BDC Environmental Services Manager
- Sammie Turton- Technical Officer- BDC Environmental Services
- Catherine Redshaw- Technical Officer- BDC Environmental Services
- Isabelle Cantillon- Air Quality Projects Officer- BDC Environmental Services
- BDC Planning Policy and Development Services Teams
- BDC Active Travel Team
- Leicestershire County Council- Public Health and Environment and Transport

This ASR has been approved by:

- Environmental Health, Housing and Community Services Group Manager
- Strategic Director
- Portfolio Holder and BDC's Cabinet Executive

This ASR has been signed off by Mike Sandys, Director of Public Health.



Sign:

Date: 13/06/2025

If you have any comments on this ASR, please send them to Environmental Services at:

Address: Council Offices, Desford Road, Narborough, Leicester, LE19 2EP; Telephone:

0116 275 0555 Email: environmental.services@blaby.gov.uk

Executive Summary: Air Quality in Our Area

Air Quality in Blaby District

Breathing in polluted air affects our health and costs the NHS and our society billions of pounds each year. Air pollution is recognised as a contributing factor in the onset of heart disease, cancer and can cause a range of other health impacts, including effects on lung function, exacerbation of asthma, increases in hospital admissions and mortality.

Air pollution particularly affects the most vulnerable in society: children, the elderly, and those with existing heart and lung conditions. Low-income communities are also disproportionately impacted by poor air quality, exacerbating health and social inequalities.

Table ES 1 provides a brief explanation of the key pollutants relevant to Local Air Quality Management and the kind of activities they might arise from.

Table ES 1 - Description of Key Pollutants

| Pollutant | Description |
|--|---|
| Nitrogen dioxide (NO ₂) | Nitrogen dioxide (NO ₂) is a gas which is generally emitted from high-temperature combustion processes such as road transport or energy generation. |
| Sulphur dioxide (SO ₂) | Sulphur dioxide (SO ₂) is a corrosive gas which is predominantly produced from the combustion of coal or crude oil. |
| Particulate Matter (PM ₁₀ and PM _{2.5}) | Particulate matter is everything in the air that is not a gas. Particles can come from natural sources such as pollen, as well as human made sources such as smoke from fires, emissions from industry and dust from tyres and brakes. PM ₁₀ refers to particles under 10 micrometres. Fine Particulate Matter or PM _{2.5} are particles under 2.5 micrometres. |

The main pollutants of concern in the Blaby District, as in most areas of the UK, are Nitrogen dioxide (NO₂) and Particulate Matter (PM). These pollutants are predominantly associated with road traffic emissions, but can also occur from other sources such as emissions to air from both domestic and industrial processes.

Blaby District Council currently uses three different types of monitoring to measure pollutants. These are: Air Quality Monitoring Stations, Diffusion Tubes and Zephyrs®. Maps illustrating the locations of all the sites in 2024 can be found in Appendix D: Figures D.1-D.14.

In 2024, the Council had five Air Quality Monitoring Stations (AQMS). All five Air Quality Monitoring Stations hosted an analyser known as Continuous Monitor (CM) which measured nitrogen dioxide levels, and two of the sites also had Particulate Matter CMs called Tapered Element Oscillating Microbalances (TEOM). The photograph on the right shows one of the Air Quality Monitoring Stations located in the Mill Hill area of Enderby.



The Council used Diffusion Tubes across 28 locations within the district throughout 2024. These are small tubes that are attached to fixed positions (e.g. a lamp post). They take Nitrogen dioxide samples over a one-month period, are collected and sent off to a laboratory for analysis. Diffusion Tubes are exchanged every month. They are widely used for indicative monitoring across the UK to highlight areas that may have air quality issues. The photograph to the left shows an example of a Diffusion Tube.

The Council has successfully applied and been awarded several Air Quality grants in recent years. Two grants have been used to help the Council purchase a network of Zephyrs®. A Zephyr® is a 'low-cost' indicative Air Quality Monitoring device that measures Nitrogen dioxide and Particulate Matter. Whilst they are not as accurate as the other measuring devices, they assist the Council with researching and highlighting areas that may require further investigation. The photograph to the right shows one of the Council's Zephyrs® located at the Osiers Nature Reserve in Braunstone Town.



Previous years monitoring results highlighted areas of concern within the district, known as Air Quality Management Areas (AQMA's). These AQMA's were declared when levels of Nitrogen dioxide exceeded the Air Quality Objectives set by the Department for Environment, Food and Rural Affairs (Defra). The Air Quality Objectives require all Nitrogen dioxide levels to be below an annual average of $40\mu\text{g}/\text{m}^3$. In 2024, there were five designated AQMA's in the Blaby District, the boundaries of these can be viewed in Appendix D: Figures D.1 to D.5.

- AQMA 1: A5460 Narborough Road South
- AQMA 2: M1 corridor in Enderby and Narborough
- AQMA 3: M1 corridor between Thorpe Astley and Leicester Forest East
- AQMA 4b: Enderby Road, Whetstone
- AQMA 6: Mill Hill, Enderby

Continuous monitoring of these AQMA's showed that four of them had five or more years compliance with the Air Quality Objectives. Under the advice given by Defra, the Council was able to revoke four of these AQMA's in November 2024. The areas that were revoked were:

- AQMA 1: A5460 Narborough Road South
- AQMA 2: M1 corridor in Enderby and Narborough
- AQMA 3: M1 corridor between Thorpe Astley and Leicester Forest East
- AQMA 4b: Enderby Road, Whetstone

In 2022, monitoring results indicated a new AQMA would need to be declared due to an exceedance of the Air Quality Objectives in a small area located within Braunstone Town. The area is at the junction of Lubbethorpe Road and Narborough Road South and the exceedance recorded was $43\mu\text{g}/\text{m}^3$ (distance corrected), which reduced to $35.7\mu\text{g}/\text{m}^3$ (distance corrected) in 2023. Unfortunately, due to a delay with the Council's Annual Status Report in 2023, the new AQMA was not officially declared until November 2024 after conducting the required consultation period. The new AQMA boundary can be viewed in Appendix D: Figure D.6 and is named as follows:

- AQMA 7: Lubbethorpe Road, Braunstone Town

AQMA 6 in Mill Hill, Enderby, is located in a high traffic area, with several industrial installations located in close proximity to the north-west of the site. Continuous monitoring of the area has shown levels remain high, and 2024 saw a small increase in Nitrogen

dioxide levels at some of these monitoring sites. The Council is in the process of writing a new Air Quality Action Plan, which will look to improve air quality in the whole of Blaby District, with particular focus on both of the Council's current AQMA's. This will include what actions can be taken to address the issues in each area and how the Council will measure these improvements.

Throughout 2024, in addition to Nitrogen dioxide monitoring, the Council has been focused on investigating levels of Particulate Matter throughout the district. Particulate Matter is made up of very fine particles that are considered to be the most harmful to human health. They are so small that they cannot be seen by the human eye.

The Council currently has two TEOM's (located at continuous monitor sites in Enderby), and a network of Zephyrs® that measure Particulate Matter particles sized 2.5µm and 10 µm (PM_{2.5} and PM₁₀). The Air Quality Objectives for Particulate Matter are for annual average levels to be no greater than 20µg/m³ and a future target of annual levels to be no greater than 10µg/m³ by the year 2040. All sites in 2024 recorded average annual mean levels below the 2040 target. The highest annual average observed was 7.9µg/m³ which was recorded at the Narborough Road South location. This is encouraging as it is below the future 2040 target of 10µg/m³. Detailed results can be viewed in section 2.3 and tables A.7-A.8 of this report. Locations of all the Zephyr® sites can be viewed in Appendix D; Figures 13-14.

Actions to Improve Air Quality

Whilst air quality has improved significantly in recent decades, there are some areas where local action is needed to protect people and the environment from the effects of air pollution.

The Council's two AQMA's were declared due to exceedances of Nitrogen dioxide, which are mainly due to elevated levels of road transportation. The Council has been continuously monitoring these areas with Air Quality Monitoring Stations, Diffusion tubes and Zephyrs®, and as previously stated is in the process of writing an Action Plan to address the Air Quality issues within the district.

The Council has been involved in many different projects during 2024 aimed at raising awareness, reducing emissions and improving air quality within the district:

- The Council continued to be partnered with the Big Community Switch throughout 2024, a scheme designed to help residents find and understand competitive tariffs with energy suppliers. This scheme helps promote uptake of greener forms of energy, focusing on 100% renewable energy helping householders cut their carbon emissions. The council will be continuing this into 2025: [Blaby Switch and Save – Blaby District Council](#)
- Blaby District Council has an incentive scheme to encourage the use of Ultra Low Emissions Vehicles (ULEV) and Electric Vehicles (EV) through the Hackney Carriage and Private Hire Licensing Policy for 2022- 2027. The Licensing Department offers a reduction in fees, 50% for EV's and 25% for ULEV's, for Operators who license a vehicle under any of these categories. In 2024, Blaby had two hybrid vehicles signed up to the scheme.
- The Council continues to take measures to reduce its own impact on air quality. In 2024, all Refuse Collection Vehicles used Hydrogenated Vegetable Oil (HVO) to power the vehicles, which is a much greener substitute to fossil fuels. The Council remains committed to reducing emissions further and has plans to transition the whole fleet to electric vehicles over time. The Council's first Electric Road Sweeper was purchased in 2024, using grant monies from the 'Let's Go Electric' project that was awarded to the Council in 2023 by Defra. The grant was for £573,701 which, in addition to the Road Sweeper, was used to convert one of the existing Refuse Vehicles to fully Electric. The Council took receipt of the finished vehicle in December 2024 ready for use in 2025. A vehicle naming competition was held for both the Road Sweeper and Refuse Vehicle in 2024 with local school children. The winning children each received a prize and were invited to take part in a tour of the Council's Depot to raise awareness of the initiative.
- In 2023, Councillors for Blaby District agreed to invest more than £1 million on solar panels and charging points at the Councils Depot site in Whetstone. There will be a total of 306 panels located on the office buildings, workshop and stores. The panels will offer a carbon reduction of approximately 25 tonnes of Carbon dioxide per year and will cut on-site energy usage by around 43%. The plans were approved and installation started in 2024. The Depot also has three EV slow charging stations and two other EV charging stations (including one mobile).
- In 2023, the Council was awarded a grant from Defra to investigate and communicate Air Quality levels to the public, specifically in regard to Particulate

Matter levels. The grant enabled the Council to add to its existing network of Zephyrs® that are installed in locations across the district. The Zephyrs® have been connected to a public portal, purchased by Public Health at Leicestershire County Council as part of their duty to local initiatives that reduce public health impacts of environmental risks. The portal is in the final stages of preparation for being public facing and is due to be launched in 2025. The portal will enable residents to view 'real-time' Air Quality' levels for both Nitrogen dioxide and Particulate Matter. This will enable residents to make informed decisions before going out and help those residents who may be more vulnerable than others in respect to their health needs.

- In 2024, Blaby District Council was approached by Narborough Parish Council regarding their concerns on air quality. The Leicester to Birmingham railway line runs through the old part of the village to the south and hosts a station and level crossing. This causes traffic to queue either side of the crossing mainly impacting the small village centre of Narborough. Blaby District Council undertook a project to investigate the Parish Councils' concerns. The project identified no exceedances for Nitrogen dioxide or Particulate Matter and the findings were shared publicly which was welcomed by the Parish. The report is available on Blaby District Council's website: [Narborough Air Quality Review](#)
- In March 2024, a representative from Blaby District Council attended the Northern Air Quality conference in Manchester. The conference hosted a range of speakers discussing topics around Nitrogen dioxide and Particulate Matter, sharing projects, ideas and information that could help improve air quality. One of the projects shared was called the Schools' Air Quality Monitoring for Health and Education project, known as SAMHE. It provided schools with a free Air Quality monitor that measures Particulate Matter, Carbon dioxide and Volatile Organic Compounds (VOCs) and provided information on how to get children involved as well as providing learning materials. Blaby District Council distributed this information out to several schools as a trial and Sharnford school signed up to scheme.
- Solar Together is a partnership between Leicestershire County Council and all local District and Borough Councils in the area. It is a group-buying scheme to enable Leicestershire households to get high-quality Solar Panels, Batteries and Electric Vehicle Chargers at competitive prices. The 2024 scheme launched in times of high cost-of-living pressures and, although it would save residents in the long run, many

households are struggling. Therefore, the number of households registering an interest was down on previous years but still encouraging. Blaby District Council had 496 households registering an interest, of which 99 went ahead. A total of 495 Solar Panels were installed resulting in an estimated Carbon dioxide reduction of 43,611 Kg in the first year.

- Greener Living Leicestershire is a collaboration between local authorities and the County Council in Leicestershire to help achieve net-zero goals. The main focus areas are energy efficiency, carbon reduction, climate adaption, sustainable transport and community engagement, all of which link to air quality. Flex-D is part of the scheme which will see 63 Electric Vehicle charging points installed across the county. This will see a charging hub at Enderby Leisure Centre comprising of twelve 7kW Electric Vehicle charging points, due to be installed in 2026 and potentially three other sites in the district as part of the Electric Vehicle rural car club scheme. The Greener Living Leicestershire scheme also includes various other schemes aimed at improving residents' homes, heating and insulation, such as the Home Upgrade Grant (HUG), ECO Flex, and the Home Energy Retrofit Offer (HERO).
- The Council has historically gained funds via financial contributions from developers, known as section 106 (s106) agreements. In 2016, the Council secured s106 funding regarding the future housing development off Cork Lane in the Glen Parva parish of the Blaby District. The Council was paid the s106 monies in December 2024 and this will be used towards the cost of Nitrogen dioxide monitoring in the area in Whetstone previously known as AQMA 4B: Enderby Road, Whetstone as agreed. The Council also secured s106 funds from the Castle Acres development (Fosse Park extension). This funding was used to purchase and maintain Blaby 5 AQMS, also known as CM6, together with 2 Zephyrs®.
- In 2024, the Council was responsible for monitoring 33 installations within the district that require an Environmental Permit to operate. These installations all require an Environmental Permit due to the risks they could pose to air quality and are subject to conditions and inspections to ensure ongoing compliance.
- Environmental Officers from the Council attend the bi-annual Croft Quarry Liaison Group. The group acts as a forum for discussion between the Quarry Operators, Leicestershire County Council, Blaby District Council and adjacent Parish Councils.

It ensures ongoing compliance of the quarry activities and enables any issues to be discussed and acted upon quickly.

- Blaby District Council takes an active role in the Air Quality and Health Partnership, which is led by Leicestershire County Council Public Health. This Partnership is made up of District, Borough, and Leicestershire County Council officers working together on implementing a shared Action Plan based on identified air quality issues. The Action Plan was developed as part of the Leicestershire Health Needs Assessment: Air Quality and Health 2024, which sets priorities for collaborative efforts to improve air quality and health throughout the County.
- Bikeability is a scheme run by Leicestershire County Council for local schools within the County. The scheme enables primary schools to access free cycle training through the national Bikeability programme, which is funded by the Department for Transport. The training teaches safe riding, encourages active travel and benefits children's health and well-being. In 2024, 20 state funded schools out of a possible 28 in the Blaby District area, signed up to the scheme.
- Choose How You Move is a partnership project which encourages active travel methods within Leicestershire. It's aims are to assist and encourage residents to improve health through fitness, save money and help the environment. The scheme provides information on how to travel around the district using a variety of different methods, such as cycle paths to make cycling safer and easier, public transport information and links and walking routes. It also has sections for schools and businesses in addition to residents....[A smarter way to travel for Leicester and Leicestershire < Choose How You Move](#)
- In 2024, Blaby District Council published its Active Travel Strategy. The Active Travel Strategy's ambition is for the transport network to be characterised by high quality infrastructure plans to improve the options for day-to-day travel for both commuting and leisure. It aims to promote, encourage and build upon modes of transportation powered by physical activity such as walking, wheeling and cycling.
- Blaby District Council offers incentives to encourage active travel to its staff. This includes schemes such as the cycle salary sacrifice and a pool of electric bikes available for staff use.

Conclusions and Priorities

Whilst some areas remain of concern for air quality in the district, there were no exceedances of any of the Air Quality Objectives in 2024. Overall, the trends over the past 5 years show that, in most areas of the district, the air quality is improving. This is promising as the Blaby District has two motorways running through it, the M1 and M69, and a major junction connecting them. The districts two AQMA's (AQMA 6 Mill Hill, Enderby and AQMA 7 Lubbethorpe Road, Braunstone Town) are close to this busy junction and many of the issues arise from commuters travelling through the district. The AQMA's will be the Councils focus in 2025 and will be the focus of the new Air Quality Action Plan 2025 – 2029 that is currently being drafted. It is due to be released in draft form, ready for consultation in the Summer of 2025 and a final version is expected to be released in late 2025/early 2026.

The Council will continue to monitor air pollutant levels across the whole district, with particular emphasis on the current and recently revoked AQMAs. The Council will continue to review current locations of Air Quality monitors and Diffusion Tubes and will reposition sites where the Air Quality levels are comfortably below the objectives. Additional mobile monitoring will be done to allow Blaby District Council to identify and investigate any new Air Quality issues that may arise.

The Council will continue to liaise with partners such as Leicestershire County Council (Public Health, and Environment and Transport) to help tackle the issues and ensure ongoing compliance with the Air Quality Objectives.

How to get Involved

Everyone can get involved in improving the Air Quality in the district. Both residents and businesses can look at the way they travel from place to place using sustainable travel options, such as walking or taking the bus, to reduce dependency on cars when possible. Residents and businesses can also look to make their homes and offices more efficient and less harmful to health. Below are some ways that people can get involved:

Travel

- Choose How You Move is a partnership between Leicestershire County and City Councils and is funded by the Department for Transport. It provides travel information and advice on ways to travel around the whole of Leicestershire,

alongside promoting events and highlighting schemes to help residents, schools and businesses. It hosts information on walking, cycling, public transport and cars. It encourages the use of car sharing and active travel through a reward scheme called 'BetterPoints'. This scheme enables residents to earn points and redeem them for rewards. [...A smarter way to travel for Leicester and Leicestershire < Choose How You Move](#)

Using active travel methods where possible, not only reduces vehicle emissions but also helps to improve physical health and wellbeing.

- The Fox Connect is an on-demand bus service which connects the rural areas of south-west Leicestershire. The service uses low-emission vehicles and can be booked through an app or phonenumber. It is better for the environment due to its low emissions and is only taking people from A to B instead of following a set route that continually runs regardless of the number of people using it: [FoxConnect](#)

Heating

- The past few years have seen the rising costs of living and many residents are looking at ways to lower heating costs. Heat Pumps, insulation and Solar Panels are all efficient ways of keeping a property warm, they are better for the environment and have lower ongoing costs. However, the initial installation costs can put many people off. Blaby District Council are partnered with the group Green Living Leicestershire and provide grants to help some residents with these costs: [Energy Advice – Blaby District Council](#). There is also a scheme called Solar Together which helps residents get competitive prices for high quality solar panels: [Solar Together – Blaby District Council](#).
- Smoke Control Areas (SCAs) control emissions of smoke from domestic and certain industrial chimneys, through the Clean Air Act 1993. The parishes that lie adjacent to the built-up area of Leicester are designated SCAs: [Smoke Control Order – Blaby District Council](#). Residents must ensure when installing appliances that they are approved for use within a smoke control area: [Exempt Appliances – Clean Air Act Data Entry System](#)

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1 Local Air Quality Management

This report provides an overview of air quality in Blaby District during 2024. It fulfils the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995), as amended by the Environment Act (2021), and the relevant Policy and Technical Guidance documents.

The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not the Air Quality Objectives are likely to be achieved. Where an exceedance is considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in order to achieve and maintain the objectives and the dates by which each measure will be carried out. This Annual Status Report (ASR) is an annual requirement showing the strategies employed by Blaby District Council to improve air quality and any progress that has been made.

The statutory Air Quality Objectives applicable to LAQM in England are presented in Table F.1.

2 Actions to Improve Air Quality

2.1 Air Quality Management Areas

Air Quality Management Areas (AQMA) are declared when there is an exceedance or likely exceedance of an Air Quality Objective. After declaration, the Authority should prepare an Air Quality Action Plan (AQAP) within 18 months. The AQAP should specify how Air Quality Targets will be achieved and maintained, and provide dates by which measures will be carried out.

A summary of AQMA declared by Blaby District Council can be found in Table 2.1. The table presents a description of the six AQMA(s) that were designated within Blaby district during the reporting year of 2024. Appendix D provides maps of AQMA and also the air quality monitoring locations in relation to the AQMA. The air quality objectives pertinent to all of the AQMA designations in 2024 are as follows:

- NO₂ annual mean 40µg/m³

Continuous monitoring has been in place for the duration of the declared AQMA, and additional monitoring has allowed the Council to investigate potential new areas of concern. In 2022, this was the case for a small area within Braunstone Town, which is in close proximity to several major road networks. The area is at the junction of Lubbesthorpe Road and Narborough Road South and monitoring indicated an exceedance of the annual mean Air Quality Objective for NO₂ and the exceedance recorded was 43µg/m³ once distance corrected (see monitoring results in Appendix A). There was a delay with Defra approving the Councils ASR in 2023 due to a measurement error within the report. This was rectified but led to a delay with the AQMA formally being declared. The AQMA was declared in November 2024 after conducting the required consultation period. This AQMA is known as AQMA 7: Lubbesthorpe Road, Braunstone Town. The recorded Air Quality levels have been improving since the issues were identified, with levels of annual mean NO₂ in 2023 of 35.7µg/m³ (distance corrected) and in 2024, 29.7µg/m³ (distance corrected).

The Councils continuous monitoring also indicated that four out of the five previously declared AQMA were now compliant with the Air Quality Objectives annual mean for

NO₂, and that they had been for five years or more. Defra advises that 'where there have been no exceedances for the past five years, local authorities must proceed with plans to revoke the AQMA'. Therefore, in November 2024, after the required consultation period, the four compliant AQMAs were revoked as follows:

- AQMA 1: A5460 Narborough Road South- Declared 2001; Revoked 2024
- AQMA 2: M1 Corridor in Enderby and Narborough- Declared 2001; Revoked 2024
- AQMA 3: M1 corridor between Thorpe Astley and Kirby Muxloe- Declared 2001; Revoked 2024
- AQMA 4B: Enderby Road, Whetstone- Declared 2005; Revoked 2024

Air Quality continues to be monitored in these locations to ensure ongoing compliance.

AQMA 6 located in Mill Hill, Enderby has recorded no exceedances of the Air Quality objectives since 2022, but will continue as an AQMA in line with Defra guidelines until five consecutive years of compliance has been achieved. The Mill Hill site is situated on a 'through road' that links New Lubbethorpe, industrial estates and Parishes to the west of Blaby District to the high-density road networks that link to both the M1 and M69.

A new AQAP is currently being drafted to address the Air Quality issues within the districts two AQMAs and to ensure the ongoing compliance with the Air Quality Objectives within the whole district.

Table 2.1 – Declared Air Quality Management Areas

| AQMA Name | Date of Declaration | Pollutants and Air Quality Objectives | One Line Description | Is air quality in the AQMA influenced by roads controlled by Highways England? | Level of Exceedance: Declaration | Level of Exceedance: Current Year | Number of Years Compliant with Air Quality Objective | Name and Date of AQAP Publication | Web Link to AQAP |
|---|-----------------------|---------------------------------------|---|--|----------------------------------|-----------------------------------|--|-----------------------------------|---|
| AQMA 1: A5460 Narborough Road South* | Declared January 2001 | NO ₂ Annual Mean | Residential properties along a small section of Narborough Road South to the extent of Blaby District | NO | 50 µg/m ³ | 19.2 µg/m ³ | 7 years | Air Quality Action Plan 2021-2025 | air-quality-action-plan-2021-2025.pdf |
| AQMA 2: M1 corridor in Enderby and Narborough* | Declared January 2001 | NO ₂ Annual Mean | Residential properties adjacent to the M1, between around 1.5km and 3km south of Junction 21 | YES | 50 µg/m ³ | 18.9 µg/m ³ | 7 years | Air Quality Action Plan 2021-2025 | air-quality-action-plan-2021-2025.pdf |
| AQMA 3: M1 corridor between Thorpe Astley and Kirby Muxloe* | Declared January 2001 | NO ₂ Annual Mean | Residential properties adjacent to the M1 and A47 between Thorpe Astley and Kirby Muxloe | YES | 60 µg/m ³ | 30.0 µg/m ³ | 6 years | Air Quality Action Plan 2021-2025 | air-quality-action-plan-2021-2025.pdf |

| AQMA Name | Date of Declaration | Pollutants and Air Quality Objectives | One Line Description | Is air quality in the AQMA influenced by roads controlled by Highways England? | Level of Exceedance: Declaration | Level of Exceedance: Current Year | Number of Years Compliant with Air Quality Objective | Name and Date of AQAP Publication | Web Link to AQAP |
|--|------------------------|---------------------------------------|---|--|----------------------------------|-----------------------------------|--|-----------------------------------|---|
| AQMA 4B: Enderby Road, Whetstone* | Declared October 2005 | NO ₂ Annual Mean | Residential properties along Enderby Road, Whetstone | NO | 50 µg/m ³ | 17.5 µg/m ³ | 7 years | Air Quality Action Plan 2021-2025 | air-quality-action-plan-2021-2025.pdf |
| AQMA 6: Mill Hill, Enderby | Declared October 2018 | NO ₂ Annual Mean | Residential properties along Hall Walk and Mill Hill, Enderby | NO | 43 µg/m ³ | 35.3 µg/m ³ | 2 years | Air Quality Action Plan 2021-2025 | air-quality-action-plan-2021-2025.pdf |
| AQMA 7: Lubbesthorpe Road, Braunstone Town | Declared November 2024 | NO ₂ Annual Mean | Residential properties surrounding the area | NO | 43 µg/m ³ | 29.7 µg/m ³ | 2 years | N/a** | N/a** |

☒ Blaby District Council confirm the information on UK-Air regarding their AQMA(s) is up to date.

☒ Blaby District Council confirm that all current AQAPs have been submitted to Defra.

* AQMAs 1, 2, 3 and 4B were all revoked on 27th November 2024 due to compliance with the Air Quality Objectives.

** The AQAP for AQMA7 and an updated AQAP for AQMA6 is currently being developed and will be published in 2025/2026.

2.2 Progress and Impact of Measures to address Air Quality in Blaby District Council

Defra's appraisal of last year's ASR concluded:

"The report is well structured, detailed, and provides the information specified in the Guidance. The following comments are designed to help inform future reports:

1. The details in Table 2.1 do not match the details in the AQMA portal. There are differences between the dates of declaration for all AQMAs as well as the AQMA descriptions.
2. There are inconsistencies between the site ID's reported at the bottom of Tables A.1/B.1 and Table C.1. These inconsistencies need to be corrected prior to publication of the ASR in 2024.
3. BDC have discussed the monitoring trends for each area of the district as well as each AQMA. This is appreciated. However, figures are not provided showing any of the trends in monitoring results at diffusion tube monitoring sites, these should be included in future ASRs. Additionally, the concentrations recorded, or changes could be quantified in this discussion.
4. BDC have included a clear statement of adherence to the Defra diffusion tube monitoring calendar. This should be continued.
5. BDC have included limited details on key measures they completed in 2023 as well as their priorities for the upcoming year of reporting.
6. Appendix D includes clear figures showing the location of all monitoring sites as well as AQMA boundaries and tables showing the monitoring concentration at each site. This is appreciated and should be continued in future ASRs."

In response to the comments made by Defra upon accepting the 2024 ASR, the following has been completed:

1: Table 2.1 now matches the dates, names and descriptions as stated on the LAQM portal. AQMA 6 is showing as amended on the portal due to a new shapefile being added as requested by LAQM. All AQMA's are included in table 2.1 as they were only revoked in November 2024. This information now matches the LAQM portal.

- 2: The inconsistencies between the site ID's reported at the bottom of Tables A.1/B.1 and Table C.1 were corrected prior to publication of the 2024 ASR.
3. Figures have been included in the discussion of monitoring trends in the AQMAs and across the district for the 2025 ASR submission.
4. This has been included in the 2025 ASR.
5. More detail has been provided in the 2025 ASR
6. This has been included in the 2025 ASR.

Blaby District Council's existing five-year AQAP was written in 2020 and published in 2021, in a time of great uncertainty when the UK and the rest of the world were still recovering from the impacts of Covid-19. The availability of funding and staffing issues meant that many of the actions on the AQAP were repetitive and hard to measure. However, since writing the report, the Council has worked hard to produce and achieve actions that have enabled the revocation of four of the AQMAs and improved the Air Quality in the district as a whole. This is supported by monitoring results in tables A.2 and A.3. These additional actions, which are detailed below, have seen big investments in the Council's time, effort and funding to improve Air Quality. The years following the 2021-2025 AQAP have also seen the Council successfully bid and receive Defra funded grants towards specific Air Quality projects, not mentioned in the AQAP. As already mentioned, the Council is currently writing the AQAP for 2026-2030 and plans to release the draft version for consultation in Summer 2025. The Council will ensure that the measures are wide ranging and measurable and will engage with partners, residents, businesses and stakeholders to continue to improve air quality in the district.

AQAP 2021-2025 measures

Details of all measures completed for the 2021-2025 AQAP, in progress or planned, are set out in Table 2.2. There are 26 measures included within Table 2.2, with the type of measure and the progress the Council have made during the reporting year of 2024 presented. Where there have been, or continue to be, barriers restricting the implementation of the measure, these are also presented within Table 2.2. More detail on these measures can be found in their respective Action Plans.

Measures 1-3: AQMA 1 A5460 Narborough Road South- In 2024, two Zephyrs® were located in close proximity to the AQMA to increase monitoring in the area and identify trends. The Zephyrs® provided additional resource to confirm the areas compliance with the Air Quality Objectives and this AQMA was revoked in November 2024. The site will continue to be monitored to ensure ongoing compliance.

Measures 4-6: AQMA 2 M1 Corridor in Enderby and Narborough- In 2024, continued monitoring confirmed the area remained compliant with the Air Quality Objectives and this AQMA was revoked in 2024. The continuous monitor (CM1) in close proximity to this site will be decommissioned in 2025 and the equipment used in other locations within the district to investigate and monitor Air Quality. The site will continue to be monitored to ensure ongoing compliance.

Measures 7-10: AQMA 3 M1 Corridor between Thorpe Astley and Leicester Forest East- In 2024, continued monitoring, along with additional data from a nearby Zephyr®, confirmed the areas was compliant with the Air Quality Objectives and that it had been for the required three years and was therefore revoked in November 2024. The site will continue to be monitored to ensure ongoing compliance.

Measures 11-14: AQMA 4B Enderby Road, Whetstone- In 2024, continued monitoring confirmed the area was compliant with the Air Quality Objectives and had been so for the required three years and was therefore revoked in November 2024. The Council did receive some objections to the revocations during the consultation period and reassured residents and the Parish Council that the area would continue to be monitored to ensure it remains compliant. The Council previously applied for section 106 monies in relation to a nearby development to be used within AQMA 4B for Air Quality monitoring. The funds were released to the Council in December 2024 and proposals are due to be submitted in Autumn 2025.

Measure 15-19: AQMA 6 Mill Hill Enderby- In 2024, monitoring indicated the area was compliant with the National Air Quality Objectives, but it did not have the required three years compliance to be able to revoke the AQMA. The area had revealed NO₂ levels had increased at some of the monitoring sites within the AQMA, which can be viewed in table A.2 and discussed in section 3.2 of this report. There is also a Zephyr® located within the AQMA to provide additional monitoring, and these results can be seen in appendix E. The Zephyr® recorded an annual mean of 31.9µg/m³ for NO₂, which although is not

recognised as approved reference method for ASR purposes, it is close to the 31.5µg/m³ recorded at the continuous monitor CM5.

The new AQAP being drafted will be focused on implementing measurable actions to improve the Air Quality within this AQMA and it is anticipated the area will be revoked in 2028 following five years of continuous compliance. The Council could look to revoke the AQMA after only three years compliance, but due to ongoing developments in the area, the team would prefer to have the maximum five years compliance before revocation.

Wider Measures

20- Promoting Travel Alternatives: The Health and Leisure Team at Blaby District Council are continuously working hard to promote active travel across the district. A new Active Travel Strategy was approved and published in 2024: [Active Travel Strategy – Blaby District Council](#).

21- Behavioural change project with businesses in vicinity of AQMA: Completed in previous years: This involved Council Officers attending and delivering business breakfast sessions, hosted by Blaby District Council, to raise awareness on Air Quality and how businesses can make a positive difference through employee travel plans and incentives for green travel.

22- Behavioural change within schools: Completed in previous years. The Countdown to Clean Air project finished in 2023, this involved educational sessions, assemblies and fun activities for children and parents to take part in to encourage active travel to and from schools.

23- Develop a partnership to create a charging network across the district: Flex-D is a current project being run collaboratively with local authorities and Leicestershire County Council. The project will see 63 Electric Vehicle charging points installed across the county including a charging hub at Enderby Leisure Centre comprising of twelve 7kW Electric Vehicle charging points, due to be installed in 2025. The project also involved establishing a rural chargers project.

24- Engage with the taxi drivers to encourage the switch to electric vehicles: The Council approved The Hackney Carriage and Private Hire Licensing Policy for 2022 – 2027. The policy incentivises the use of Ultra Low Emission Vehicles (ULEV) and Electric Vehicles (EV). The Licensing Department offers reductions in the fees for Operators and Drivers who license a vehicle under any of these categories.

25- Improve air quality information on BDC website: The Website was updated in 2024 and is currently awaiting the addition of a 'live portal' which will enable residents and business to view local air quality in real time. This is part of the Particulates Matter project in conjunction with Public Health Leicestershire, of which more detail can be read in below in additional measures.

26- Use the Pan Regional Transport Model (PRTM) to build an Air quality model- Aborted, as reported in previous years ASR.

Additional measures not included in the AQAP 2021-2025

Fleet conversion- Blaby District Council converted it's Refuse Collection Vehicles from diesel fuel to Hydrogenated Vegetable Oil (HVO) in 2023. HVO is a greener form of diesel derived from waste oils and reduces carbon emissions by around 90% in comparison to fossil fuels. 2024 was the first full year of using the greener fuel and is estimated to have reduced the Councils carbon emissions by 80%. Compared to fossil fuels, HVO has lower levels of Nitrogen oxides and Particulate Matter, making it a better option for improving Air Quality.

Lets Go Electric- In 2023, the Council applied and was successfully granted an Air Quality grant for £573,701 towards the conversion of some of the fleet to Electric. This enabled the Council to explore and test different options to ensure the funding delivered the best options both financially and environmentally. In 2024, an all-electric Road Sweeper was purchased, and the remaining funds were used to convert one of the existing diesel Refuse Collection Vehicles to an Electric Refuse Collection Vehicle. The Road Sweeper is already active and is being used in both of the AQMAs and the Refuse Collection Vehicle will be ready for usage in 2025.

Solar Panels- Solar Together-The Council have been promoting ways for residents to access greener energy. This helps towards improving air quality, whilst saving money in the longer term. The scheme is known as Solar Together and is a partnership between Leicestershire County Council and all local District and Borough Councils in the area. In 2024, 99 households signed up to the scheme and a total of 495 Solar Panels were installed resulting in an estimated Carbon dioxide reduction of 43,611 Kg in the first year of usage.

PM project- In 2023, the Council applied for, and was awarded, a Defra Air Quality grant in regard to investigating PM levels and communicating these to the public. The grant enabled the Council to add to its existing network of Zephyrs® that are installed in locations across the district, which also enabled wider monitoring of NO₂ in addition to PM levels. A public portal was purchased by Public Health Leicestershire with the aim of having a county wide Air Quality hub that all districts could add their Zephyrs® to. The portal is in the final stages of production and is due to be launched in the summer of 2025. The portal will enable residents to view 'real-time' Air Quality levels for both Nitrogen dioxide and Particulate Matter. This will enable them to make informed decisions before going out and help those residents who may be more vulnerable than others in respect to their health needs.

Blaby District Council's priorities for the coming year are:

- **To develop and implement a new Air Quality Action Plan 2025 - 2029 for Blaby District Council** - to ensure all plans are measurable and achievable within the specified timeframe. The new AQMA 7 Lubbethorpe Road in Braunstone Town will be one of the priority areas for measures alongside AQMA 6 Mill Hill in Enderby.
- **To continue to investigate and monitor a wide range of areas throughout the district** - to ensure locations are regularly reviewed and repositioned when required.
- **To investigate and apply for any available funding sources that may become available-** to assist the Council in it's commitment to improving Air Quality.

Blaby District Council worked to implement these measures in partnership with the following stakeholders during 2024:

- The Air Quality and Health Partnership- including neighbouring authorities, Leicestershire County Council and Leicestershire Public Health.
- Leicestershire County Council Transport
- BDC Health and Leisure Team
- BDC Development Management
- BDC Communications Team
- NHS- Primary Care Network
- BDC Net Zero Programme Delivery Officer

The principal challenges and barriers to implementation that Blaby District Council anticipates facing, are the upcoming changes to the structure of Council. The Council intends to continue as normal but is not able to predict what the future structure and funding levels will look like once local government reform is implemented.

Table 2.2 – Progress on Measures to Improve Air Quality

Blaby District Council are in the process of writing a new AQAP following the declaration of AQMA 7. All measures to improve air quality are therefore being reviewed. The below measures are from the Blaby District Council Air Quality Action Plan 2021-2025.

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|---------------------|--|-------------------------------|---|---------------------------------|------------------------------------|------------------------|----------------|------------------|---------------------------|----------------|--|---|--|---------------------------------------|
| 7 – AQMA 3 | Gather information from local sources and interrogate air quality monitoring data to inform actions and support bids for funding. To include reconsideration of source apportionment | Traffic Management | Other | 2019 | 2030 | BDC | BDC | Not funded | < £10k | Completed | N/A | Clearer picture of traffic flows and effects on air quality | Data gathered throughout the year using a variety of sources | AQMA 3 has now been revoked |
| 16 - AQMA 6 | Increased air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | 2020 | 2023 | BDC | BDC/ Defra | Partially funded | £10k - 50k | Completed | N/A | Additional Monitors installed | Monitoring has been increased, and monitoring locations have been reviewed. | |
| 22 - Wider measures | Behavioural change project with schools | Promoting Travel Alternatives | School Travel Plans | 2020 | 2024 | BDC | BDC/DEFRA | Funded | £10k - 50k | Completed | N/A | Completion of project | <ul style="list-style-type: none"> * Delivering Air Quality and Active Travel educational session and assemblies to schools. * Creation and delivery of engaging activities for schools – linking in initiatives such as Clean Air Day and Great Big Green Week to showcase the multitude of positive benefits. * Beat the Street Programme – which encouraged students to use alternative and more environmentally friendly methods of travel. Small games were held across the north of Blaby District which includes | |

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|--|--|--------------------|---|---------------------------------|------------------------------------|---|---------------------------------|------------------|---------------------------|----------------|--|---|---|---------------------------------------|
| | | | | | | | | | | | | | Enderby and Glenfield. These games seen 11 primary schools take part as well as several community groups/businesses. A total of 33 boxes were installed, 3053 players took part, and 24,314 miles were covered on bike, scooter, or foot, which increased active travel over a four-week period between May and June 2022 and subsequently had the potential to improve air quality | |
| 1 - AQMA 1 A5460 Narborough Road South | Gather information from local sources and interrogate air quality monitoring data to inform actions and support bids for funding | Traffic Management | Urban Traffic Control (UTC), Congestion management, traffic reduction | Summer 2021 | September 2023 | Blaby District Council (BDC), Leicestershire County Council (LCC), Leicester City Council | BDC and Defra Air Quality Grant | Partially Funded | < £10k | Completed | N/A | Clearer picture of traffic flows and effects on air quality | Data gathered throughout the year using a variety of sources | AQMA 1 has now been revoked |
| 2 - AQMA 1 A5460 Narborough Road South | Integrate traffic management (for example, SCOOT) with air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | 2025 | LCC | To be identified | Not Funded | N/A | Aborted | N/A | Systems integrated | This work is dependent upon the outcome of Measure 1 | AQMA 1 has now been revoked |
| 3 - AQMA1 A5460 Narborough Road South | Improve driver information about air quality, for example, signs and active signs | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | 2025 | LCC | To be identified | Not Funded | N/A | Completed | N/A | Signs installed | Current signs already active in Park and Ride locations such as Fosse Park and Narborough Road South | AQMA 1 has now been revoked |
| 4 - AQMA 2 M1 corridor in Enderby and Narborough | Gather information from local sources and interrogate air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | September 2023 | BDC | BDC | Not funded | < £10k | Completed | N/A | Clearer picture of traffic flows and effects on air quality | Data gathered throughout the year using a variety of sources | AQMA 2 has now been revoked |

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|---|---|--------------------|---|---------------------------------|------------------------------------|------------------------|------------------|----------------|---------------------------|----------------|--|---|--|---------------------------------------|
| | data to inform actions and support bids for funding. To include reconsideration of source apportionment | | | | | | | | | | | | | |
| 5 - AQMA 2 M1 corridor in Enderby and Narborough | Integrate traffic management (for example, SCOOT) with air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | To be determined | LCC | To be identified | Not funded | N/A | Aborted | N/A | Systems integrated | Presentation completed by LCC showing research and future considerations | AQMA 2 has now been revoked |
| 6 - AQMA 2 M1 corridor in Enderby and Narborough | Improve driver information about air quality for example, signs and active signs | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | To be determined | LCC | To be identified | Not funded | N/A | Completed | N/A | Signs installed | Current signs already active in Park and Ride locations such as Fosse Park and Narborough Road South | AQMA 2 has now been revoked |
| 8 - AQMA 3 M1 corridor between Thorpe Astley and Leicester Forest East | Deliver Braunstone Crossroads junction improvement | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | To be determined | LCC /Developers | LCC/S106 money | Funded | £500k - £1 million | Planning | N/A | Junction improved | Awaiting date for implementation when development commences | AQMA 3 has now been revoked |
| 9 - AQMA 3 M1 corridor between Thorpe Astley and Leicester Forest East | Integrate traffic management (for example, SCOOT) with air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | 2025 | LCC | LCC | Not funded | N/A | Aborted | N/A | Systems integrated | Work was dependent upon the outcome of Measure 7 | AQMA 3 has now been revoked |
| 10 - AQMA 3 M1 corridor between Thorpe Astley and Leicester Forest East | Improve driver information about air quality for example, signs and active signs | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | 2025 | LCC | LCC | Not funded | < £10k | Completion | N/A | Signs installed | Park and Ride signs have been amended to represent appropriate wording | AQMA 3 has now been revoked |
| 11 - AQMA 4B Enderby Road, Whetstone | Gather information from local sources and interrogate air quality monitoring data to inform actions and | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | September 2023 | BDC | BDC | Not funded | < £10k | Completed | N/A | Clearer picture of traffic flows and effects on air quality | Data from 2022 and observations supports revocation of this AQMA | AQMA 4B has now been revoked |

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|--------------------------------------|--|--------------------|---|---------------------------------|------------------------------------|------------------------|--|----------------|---------------------------|----------------|--|---|--|---------------------------------------|
| | support bids for funding | | | | | | | | | | | | | |
| 12 - AQMA 4B Enderby Road, Whetstone | Integrate traffic management (for example, SCOOT) with air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | 2025 | LCC | LCC | Not funded | N/A | Aborted | N/A | Systems integrated | This work is dependent on the outcome of Measure 11 | AQMA 4B has now been revoked |
| 13 - AQMA 4B Enderby Road, Whetstone | Improve driver information about air quality for example, signs and active signs | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | 2025 | LCC | LCC | Not funded | N/A | Completed | N/A | Signs installed | LCC considered appropriate wording on new signage and effect it will have on drivers | AQMA 4B has now been revoked |
| 14 - AQMA 4B Enderby Road, Whetstone | Increased air quality monitoring on Enderby Road, Whetstone | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | To be determined | BDC | Section 106 from Cork Lane housing development | Not funded | N/A | Planning | N/A | Additional Monitor (s) installed | Development now commenced in Cork Lane and funds have been released. Currently assessing best use of funds and location | AQMA 4B has now been revoked |
| 15 - AQMA 6 Mill Hill, Enderby | Gather information from local sources and interrogate air quality monitoring data to inform actions and support bids for funding | Traffic Management | UTC, Congestion management, traffic reduction | Summer 2021 | September 2021 | BDC | BDC | Not funded | < £10k | Completed | N/A | Clearer picture of traffic flows and effects on air quality | Air Quality improvement officers undertook site observations and have compared this with monitored data, this information has been used to apply for further Air Quality grant funding | |
| 17 - AQMA 6 Mill Hill, Enderby | Integrate traffic management (for example, SCOOT) with air quality monitoring | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | To be determined | LCC | LCC | Not funded | £50k - £100k | Planning | N/A | Systems integrated | Ongoing implementation over coming years | |
| 18 - AQMA 6 Mill Hill, Enderby | Improve driver information about air quality for example, signs and active signs | Traffic Management | UTC, Congestion management, traffic reduction | To be determined | 2025 | LCC | LCC | Not funded | < £10k | Implementation | N/A | Signs installed | LCC considering appropriate wording on new signs and affect it will have on drivers. Current signs already active in Park and | |

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|--------------------------------|---|-------------------------------|---|---------------------------------|------------------------------------|------------------------|-----------------|----------------|---------------------------|----------------|--|---------------------------|--|---------------------------------------|
| | | | | | | | | | | | | | Ride signs such as nearby Fosse Park | |
| 19 - AQMA 6 Mill Hill, Enderby | Delivery of Enderby Relief Road | Traffic Management | Strategic highway improvements, Re-prioritising Road space away from cars, including Access management, Selective vehicle priority, bus priority, high vehicle occupancy lane | To be determined | 2025 | LCC /Developers | LCC /S106 money | Funded | > £10 million | Planning | N/A | Relief Road operational | Relevant planning application currently being processed | |
| 20 - Wider measures | Secure investment through The LLEP and Transforming Cities funding to improve our walking and cycling routes. To develop key routes across the district. To work with colleagues in Leicester City, LCC and Sustrans on improvements to our cycle routes. Promotion of our walking and cycling routes to increase usage and a change in residents' behaviour. Implementation of a Walk and Ride Connectivity strategy | Promoting Travel Alternatives | Promotion of walking | 2021 onwards | 2025 | BDC | BDC/DEFRA | Funded | Unknown | Implementation | N/A | Project completed | Liaison continued with work undertaken by the Health and Leisure Team , Leicester City Council and LCC | |
| 21 - Wider measures | Behavioural change project with businesses in | Promoting Travel Alternatives | Workplace Travel Planning | Autumn 2020 onwards | 2023 | BDC | BDC/DEFRA | Funded | < £10k | Completed | N/A | Completion of project | Further project work being coordinated with LCC | |

| Measure No. | Measure Title | Category | Classification | Year Measure Introduced in AQAP | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Funding Status | Estimated Cost of Measure | Measure Status | Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments / Barriers to Implementation |
|---------------------|--|----------------------------------|--|---------------------------------|------------------------------------|------------------------|----------------|----------------|---------------------------|----------------|--|---|--|---------------------------------------|
| | vicinity of AQMA | | | | | | | | | | | | | |
| 23 - Wider measures | Develop a partnership to create a charging network across the district (public and private car parks, petrol stations, on street) | Promoting Low Emission Transport | Procuring alternative Refuelling infrastructure to promote Low Emission Vehicles, EV recharging, Gas fuel recharging | September 2020 | October 2022 | BDC | BDC | Funded | £100k - £500k | Completion | N/A | Completion of project | EV Chargers have been installed at several Council own car parks. | |
| 24 - Wider measures | Engage with the taxi drivers to encourage the switch to electric vehicles | Promoting Low Emission Transport | Taxi emission incentives | 2021 | 2022 | BDC | BDC | Funded | < £10k | Completion | N/A | Policies implemented | BDC approved The Hackney Carriage and Private Hire Licensing Policy for 2022 – 2027 to incentivise the use of Ultra Low Emission Vehicles (ULEV's) and Electric Vehicles (EV) | |
| 25 - Wider measures | Improve air quality information on BDC website | Public Information | Via the Internet | Summer 2021 | End of July 2021 | BDC | BDC | Not funded | < £10k | Completion | N/A | Improved webpages | Web page made easier to access information and reports. All the latest information and reports are now made available through BDC's website | |
| 26 - Wider measures | Use the Pan Regional Transport Model (PRTM) to build an Air Quality model to be able to assess proposed physical mitigation measures and provide the evidence to bid for funding | Traffic Management | UTC, Congestion management, traffic reduction | 2021 | To be determined | LCC | LCC | Not funded | N/A | Aborted | N/A | Clearer picture of traffic flows and effects on air quality | The main focus of the modelling was to be AQMA 6. However, monitoring has indicated that the situation may be simpler than originally envisaged and therefore this measure is no longer required | |

2.3 PM_{2.5} – Local Authority Approach to Reducing Emissions and/or Concentrations

As detailed in Policy Guidance LAQM.PG22 (Chapter 8) and the Air Quality Strategy¹, local authorities are expected to work towards reducing emissions and/or concentrations of fine Particulate Matter (PM_{2.5}). There is clear evidence that PM_{2.5} (Particulate Matter smaller 2.5 micrometres) has a significant impact on human health, including premature mortality, allergic reactions, and cardiovascular diseases.

Blaby District Council is taking the following measures to address PM_{2.5}:

To better identify areas of concern for PM_{2.5}, BDC uses two continuous monitoring stations and fifteen Zephyr® low cost monitoring devices to monitor concentrations of Particulate Matter in the district. Thirteen of the Zephyrs® were located in fixed locations in 2024, which can be seen in Appendix D Figures 13 and 14. The remaining two Zephyrs® are mobile and regularly moved around the district to investigate different locations. The Council recognises the low-cost monitoring devices are not approved reference methods, however they provide indicative results and can identify potential areas for further monitoring using approved reference methods. Table 2.3 below shows the monitoring results for 2024.

Planning applicants are required to submit a Construction Management Plan (CMP), including controls for dust emissions where relevant. These CMPs are reviewed by the Environmental Services Team to ensure mitigation methods are sufficient. Dust suppression techniques are also closely monitored through Environmental Permit Regulation Inspections. Processes with the potential to create

¹ Defra. Air Quality Strategy – Framework for Local Authority Delivery, August 2023

Particulate Matter such as Mobile Crushers, Concrete Suppliers and Timber Manufacturers are regularly inspected and appropriate action is taken for any breaches of conditions.

In 2024, there were 29 reports of domestic bonfires and 16 reports of commercial bonfires which were investigated by the Environmental Health Team. Additionally, four commercial smoking flue reports and 11 domestic smoking flues were investigated during 2024.

2.3.1 Table 2.3 Annual Zephyr PM_{2.5} Monitoring Results (µg/m³)

The following results are indicative only and no significant conclusions should be drawn from the data.

| Site ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Valid Data capture for monitoring period (%) | Valid Data Capture for 2024 (%) | 2022 | 2023 | 2024 |
|---------|------------------------------------|------------|-------------------------|---------------------------|----------------------|----------------------|--|---------------------------------|------|------|------|
| 945 | Narborough Rd S'th, Braunstone | Suburban | 466102 | 301332 | PM _{2.5} | No | 97.8 | 97.8 | 9.2 | 8.3 | 7.8 |
| 951 | Leisure Centre, Enderby | Roadside | 453942 | 298941 | PM _{2.5} | No | 99.2 | 99.2 | 7.5 | 6.6 | 6.4 |
| 966 | Playing Fields, Stoney Stanton | Rural | 448856 | 294497 | PM _{2.5} | No | 100.0 | 74.6 | | 7.4 | 9.4 |
| 967 | Pumping Station, Huncote | Roadside | 451513 | 297318 | PM _{2.5} | No | 99.7 | 99.7 | | 6.2 | 6.1 |
| 970 | Croft Quarry 1, Croft | Industrial | 451509 | 296215 | PM _{2.5} | No | 98.7 | 82.2 | | 7.0 | 7.1 |
| 1020 | Croft Recreational Ground, Croft | Industrial | 451760 | 295783 | PM _{2.5} | No | 100.0 | 29.8 | | 3.4 | 4.4 |
| 1020 | Sharnford School, Sharnford | Other | 448098 | 292190 | PM _{2.5} | No | 100.0 | 68.6 | | | 5.2 |
| 1045 | Croft Quarry 2, Croft | Industrial | 451435 | 296019 | PM _{2.5} | No | 99.6 | 64.5 | | | 7.2 |
| 1046 | Alyssum Way, Narborough | Roadside | 452881 | 298059 | PM _{2.5} | No | 99.7 | 99.7 | 7.7 | 8.2 | 5.7 |
| 1049 | Osiers Nature Reserve, Braunstone | Other | 455543 | 300718 | PM _{2.5} | No | 99.4 | 94.8 | | | 4.1 |
| 1283 | Stelle Way, Glenfield | Other | 454709 | 306981 | PM _{2.5} | No | 98.9 | 94.5 | | | 5.9 |
| 1324 | Brierfield Rd, Cosby | Roadside | 454809 | 294565 | PM _{2.5} | No | 99.5 | 99.5 | | 6.1 | 6.1 |
| 1432 | Hinckley Rd, Leicester Forest East | Roadside | 452555 | 303013 | PM _{2.5} | No | 97.8 | 97.8 | | 6.1 | 2.6 |

| Site ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Valid Data capture for monitoring period (%) | Valid Data Capture for 2024 (%) | 2022 | 2023 | 2024 |
|---------|--------------------|-----------|-------------------------|---------------------------|----------------------|----------------------|--|---------------------------------|------|------|------|
| 1484 | Mill Hill, Enderby | Roadside | 453509 | 299687 | PM _{2.5} | Yes- AQMA 6 | 99.5 | 99.5 | | 5.6 | 5.6 |

Notes:

The Zephyr® at site 1020 was moved part way through the year and therefore there are two results for this Zephyr®.

No results have been annualised.

3 Air Quality Monitoring Data and Comparison with Air Quality Objectives and National Compliance

This section sets out the monitoring undertaken during 2024 by the Council and how it compares with the relevant Air Quality Objectives. In addition, monitoring results are presented for a five-year period between 2020 and 2024 to allow monitoring trends to be identified and discussed.

3.1 Summary of Monitoring Undertaken

3.1.1 Automatic Monitoring Sites

The Council undertook automatic (continuous) monitoring at five sites during 2024. Table A.1 in Appendix A shows the details of the Automatic Monitoring Sites. NB. Local authorities do not have to report annually on the following pollutants: 1,3 butadiene, benzene, carbon monoxide and lead, unless local circumstances indicate there is a problem.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on how the monitors are calibrated and how the data has been adjusted are included in Appendix C.

3.1.2 Non-Automatic Monitoring Sites

The Council undertook Non-Automatic (i.e. passive) Monitoring of NO₂ at 28 sites during 2024. Table A.2 in Appendix A presents the details of the Non-Automatic Monitoring Sites.

The majority of Non-Automatic Monitoring Sites were kept the same from the previous year. The only exception being an additional Diffusion Tube placed on Coventry Road in Narborough. This was introduced after concerns were raised by the Parish Council about the air quality due to a nearby train barrier which often resulted in queuing traffic. After monitoring for 7 months, the annualised and bias-corrected result for this diffusion tube was 16.3 µg/m³. This therefore indicates there is not an NO₂ problem in this location, however monitoring will continue in 2025 to ensure compliance.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on Quality Assurance/Quality Control (QA/QC) for the Diffusion Tubes, including bias adjustments and any other adjustments applied (e.g. annualisation and/or distance correction), are included in Appendix C.

3.2 Individual Pollutants

The Air Quality monitoring results presented in this section are, where relevant, adjusted for bias, annualised (where the annual mean data capture is below 75% and greater than 25%), and distance corrected. Further details on adjustments are provided in Appendix C.

3.2.1 Nitrogen dioxide (NO₂)

Table A.3 and Table A.4 in Appendix A compare the ratified and adjusted monitored NO₂ annual mean concentrations for the past five years with the Air Quality Objective of 40µg/m³. Note that the concentration data presented represents the concentration at the location of the monitoring site, following the application of bias adjustment and annualisation, as required (i.e. the values are exclusive of any consideration to fall-off with distance adjustment).

For Diffusion Tubes, the full 2024 dataset of monthly mean values is provided in Appendix B. Note that the concentration data presented in Table B.1 includes distance corrected values, only where relevant.

Across the District

Overall, between 2024 and 2023 there was an increase in the annual mean concentrations of NO₂ at four of the five Automatic Monitoring Sites. Positively, however, there was a significant decrease at CM6 and the increases at CM1, CM4 and CM7 were small and do not show a trend towards concentrations increasing over the past five years. CM5 saw the largest increase from 19.1 µg/m³ in 2023 to 31.5 µg/m³ in 2024. This site is already within AQMA6 and therefore the Council will be looking at ways to decrease this as the new Air Quality Action Plan is drawn up over the next year.

Overall, between 2024 and 2023 there has been a decrease in annual mean NO₂ concentrations for Non-Automatic Monitoring Sites. Twenty three Diffusion Tubes saw a decrease in NO₂ concentrations, one site had the same reading between 2024 and 2023, and three sites saw an increase to the NO₂ concentrations. However, it is worth noting the

majority of these increases were marginal and do not show a trend towards NO₂ concentrations increasing over the past five years. When comparing the 2024 results to 2022, almost all Diffusion Tubes show a decrease in concentrations. The only exception to this is DT54, where the NO₂ concentrations have increased in 2024 since both 2022 and 2023. However, this is due to the Diffusion Tube being moved closer to the roadside and away from the closest receptor, due to access issues at the start of 2024.

Despite increases at certain locations in the district, no exceedances of the NO₂ annual mean concentration were recorded in 2024. This is an improvement on previous years, as exceedances were recorded at DT118 and DT4 prior to distance correction in 2023 and 2022. The sections below give detailed analysis on the NO₂ concentration changes within AQMAs:

AQMA 1 – A5460 Narborough Road South (now revoked)

The closest Diffusion Tube, DT1, to AQMA1 recorded an NO₂ annual mean concentration of 18.8 µg/m³. This Diffusion Tube has consistently showed values well below the annual mean objective and after several years of compliance, this AQMA has now been revoked.

AQMA 2 – M1 Corridor in Enderby and Narborough (now revoked)

DT48, within AQMA 2, has been consistently, significantly below the NO₂ annual mean concentration objective and this continued in 2024. An annual figure of 18.5 µg/m³ was recorded for 2024, which supported the AQMA's revocation in November 2024.

AQMA 3 – M1 Corridor between Thorpe Astley and Kirby Muxloe (now revoked)

CM4 saw an increase from 18.9 µg/m³ to 24.9 µg/m³ NO₂ concentrations in 2024 compared to 2023. However, this is still a decrease compared to the 2021 concentration of 26.9 µg/m³. All values for the past five years have been below the NO₂ annual mean concentration objective.

DT16 and DT57 both saw decreases between 2023 and 2024. These were 24.4 µg/m³ to 21.9 µg/m³ and 25.9 µg/m³ to 22.50 µg/m³, respectively. DT54 did increase to 29.3 µg/m³ from 23.6 µg/m³, however this Diffusion Tube was required to be moved closer to the roadside due to access issues, which would explain the increase.

All values continue to remain below the NO₂ annual mean concentration objective, and have done for the past five years and therefore this AQMA was also revoked in November 2024.

AQMA 4B – Enderby Road, Whetstone (now revoked)

DT20 has recorded consistently low concentrations for NO₂ for the past five years, with 2024 being recorded as 17.1 µg/m³. This supports the revocation in November 2024.

AQMA 6 – Mill Hill, Enderby

Mill Hill in Enderby remains the area with the highest concentration of monitoring in the district. CM5 did see a significant increase in NO₂ concentrations in comparison to 2023, with the annual mean increasing from 19.1 µg/m³ to 31.5 µg/m³.

Table A.5 in Appendix A compares the ratified continuous monitored NO₂ hourly mean concentrations for the past five years with the Air Quality Objective of 200µg/m³ (not to be exceeded more than 18 times per year). CM5 saw an increase in the NO₂ hourly mean concentrations as the 200µg/m³ was exceeded twice 2024, the first exceedance of this hourly mean concentration for the past five years. This is likely due to the nearby Lubbesthorpe Development increasing traffic levels, and the nearby motorways as Mill Hill is often used as an access route.

All Diffusion Tubes in the AQMA, DT4, DT41, DT115, DT117, DT118 and DT119, saw a decrease in results compared to 2023. However, many of these results remain close to the NO₂ annual mean average. The highest results recorded in 2024 was DT4 with 35.3 µg/m³. The data for DT118 is positive, as the recorded concentration in 2022 was 43.0 µg/m³, 40.3 µg/m³ in 2023 yet this reduced to 32.8 µg/m³ in 2024.

Mill Hill in Enderby will be an area of focus in the Blaby District Council AQAP.

Figure A.2 below shows the monitoring trends in AQMA 6.

AQMA 7 – Lubbesthorpe Road, Braunstone Town

This is the newest AQMA in Blaby District. An exceedance was recorded at CM6 in 2022 of 47.8 µg/m³, (43.0 µg/m³ once the value had been distanced corrected). However, since the initial exceedance, the AQMA has been compliant with the NO₂ annual mean objectives. CM6 recorded 40.2 µg/m³ in 2023, however once distanced corrected this became 35.7 µg/m³. In 2024 CM6 recorded 29.7 µg/m³ and therefore did not require distance correction last year.

DT89 had a marginal decrease from 22.2 µg/m³ to 22.0 µg/m³ from 2023 to 2024, as well as DT122 which decreased from 17.9 µg/m³ to 17.6 µg/m³. The remaining Diffusion Tube

in the AQMA, DT121, saw a more significant decrease from 18.3 $\mu\text{g}/\text{m}^3$ to 16.1 $\mu\text{g}/\text{m}^3$ from 2023 to 2024.

Overall, the results within AQMA7 have now been compliant with the NO_2 annual mean Objective in both 2023 and 2024. It is therefore promising that this AQMA may be revoked following another year of compliance in 2025. Close monitoring will still continue though, as the road is close to motorway access and is also close to Leicester City access roads.

Figure A.3 below shows the monitoring trends in AQMA 7.

Summary

Overall, most of the district saw decreases in NO_2 concentrations and all monitoring in 2024 showed compliance with the NO_2 annual mean objectives. The area in the district which remains most concerning for air quality is AQMA6 at Mill Hill in Enderby, and it will be the main focus along with AQMA7 Lubbethorpe Road for the Councils new AQAP.

3.2.2 Particulate Matter (PM_{10})

Table A.6 in Appendix A: Monitoring Results compares the ratified and adjusted monitored PM_{10} annual mean concentrations for the past five years with the Air Quality Objective of 40 $\mu\text{g}/\text{m}^3$. There was a slight increase in 2024 to 13.6 $\mu\text{g}/\text{m}^3$ from 13 $\mu\text{g}/\text{m}^3$ the year previously. The results since 2021 suggests a trend of PM_{10} increasing over time. However, the results are still significantly below the annual mean Objective of 40 $\mu\text{g}/\text{m}^3$ and the 24-hourly mean objective of 50 $\mu\text{g}/\text{m}^3$.

Table A.7 in Appendix A compares the ratified continuous monitored PM_{10} daily mean concentrations for the past five years with the Air Quality Objective of 50 $\mu\text{g}/\text{m}^3$, not to be exceeded more than 35 times per year. Only one exceedance of 50 $\mu\text{g}/\text{m}^3$ was recorded for the monitoring year 2024.

3.2.3 Particulate Matter ($\text{PM}_{2.5}$)

Table A.8 in Appendix A presents the ratified and adjusted monitored $\text{PM}_{2.5}$ annual mean concentrations for the past five years.

CM5 shows a decrease in $\text{PM}_{2.5}$ concentrations from 9.1 $\mu\text{g}/\text{m}^3$ to 7.5 $\mu\text{g}/\text{m}^3$ in 2024.

PM_{10} data from CM1 data has been used to get an estimate for $\text{PM}_{2.5}$. Using the national conversion factor, an annual mean estimation of 7.6 $\mu\text{g}/\text{m}^3$ was calculated for 2024. This is

a slight increase from 7.1 $\mu\text{g}/\text{m}^3$ in 2023. However, it is worth noting that both of these are estimations.

Appendix A: Monitoring Results

Table A.1 – Details of Automatic Monitoring Sites

| Site ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? | Which AQMA? ⁽¹⁾ | Monitoring Technique | Distance to Relevant Exposure (m) ⁽²⁾ | Distance to kerb of nearest road (m) ⁽¹⁾ | Inlet Height (m) |
|---------|--|-----------|-------------------------|--------------------------|-------------------------------------|----------|--|--------------------------------------|--|---|------------------|
| CM1 | Blaby 1 (Packhorse Drive, Enderby) | Roadside | 454482 | 298573 | NO ₂ , PM ₁₀ | No | | Chemiluminescent; Gravimetric (TEOM) | 12.6 | 0.7 | 3.0 |
| CM4 | Blaby 4 (Hinckley Road, LFE) | Roadside | 453492 | 303315 | NO ₂ | No | Previously within now revoked AQMA 3 | Chemiluminescent | 22.0 | 3.6 | 1.5 |
| CM5 | Blaby 2 (Mill Hill, Enderby) | Roadside | 453594 | 299549 | NO ₂ , PM _{2.5} | Yes | AQMA 6: Mill Hill, Enderby | Chemiluminescent; Gravimetric (TEOM) | 4.0 | 1.0 | 1.5 |
| CM6 | Blaby 5 (Lubbesthorpe Road, Braunstone Town) | Roadside | 455722 | 300782 | NO ₂ | Yes | AQMA 7: Lubbesthorpe Road, Braunstone Town | Chemiluminescent | 5.8 | 2.7 | 1.5 |
| CM7 | Blaby 3 (Stamford Street, Glenfield) | Roadside | 453934 | 305999 | NO ₂ | No | | Chemiluminescent | 5.0 | 2.4 | 1.5 |

Notes:

(1) N/A if not applicable

(2) 0m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property).

Table A.2 – Details of Non-Automatic Monitoring Sites

| Diffusion Tube ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Distance to Relevant Exposure (m) ⁽¹⁾ | Distance to kerb of nearest road (m) ⁽²⁾ | Tube Co-located with a Continuous Analyser? | Tube Height (m) |
|-------------------|---------------------------------------|-----------|-------------------------|--------------------------|----------------------|----------------------|--|---|---|-----------------|
| 1 | Opposite 23 Kingsway, Braunstone Town | Suburban | 455975 | 301134 | NO ₂ | No | 11.0 | 1.5 | No | 2.2 |
| 4 | Hall Walk, Enderby (near CM5) | Roadside | 453605 | 299564 | NO ₂ | Yes, AQMA 6 | 2.9 | 1.3 | No | 1.9 |
| 16 | The Cottage, Ratby Lane, LFE | Roadside | 453235 | 304246 | NO ₂ | No | 15.0 | 5.4 | No | 1.8 |
| 20 | 159 Enderby Road, Whetstone | Roadside | 455819 | 297955 | NO ₂ | No | 0.0 | 4.8 | No | 1.8 |
| 31 | 5 Hinckley Road, Sapcote | Roadside | 448877 | 293447 | NO ₂ | No | 0.0 | 1.2 | No | 1.8 |
| 41 | 9 Mill Hill, Enderby | Roadside | 453467 | 299735 | NO ₂ | Yes, AQMA 6 | 0.0 | 3.8 | No | 1.7 |
| 48 | 98 Leicester Road, Enderby | Roadside | 454516 | 298138 | NO ₂ | No | 0.0 | 8.7 | No | 1.8 |
| 54 | 71 Hinckley Road, LFE | Roadside | 453579 | 303381 | NO ₂ | No | 24.6 | 3.2 | No | 1.9 |
| 57 | 6 Ratby Lane, LFE | Roadside | 454091 | 303599 | NO ₂ | No | 12.1 | 2.4 | No | 1.7 |
| 65 | 11 Stamford Street, Glenfield | Roadside | 453890 | 306039 | NO ₂ | No | 0.0 | 2.0 | No | 2.0 |

| Diffusion Tube ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Distance to Relevant Exposure (m) ⁽¹⁾ | Distance to kerb of nearest road (m) ⁽²⁾ | Tube Co-located with a Continuous Analyser? | Tube Height (m) |
|-------------------|---|-----------|-------------------------|--------------------------|----------------------|----------------------|--|---|---|-----------------|
| 69 | Railway Bridge, Station Road, Elmhurst | Roadside | 447035 | 295874 | NO ₂ | No | 51.2 | 1.2 | No | 1.9 |
| 73 | 1 New Road, Stoney Stanton | Roadside | 449033 | 294721 | NO ₂ | No | 6.7 | 2.4 | No | 1.9 |
| 74 | 3 Broughton Road, Stoney Stanton | Roadside | 449112 | 294707 | NO ₂ | No | 3.3 | 2.7 | No | 1.8 |
| 78 | Hinckley Road, M69 Junction, Sapcote | Roadside | 446182 | 293774 | NO ₂ | No | 95.0 | 1.4 | No | 1.8 |
| 84 | 8 Station Road, Glenfield | Roadside | 453915 | 306128 | NO ₂ | No | 6.6 | 1.2 | No | 2.0 |
| 89 | CM6, Lubbesthorpe Road, Braunstone Town | Suburban | 455732 | 300762 | NO ₂ | Yes, AQMA 7 | 6.1 | 2.2 | Yes | 1.6 |
| 96 | 1 Broughton Road, Stoney Stanton | Roadside | 449085 | 294702 | NO ₂ | No | 0.0 | 1.6 | No | 1.7 |
| 100 | Windsor Avenue, Glen Parva | Roadside | 458292 | 298314 | NO ₂ | No | 5.5 | 1.2 | No | 1.9 |
| 110 | LP 83, Desford Road, Enderby | Kerbside | 452957 | 300106 | NO ₂ | No | 484.0 | 0.3 | No | 1.8 |
| 112 | LP78, Mill Hill, Enderby | Kerbside | 453126 | 300011 | NO ₂ | No | 218.7 | 0.8 | No | 2.0 |

| Diffusion Tube ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Distance to Relevant Exposure (m) ⁽¹⁾ | Distance to kerb of nearest road (m) ⁽²⁾ | Tube Co-located with a Continuous Analyser? | Tube Height (m) |
|-------------------|---------------------------------------|-----------|-------------------------|--------------------------|----------------------|----------------------|--|---|---|-----------------|
| 114 | LP 71, Mill Hill, Enderby | Roadside | 453323 | 299851 | NO ₂ | No | 38.4 | 1.6 | No | 1.7 |
| 115 | 20 Mill Hill, Enderby | Roadside | 453435 | 299743 | NO ₂ | Yes, AQMA 6 | 0.0 | 2.5 | No | 2.0 |
| 117 | LP by walkway, Mill Hill, Enderby | Roadside | 453495 | 299696 | NO ₂ | Yes, AQMA 6 | 10.8 | 1.7 | No | 2.1 |
| 118 | LP 57, Hall Walk, Enderby | Roadside | 453673 | 299481 | NO ₂ | Yes, AQMA 6 | 22.3 | 1.1 | No | 1.9 |
| 119 | LP 62, Mill Hill, Enderby | Roadside | 453571 | 299634 | NO ₂ | Yes, AQMA 6 | 20.7 | 1.6 | No | 1.9 |
| 121 | 16 Lubbesthorpe Road, Braunstone Town | Suburban | 455702 | 300762 | NO ₂ | Yes, AQMA 7 | 0.0 | 16.6 | No | 1.6 |
| 122 | 20 Lubbesthorpe Road, Braunstone Town | Suburban | 455681 | 300776 | NO ₂ | Yes, AQMA 7 | 8.8 | 1.6 | No | 1.8 |
| 123 | 1 Coventry Road, Narborough | Roadside | 454028 | 297427 | NO ₂ | No | 7.9 | 2.8 | No | 2.0 |

Notes:

(1) 0m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property).

(2) N/A if not applicable.

Table A.3 – Annual Mean NO₂ Monitoring Results: Automatic Monitoring (µg/m³)

| Site ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|-------------------------|--------------------------|-----------|---|--|------|------|------------------|--------------------|------|
| CM1 | 454482 | 298573 | Roadside | 100.0 | 66.1 | 16 | 24.3 | 21.8 | 16.1 | 17.5 |
| CM4 | 453492 | 303315 | Roadside | 100.0 | 83.3 | 23.3 | 26.9 | 23.3 | 18.9 | 24.9 |
| CM5 | 453594 | 299549 | Roadside | 100.0 | 89.7 | 22.9 | 18.9 | 24.9 | 19.1 | 31.5 |
| CM6 | 455722 | 300782 | Roadside | 100.0 | 80.3 | 21 | 19.8 | 47.8 (43) | 40.2 (35.7) | 29.7 |
| CM7 | 453934 | 305999 | Roadside | 100.0 | 75.4 | 21.1 | 20.2 | 19.1 | 19.1 | 20.4 |

☒ Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

☒ Reported concentrations are those at the location of the monitoring site (annualised, as required), i.e. prior to any fall-off with distance correction.

☒ Where exceedances of the NO₂ annual mean objective occur at locations not representative of relevant exposure, the fall-off with distance concentration has been calculated and reported concentration provided in brackets for 2024.

Notes:

The annual mean concentrations are presented as µg/m³.

Exceedances of the NO₂ annual mean Objective of 40µg/m³ are shown in **bold**.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Concentrations are those at the location of monitoring and not those following any fall-off with distance adjustment.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table A.4 – Annual Mean NO₂ Monitoring Results: Non-Automatic Monitoring (µg/m³)

| Diffusion Tube ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|-------------------|-------------------------|--------------------------|-----------|---|--|------|------|-------------|------|------|
| 1 | 455975 | 301134 | Suburban | 100.0 | 81.1 | 20.5 | 20.0 | 24.7 | 18.8 | 18.8 |
| 4 | 453605 | 299564 | Roadside | 100.0 | 100.0 | 29.4 | 29.3 | 40.3 | 35.6 | 35.3 |
| 16 | 453235 | 304246 | Roadside | 100.0 | 100.0 | 22.2 | 21.8 | 28.1 | 24.4 | 21.9 |
| 20 | 455819 | 297955 | Roadside | 100.0 | 100.0 | 15.8 | 17.2 | 21.7 | 19.8 | 17.1 |
| 31 | 448877 | 293447 | Roadside | 100.0 | 83.0 | 11.5 | 11.6 | 16.2 | 14.8 | 12.6 |
| 41 | 453467 | 299735 | Roadside | 100.0 | 92.5 | 20.2 | 21.0 | 27.8 | 24.5 | 22.7 |
| 48 | 454516 | 298138 | Roadside | 100.0 | 92.5 | 18.2 | 18.3 | 23.8 | 20.7 | 18.5 |
| 54 | 453579 | 303381 | Roadside | 100.0 | 83.0 | 22.1 | 20.7 | 22.6 | 23.6 | 29.3 |
| 57 | 454091 | 303599 | Roadside | 100.0 | 100.0 | 22.0 | 24.0 | 28.3 | 25.9 | 22.0 |
| 65 | 453890 | 306039 | Roadside | 100.0 | 100.0 | 26.0 | 25.6 | 30.9 | 25.6 | 25.1 |
| 69 | 447035 | 295874 | Roadside | 100.0 | 83.0 | 12.9 | 14.5 | 15.3 | 13.8 | 14.0 |

| Diffusion Tube ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|-------------------|-------------------------|--------------------------|-----------|---|--|------|------|------|------|------|
| 73 | 449033 | 294721 | Roadside | 100.0 | 92.5 | 25.1 | 24.0 | 29.7 | 22.0 | 23.4 |
| 74 | 449112 | 294707 | Roadside | 100.0 | 92.5 | 20.4 | 21.1 | 22.8 | 23.3 | 21.0 |
| 78 | 446182 | 293774 | Roadside | 100.0 | 100.0 | 17.4 | 18.0 | 18.2 | 18.9 | 16.2 |
| 84 | 453915 | 306128 | Roadside | 100.0 | 100.0 | 20.7 | 22.0 | 27.7 | 24.0 | 22.3 |
| 89 | 455732 | 300762 | Suburban | 100.0 | 90.6 | | 19.9 | 25.7 | 22.2 | 22.0 |
| 96 | 449085 | 294702 | Roadside | 100.0 | 67.9 | | 25.0 | 29.8 | 28.0 | 27.4 |
| 100 | 458292 | 298314 | Roadside | 100.0 | 100.0 | | 10.7 | 12.8 | 12.5 | 10.3 |
| 110 | 452957 | 300106 | Kerbside | 100.0 | 100.0 | | | 24.2 | 22.9 | 17.9 |
| 112 | 453126 | 300011 | Kerbside | 100.0 | 92.5 | | | 36.8 | 34.1 | 31.2 |
| 114 | 453323 | 299851 | Roadside | 100.0 | 92.5 | | | 33.4 | 28.9 | 28.2 |
| 115 | 453435 | 299743 | Roadside | 100.0 | 92.5 | | | 33.5 | 28.6 | 27.3 |
| 117 | 453495 | 299696 | Roadside | 100.0 | 100.0 | | | 34.6 | 27.9 | 26.9 |

| Diffusion Tube ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|-------------------|-------------------------|--------------------------|-----------|---|--|------|------|-------------|-------------|------|
| 118 | 453673 | 299481 | Roadside | 100.0 | 92.5 | | | 43.0 | 40.3 | 32.8 |
| 119 | 453571 | 299634 | Roadside | 100.0 | 92.5 | | | 33.0 | 27.2 | 25.6 |
| 121 | 455702 | 300762 | Suburban | 100.0 | 100.0 | | | | 18.3 | 15.7 |
| 122 | 455681 | 300776 | Suburban | 100.0 | 92.5 | | | | 17.9 | 17.6 |
| 123 | 454028 | 297427 | Roadside | 100.0 | 49.1 | | | | | 15.9 |

☒ Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

☒ Diffusion tube data has been bias adjusted.

☒ Reported concentrations are those at the location of the monitoring site (bias adjusted and annualised, as required), i.e. prior to any fall-off with distance correction.

Notes:

The annual mean concentrations are presented as $\mu\text{g}/\text{m}^3$.

Exceedances of the NO₂ annual mean Objective of 40 $\mu\text{g}/\text{m}^3$ are shown in **bold**.

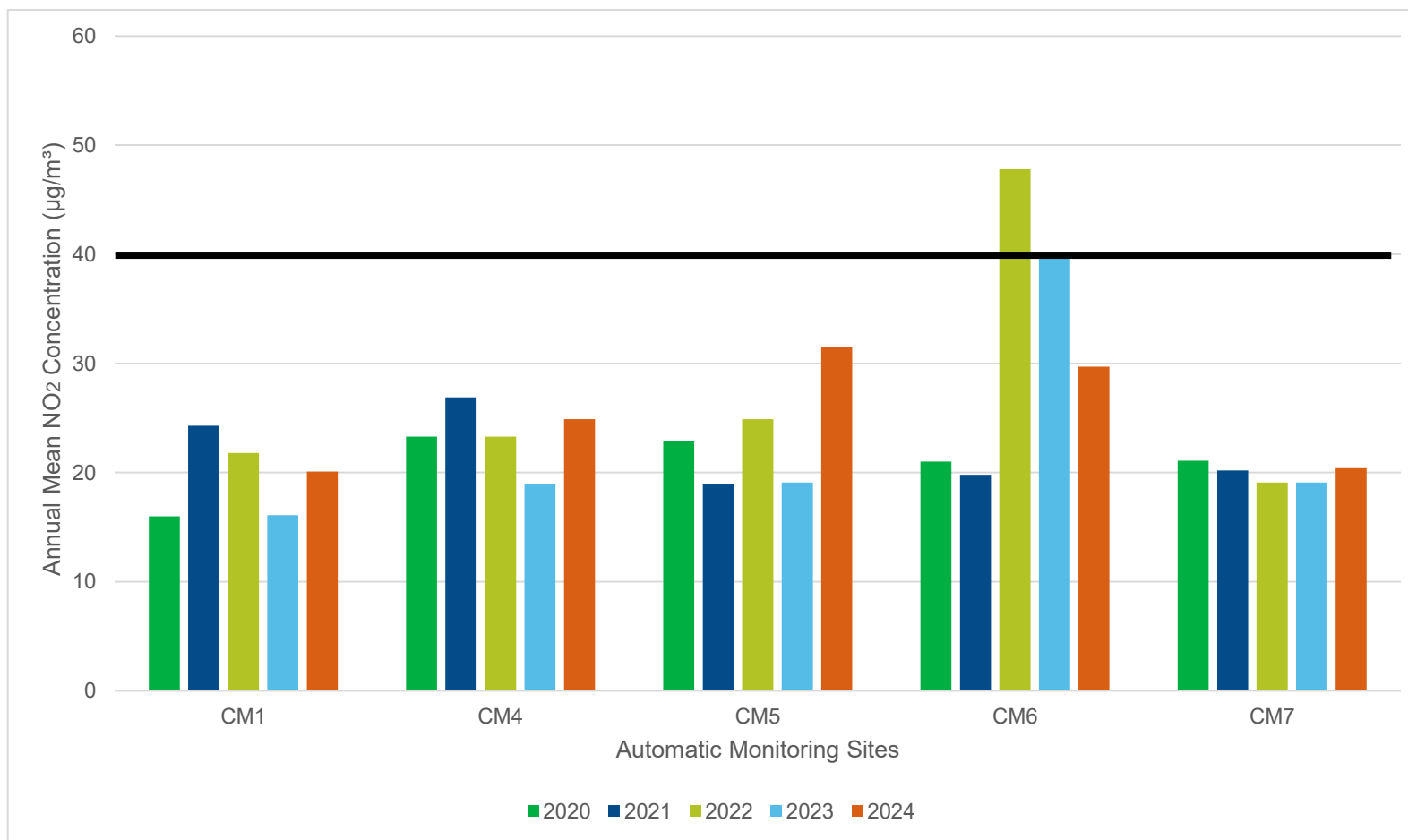
NO₂ annual means exceeding 60 $\mu\text{g}/\text{m}^3$, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Concentrations are those at the location of monitoring and not those following any fall-off with distance adjustment.

- (1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.
- (2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Figure A.1 – Trends in Annual Mean NO₂ Concentrations at Automatic Monitoring Sites

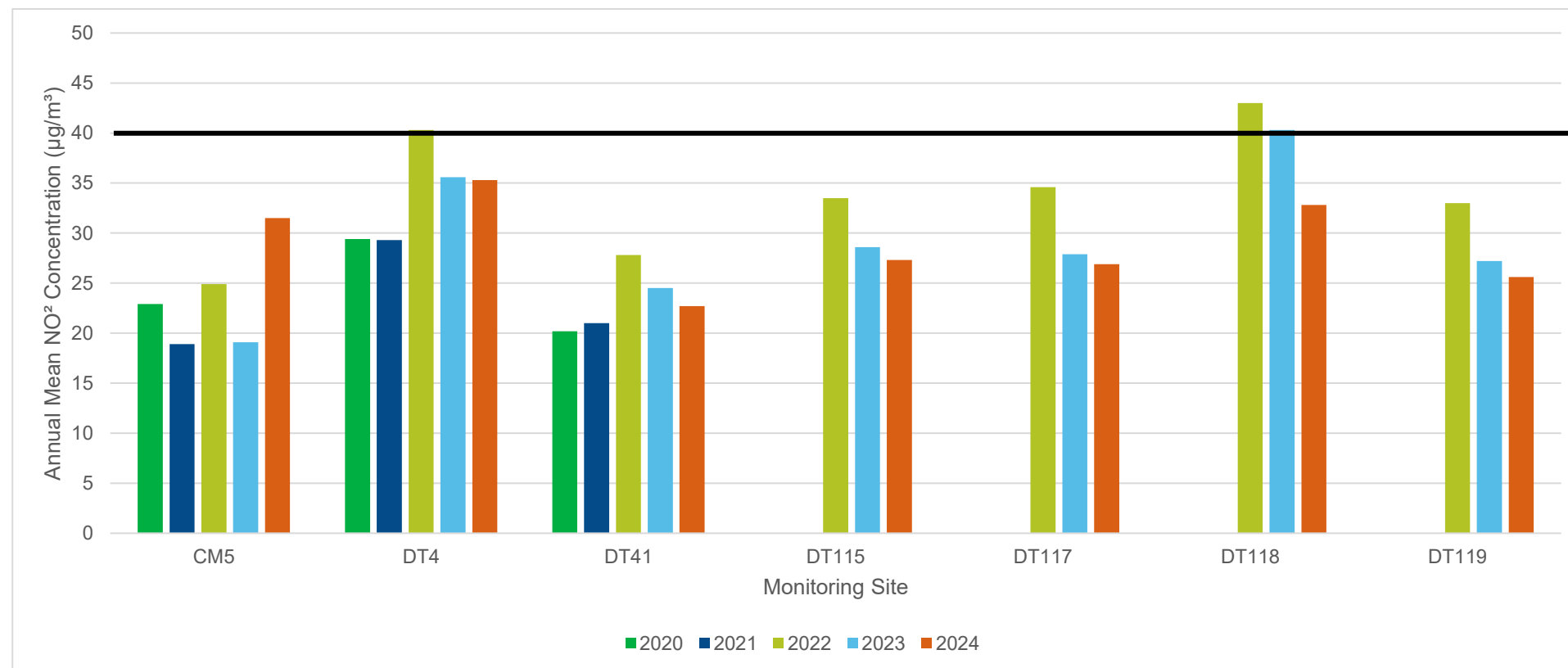


Notes:

Concentrations are not distance corrected.

The black line represents the annual mean objective for NO₂.

Figure A.2 - Trends in Annual Mean NO₂ Concentrations at AQMA 6: Mill Hill, Enderby

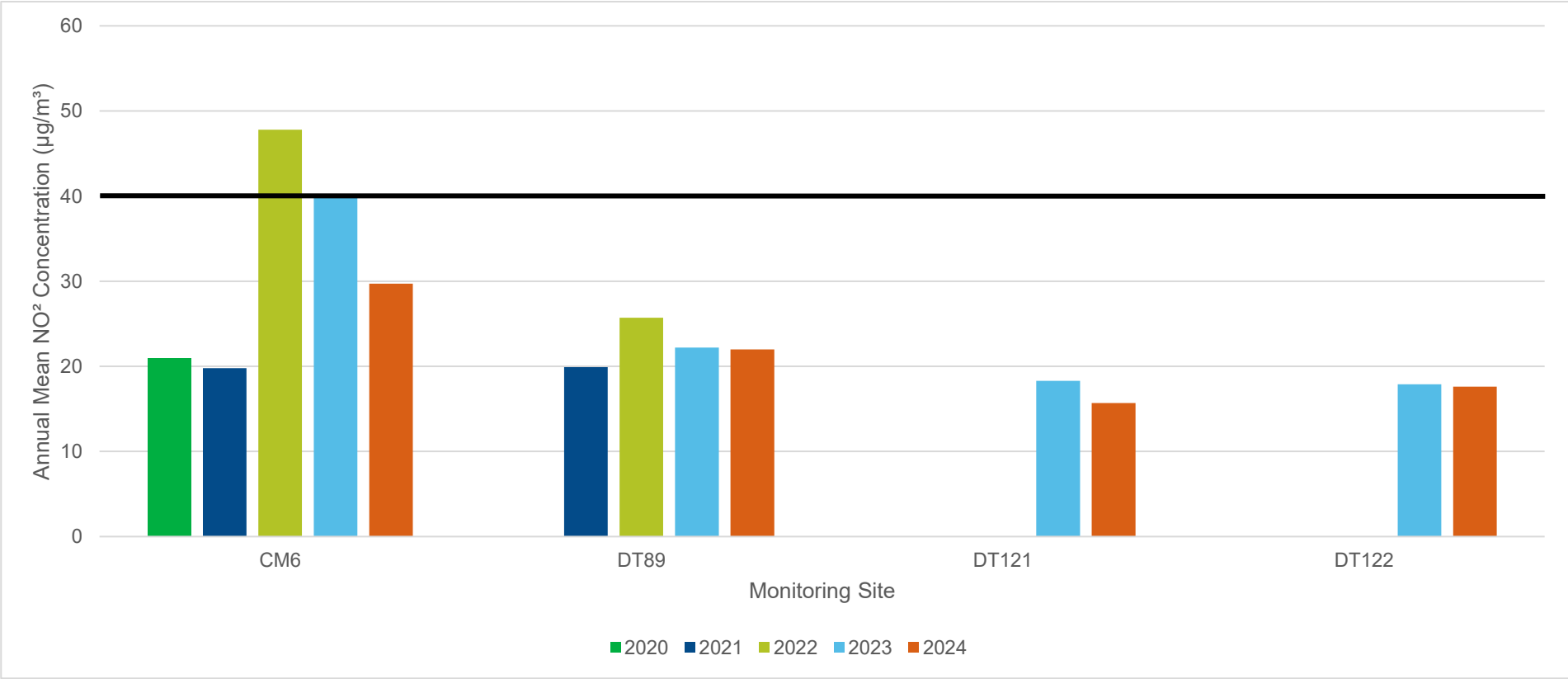


Notes:

Concentrations are not distance corrected.

The black line represents the annual mean objective for NO₂.

Figure A.3 – Trends in Annual Mean NO₂ Concentrations at AQMA 7: Lubbesthorpe Road, Braunstone Town



Notes:

Concentrations are not distance corrected.

The black line represents the annual mean objective for NO₂.

Table A.5 – 1-Hour Mean NO₂ Monitoring Results, Number of 1-Hour Means > 200µg/m³

| Site ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|-------------------------|--------------------------|-----------|---|--|------|------|------|----------|---------|
| CM1 | 454482 | 298573 | Roadside | 100.0 | 66.1 | 0 | 0 | 0 | 0 (90.4) | 0 (78) |
| CM4 | 453492 | 303315 | Roadside | 100.0 | 83.3 | 0 | 0 | 0 | 0 | 2 (165) |
| CM5 | 453594 | 299549 | Roadside | 100.0 | 89.7 | 0 | 0 | 0 | 0 | 0 |
| CM6 | 455722 | 300782 | Roadside | 100.0 | 80.3 | 0 | 0 | 0 | 0 | 0 (96) |
| CM7 | 453934 | 305999 | Roadside | 100.0 | 75.4 | 0 | 0 | 0 | 0 | 0 (88) |

Notes:

Results are presented as the number of 1-hour periods where concentrations greater than 200µg/m³ have been recorded.

Exceedances of the NO₂ 1-hour mean Objective (200µg/m³ not to be exceeded more than 18 times/year) are shown in **bold**.

If the period of valid data is less than 85%, the 99.8th percentile of 1-hour means is provided in brackets.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table A.6 – Annual Mean PM₁₀ Monitoring Results (µg/m³)

| Site ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|-------------------------|--------------------------|-----------|---|--|------|------|------|------|------|
| CM1 | 454482 | 298573 | Roadside | 100.0 | 95.0 | 11.5 | 10.8 | 11.7 | 13 | 13.6 |

☒ **Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.**

Notes:

The annual mean concentrations are presented as µg/m³.

Exceedances of the PM₁₀ annual mean Objective of 40µg/m³ are shown in **bold**.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Figure A.4 – Trends in Annual Mean PM₁₀ Concentrations

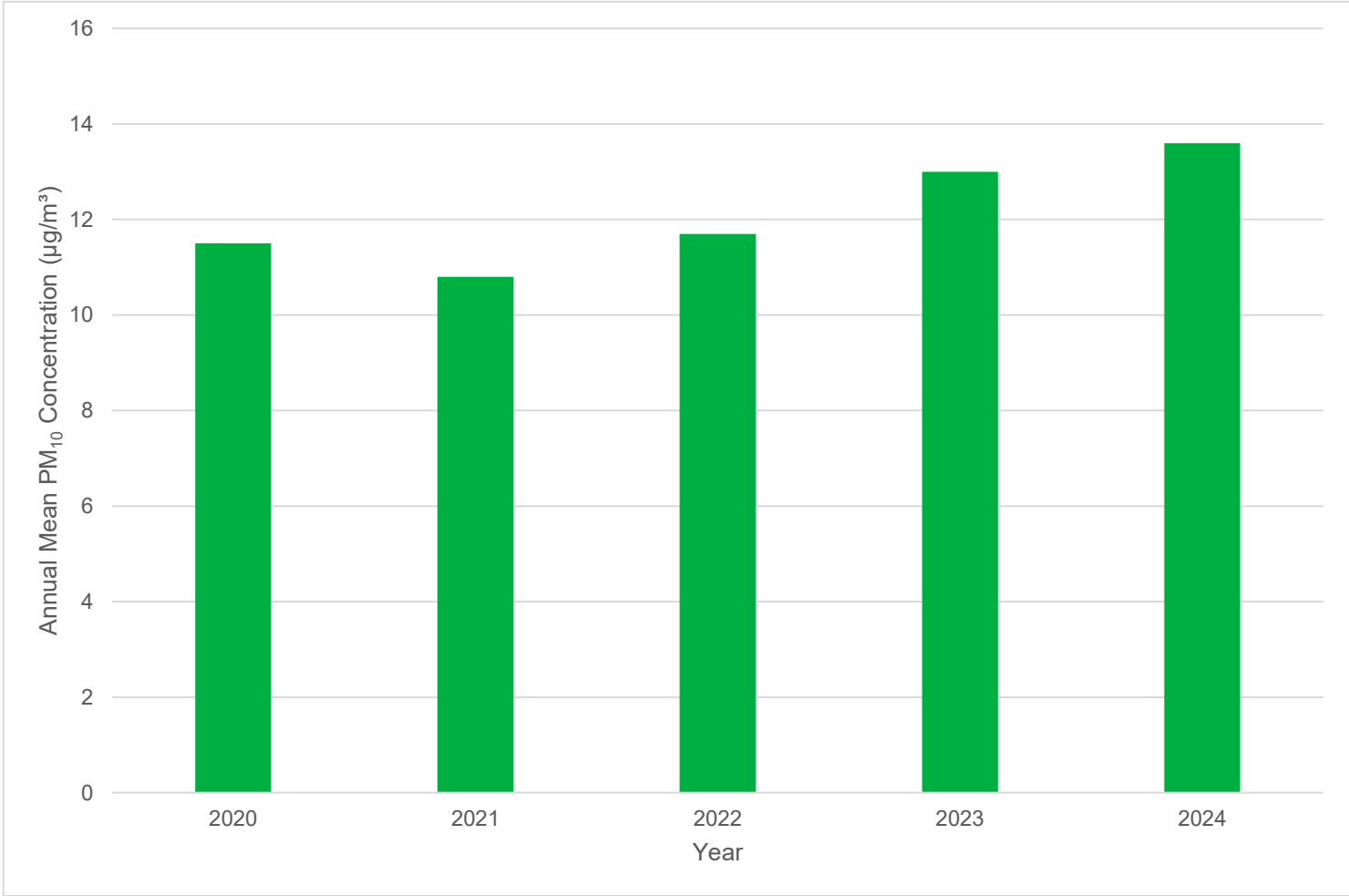


Table A.7 – 24-Hour Mean PM₁₀ Monitoring Results, Number of PM₁₀ 24-Hour Means > 50µg/m³

| Site ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|-------------------------|--------------------------|-----------|---|--|------|------|------|-------------------|------|
| CM1 | 454482 | 298573 | Roadside | 100.0 | 95.0 | 0 | 0 | 0 | 0 (14.5) | 1 |

Notes:

Results are presented as the number of 24-hour periods where daily mean concentrations greater than 50µg/m³ have been recorded.

Exceedances of the PM₁₀ 24-hour mean Objective (50µg/m³ not to be exceeded more than 35 times/year) are shown in **bold**.

If the period of valid data is less than 85%, the 90.4th percentile of 24-hour means is provided in brackets.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table A.8 – Annual Mean PM_{2.5} Monitoring Results (µg/m³)

| Site ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Site Type | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2024 (%) ⁽²⁾ | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|-------------------------|--------------------------|-----------|---|--|------|------|------|------|------|
| CM1 | 454482 | 298573 | Roadside | 100.0 | 95.0 | 8.1 | 7.6 | 8.2 | 7.1 | 7.6 |
| CM5 | 453594 | 299549 | Roadside | 100.0 | 94.4 | 8.4 | 8.4 | 5.2 | 9.1 | 7.5 |

☒ **Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.**

Notes:

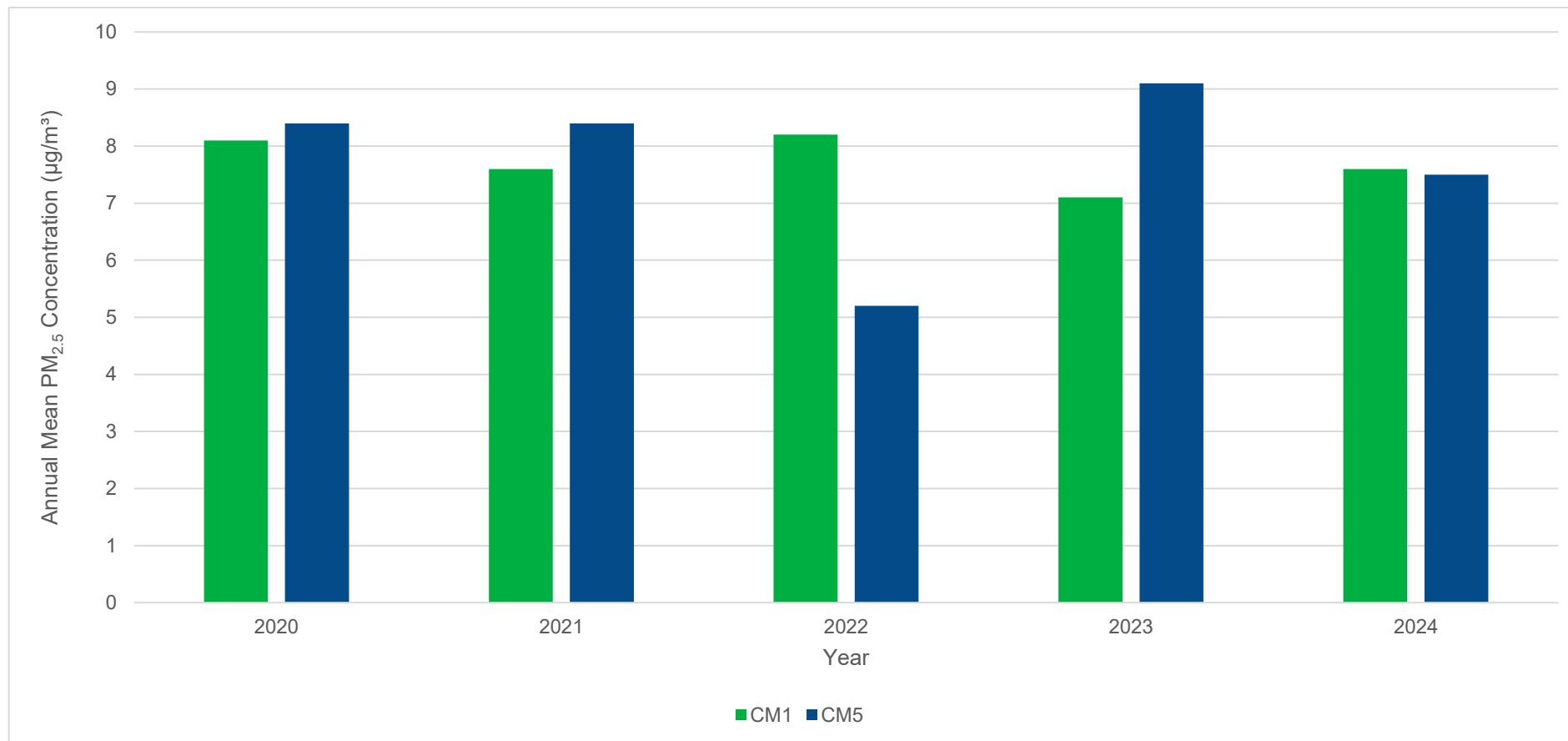
The annual mean concentrations are presented as µg/m³.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

CM1 data has been estimated using PM₁₀ data and the national conversion factor.

Figure A.5 – Trends in Annual Mean PM_{2.5} Concentrations**Notes:**

CM1 data is estimated using PM₁₀ data and the national conversion factor.

Appendix B: Full Monthly Diffusion Tube Results for 2024

Table B.1 – NO₂ 2024 Diffusion Tube Results (µg/m³)

| DT ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Annual Mean: Raw Data | Annual Mean: Annualised and Bias Adjusted | Annual Mean: Distance Corrected to Nearest Exposure | Comment |
|-------|-------------------------|---------------------------|------|------|------|------|------|------|------|------|------|------|------|------|-----------------------|---|---|---------|
| 1 | 455975 | 301134 | 29.2 | 28.4 | 27.8 | 21.2 | 23.1 | 18.1 | 16.5 | 16.2 | 25.0 | | 35.0 | | 24.1 | 18.8 | - | |
| 4 | 453605 | 299564 | 38.8 | 52.2 | 45.9 | 44.0 | 48.1 | 47.9 | 41.4 | 37.2 | 47.4 | 48.3 | 52.3 | 40.3 | 45.3 | 35.3 | - | |
| 16 | 453235 | 304246 | 30.5 | 35.1 | 26.9 | 27.3 | 25.3 | 34.5 | 27.3 | 27.5 | 24.1 | 30.5 | 34.2 | 13.3 | 28.0 | 21.9 | - | |
| 20 | 455819 | 297955 | 30.6 | 25.2 | 19.8 | 24.0 | 22.5 | 21.8 | 11.9 | 17.7 | 24.6 | 24.3 | 20.9 | 19.7 | 21.9 | 17.1 | - | |
| 31 | 448877 | 293447 | 13.2 | | 14.4 | 14.9 | 16.9 | 14.7 | | 13.5 | 16.3 | 21.2 | 28.8 | 7.9 | 16.2 | 12.6 | - | |
| 41 | 453467 | 299735 | 31.0 | 31.7 | 33.7 | 28.8 | 32.8 | 26.0 | 21.4 | 16.2 | | 35.4 | 39.9 | 22.8 | 29.1 | 22.7 | - | |
| 48 | 454516 | 298138 | 12.6 | 30.4 | 25.1 | 21.5 | 24.2 | 26.1 | 21.9 | 24.6 | | 26.0 | 29.3 | 18.6 | 23.7 | 18.5 | - | |
| 54 | 453579 | 303381 | 50.4 | 41.7 | | 32.3 | 35.9 | 36.3 | 31.6 | 31.2 | 31.3 | 38.1 | 46.5 | | 37.5 | 29.3 | - | |
| 57 | 454091 | 303599 | 34.5 | 28.3 | 32.3 | 27.6 | 16.9 | 28.8 | 24.0 | 20.2 | 29.2 | 27.7 | 39.8 | 28.6 | 28.2 | 22.0 | - | |
| 65 | 453890 | 306039 | 21.1 | 41.2 | 36.5 | 25.8 | 29.9 | 29.6 | 28.3 | 31.7 | 36.1 | 37.5 | 38.4 | 29.3 | 32.1 | 25.1 | - | |
| 69 | 447035 | 295874 | 19.5 | 23.2 | 18.8 | 15.2 | 19.7 | 16.5 | 14.9 | 15.4 | | | 27.3 | 8.9 | 17.9 | 14.0 | - | |
| 73 | 449033 | 294721 | 34.6 | 33.1 | 26.2 | 28.4 | 27.1 | 31.8 | 26.0 | 30.0 | | 28.2 | 38.9 | 25.8 | 30.0 | 23.4 | - | |
| 74 | 449112 | 294707 | 28.9 | 25.5 | 22.4 | 25.6 | 27.1 | 25.8 | 21.9 | 24.0 | | 28.1 | 38.8 | 28.7 | 27.0 | 21.0 | - | |
| 78 | 446182 | 293774 | 25.5 | 26.0 | 26.2 | 17.4 | 20.2 | 15.9 | 16.3 | 16.5 | 19.6 | 21.9 | 26.8 | 17.0 | 20.8 | 16.2 | - | |
| 84 | 453915 | 306128 | 34.4 | 32.9 | 27.1 | 28.5 | 23.8 | 28.6 | 23.5 | 25.4 | 28.1 | 32.1 | 27.9 | 30.3 | 28.6 | 22.3 | - | |
| 89 | 455732 | 300762 | 33.1 | 38.4 | 28.8 | 24.0 | 25.0 | 23.1 | 20.6 | | 24.6 | 29.6 | 34.7 | 27.8 | 28.2 | 22.0 | - | |
| 96 | 449085 | 294702 | | | 31.5 | 32.7 | 33.3 | 34.9 | | 33.8 | | 37.7 | 38.1 | 28.0 | 33.8 | 27.4 | - | |

| DT ID | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Annual Mean: Raw Data | Annual Mean: Annualised and Bias Adjusted | Annual Mean: Distance Corrected to Nearest Exposure | Comment |
|-------|-------------------------|---------------------------|------|------|------|------|------|------|------|------|------|------|------|------|-----------------------|---|---|---------|
| 100 | 458292 | 298314 | 11.3 | 13.0 | 13.2 | 13.7 | 12.2 | 9.4 | 6.8 | 9.3 | 16.2 | 15.5 | 21.3 | 16.3 | 13.2 | 10.3 | - | |
| 110 | 452957 | 300106 | 10.5 | 23.8 | 27.9 | 22.8 | 23.7 | 20.0 | 23.7 | 18.1 | 24.2 | 30.6 | 30.5 | 20.1 | 23.0 | 17.9 | - | |
| 112 | 453126 | 300011 | 47.2 | 47.3 | 41.2 | 40.3 | 37.5 | 36.4 | 34.7 | 36.3 | | 45.0 | 42.9 | 30.6 | 39.9 | 31.2 | - | |
| 114 | 453323 | 299851 | 43.1 | 36.8 | 40.8 | 41.6 | 32.7 | 38.0 | 27.6 | 29.9 | | 37.6 | 41.7 | 28.0 | 36.2 | 28.2 | - | |
| 115 | 453435 | 299743 | 36.9 | 41.5 | 37.0 | 31.9 | 35.3 | 35.8 | 31.2 | 30.2 | | 37.7 | 39.0 | 28.0 | 35.0 | 27.3 | - | |
| 117 | 453495 | 299696 | 29.1 | 44.8 | 39.4 | 36.1 | 31.4 | 32.9 | 27.7 | 28.1 | 36.6 | 32.1 | 42.2 | 33.1 | 34.5 | 26.9 | - | |
| 118 | 453673 | 299481 | 34.3 | 47.6 | 55.2 | 50.5 | 49.7 | 38.4 | 24.8 | 31.5 | | 41.6 | 50.7 | 38.5 | 42.1 | 32.8 | - | |
| 119 | 453571 | 299634 | 38.8 | 36.6 | 33.9 | 23.5 | 35.7 | 33.7 | 25.6 | 27.7 | | 37.7 | 42.5 | 25.4 | 32.8 | 25.6 | - | |
| 121 | 455702 | 300762 | 23.9 | 24.7 | 22.6 | 17.1 | 18.4 | 16.0 | 16.6 | 17.5 | 16.5 | 23.1 | 24.7 | 20.6 | 20.1 | 15.7 | - | |
| 122 | 455681 | 300776 | 29.9 | 30.1 | 25.2 | 19.6 | 21.2 | 18.2 | 17.3 | 16.3 | | 26.6 | 24.0 | 20.1 | 22.6 | 17.6 | - | |
| 123 | 454028 | 297427 | | | | | | 18.7 | 22.3 | 25.0 | 30.9 | | 13.0 | 7.0 | 19.5 | 15.9 | - | |

☒ All erroneous data has been removed from the NO₂ diffusion tube dataset presented in Table B.1.

☒ Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

☐ Local bias adjustment factor used.

☒ National bias adjustment factor used.

☒ Where applicable, data has been distance corrected for relevant exposure in the final column.

☒ Blaby District Council confirm that all 2024 diffusion tube data has been uploaded to the Diffusion Tube Data Entry System.

Notes:

Exceedances of the NO₂ annual mean Objective of 40µg/m³ are shown in **bold**.

NO₂ annual means exceeding 60µg/m³, indicating a potential exceedance of the NO₂ 1-hour mean Objective are shown in **bold and underlined**.

See Appendix C for details on bias adjustment and annualisation.

Appendix C: Supporting Technical Information / Air Quality Monitoring Data QA/QC

New or Changed Sources Identified Within Blaby District Council During 2024

Blaby District Council had one new Environmental Permit added to its register in 2024. Permitted processes require a permit to operate and require regular inspections to ensure adherence to permit conditions.

New Significant planning applications received during 2024 and an update on planning proposals mentioned in the 2024 ASR

- **Blaby Golf Range** – A planning application was received in 2024 proposing up to 200 new dwellings. This application is currently pending a decision, and this is expected in 2025.
- **Land east of Willoughby Road, Countesthorpe** – A planning application was received in 2024 proposing up to 185 new dwellings. The application is also currently pending a decision, with this expected in 2025.
- **Lubbesthorpe Development** – This is a sustainable urban extension to the west of the M1 consisting of a proposed 4,250 in total in addition to associated facilities. Phase One is nearing completion, and the remaining phases are expected to be completed in the 2030s.
- **Extension to Croft Quarry** - Original permission to extend the quarry and other operations on the wider quarry site was granted by Leicestershire County Council in 2022. An application to vary the timetable for the operation of the actual quarry was made in September 2024 to Leicestershire County Council. This application is currently pending a decision.
- **Land north of A47 Hinckley Road, Kirby Muxloe** – This is a proposal for 885 dwellings and a primary school. The outline application was granted in 2023 however S106 agreements are ongoing. It is unknown when development will commence.
- **Enderby Hub** – This is a proposed commercial development consisting of warehouse buildings. The original outline application was refused. A subsequent

application was submitted and approved by Blaby District Council. The original refusal was appealed, and the Planning Inspectorate overturned the refusal, and permission was granted for the original application also. An S106 agreement has been approved with the developer towards the monitoring of Air Quality in AQMA 6, due to the close proximity of the site.

- **Hinckley National Rail Freight Interchange Development** – The Secretary of State refused development consent for this application in March 2025.

Additional Air Quality Works Undertaken by Blaby District Council During 2024

Blaby District Council has not completed any additional works within the reporting year of 2024.

QA/QC of Diffusion Tube Monitoring

Diffusion Tube monitoring has been completed in adherence with the 2024 Diffusion Tube Monitoring Calendar.

The Blaby District Council supplier used for Diffusion Tubes within 2024 was SOCOTEC Didcot and the method used was 50% TEA in acetone. SOCOTEC Didcot participates in the AIR Proficiency Testing (PT) Scheme for Diffusion Tubes, operated by LGC Standards and supported by the Health and Safety Executive (HSE).

SOCOTEC has demonstrated satisfactory performance in the AIR PT scheme by consistently submitting 100% satisfactory results each quarter and therefore complies with Defra guidance.

All Diffusion Tube names were reviewed in 2024, and some were altered to ensure an accurate description of all Diffusion Tubes. The distances for all Diffusion Tubes to relevant exposure, to the kerb of nearest road were also reviewed and checked for accuracy in addition to the co-ordinates.

Diffusion Tube Annualisation

Annualisation was required at two of the Blaby District Council Diffusion Tube sites, DT 96 and DT 123.

This annualisation was completed using the Diffusion Tube Data Processing Tool v.5.3. The four background sites used to calculate the annualisation were:

- Coventry Allesley
- Coventry Binley Road
- Leicester A594 Roadside
- Leicester University

All four sites are part of the Automatic Urban and Rural Network (AURN). These sites were chosen as they each had above the 85% data capture requirement and are within 50 miles of the Blaby District Council monitoring sites.

Coventry Allesley and Leicester University are both Urban Background sites. However, Coventry Binley Road and Leicester A594 are both Urban Traffic sites. Whilst it would be preferable to use only background sites, there are very few AURN stations within a 50 mile radius. The two Diffusion Tubes and the Automatic Monitoring Site that required annualisation were all Roadside sites and therefore the annualisation still complies with LAQM.TG22.

Table C.1 – Annualisation Summary (concentrations presented in $\mu\text{g}/\text{m}^3$)

| Site ID | Annualisati on Factor Coventry Allesley | Annualisati on Factor Coventry Binley Road | Annualisati on Factor Leicester A594 Roadside | Annualisati on Factor Leicester University | Average Annualisati on Factor | Raw Data Annual Mean | Annualised Annual Mean |
|---------|--|--|---|---|-------------------------------------|-------------------------------|------------------------------|
| 96 | 1.0517 | 1.0259 | 1.0193 | 1.0623 | 1.0398 | 33.8 | 35.1 |
| 123 | 1.1048 | 1.0417 | 1.0532 | 0.9950 | 1.0487 | 19.5 | 20.4 |

Diffusion Tube Bias Adjustment Factors

The Diffusion Tube data presented within the 2025 ASR have been corrected for bias using an adjustment factor. Bias represents the overall tendency of the Diffusion Tubes to under or over-read relative to the reference chemiluminescence analyser. LAQM.TG22 provides guidance with regard to the application of a bias adjustment factor to correct Diffusion Tube monitoring. Triplicate co-location studies can be used to determine a local bias factor based on the comparison of Diffusion Tube results with data taken from NO_x/NO_2 continuous analysers. Alternatively, the national database of Diffusion Tube co-location surveys provides bias factors for the relevant laboratory and preparation method.

Blaby District Council have applied a national bias adjustment factor of 0.78 to the 2024 monitoring data. A summary of bias adjustment factors used by Blaby District Council over the past five years is presented in Table C.2.

The national bias adjustment factor was taken from the Diffusion Tube Bias Adjustment Factors Spreadsheet released by Defra in April 2025. The factor from SOCOTEC Didcot for 50% TEA in acetone was applied. A total of 33 studies were used to calculate the bias adjustment factor.

Table C.2 – Bias Adjustment Factor

| Monitoring Year | Local or National | If National, Version of National Spreadsheet | Adjustment Factor |
|-----------------|-------------------|--|-------------------|
| 2024 | National | 04/25 | 0.78 |
| 2023 | National | 03/24 | 0.77 |
| 2022 | National | 03/23 | 0.76 |
| 2021 | National | 03/22 | 0.77 |
| 2020 | National | 09/21 | 0.77 |

NO₂ Fall-off with Distance from the Road

Wherever possible, monitoring locations are representative of exposure. However, where this is not possible, the NO₂ concentration at the nearest location relevant for exposure has been estimated using the Diffusion Tube Data Processing Tool/NO₂ fall-off with distance calculator available on the LAQM Support website. Where appropriate, non-automatic annual mean NO₂ concentrations corrected for distance are presented in Table B.1.

No Diffusion Tube NO₂ monitoring locations within Blaby District required distance correcting during 2024.

QA/QC of Automatic Monitoring

Data management and Local Site Operator (LSO) duties are completed by Blaby District Council officers for the Automatic Monitoring Sites. Automatic Monitoring Sites are calibrated approximately every 4 weeks and stations are serviced every six months by the service and maintenance provider.

Following calibrations, automatic monitoring data is scaled based on site calibrations using a linear two-point regression. Data is then manually ratified and validated, with any erroneous data removed. The same officer responsible for the calibration of the site is also responsible for the ratification of the data allowing for more accurate screening of outliers.

PM₁₀ and PM_{2.5} Monitoring Adjustment

The PM₁₀ data has had the correction factor of 1.3 applied to it. This is done to account for the difference to the reference method. Ideally, the data would have had the Volatile Correction Model applied. However, due to a lack of TEOM FDMS instruments within a 200km radius, Blaby District Council were advised to revert back to the historic recommendation of applying the 1.3 correction factor by the LAQM Helpdesk.

Whilst the best available method has been used to correct the data, it should be noted that no significant conclusions should be drawn from the PM₁₀ data.

No correction factors were required for the CM2 PM_{2.5} data.

The CM1 PM₁₀ data was used to estimate PM_{2.5}. This was done using the 2024 national conversion factor released by Defra in 2024. The calculation used is below.

13.6 (PM₁₀ measurement) – 6.0 (2024 National Roadside factor) = 7.6 (estimated PM_{2.5} value)

Automatic Monitoring Annualisation

The only Automatic Monitoring site that required annualisation for 2024 monitoring year was CM1 for NO₂. The data capture was 66.1% due to equipment issues. The annualisation was completed using the Automatic Data Processing Tool. The same four background sites used to annualise the Diffusion Tubes were also used to annualise CM1 data.

Details of the annualisation can be found in Table C.3 below.

Table C.3 – Automatic NO₂ Annualisation Summary (concentrations presented in µg/m³)

| Background Site | Annual Data Capture | Annual Mean (A _m) | CM1 | |
|--|---------------------|-------------------------------|-------------------------------|---|
| | | | Period Mean (P _m) | Ratio (A _m /P _m) |
| Coventry Allesley | 100.0 | 12.3 | 14.2 | 0.865 |
| Coventry Binley Road | 99.5 | 21.4 | 24.3 | 0.878 |
| Leicester A594 Roadside | 99.7 | 26.1 | 30.3 | 0.861 |
| Leicester University | 95.3 | 16.8 | 19.1 | 0.881 |
| Average (R _a) | | | 0.871 | |
| Raw Data Annual Mean (M) | | | 20.1 | |
| Annualised Annual Mean (M x R _a) | | | 17.5 | |

NO₂ Fall-off with Distance from the Road

Wherever possible, monitoring locations are representative of exposure. However, where this is not possible, the NO₂ concentration at the nearest location relevant for exposure has been estimated using the NO₂ fall-off with distance calculator available on the LAQM Support website. Where appropriate, automatic annual mean NO₂ concentrations corrected for distance are presented in Table A.3.

No automatic NO₂ monitoring locations within Blaby District Council required distance correction during 2024.

Appendix D: Maps of Monitoring Locations and AQMAs

An assessment of 2024 results in the context of past data has been carried out for the following areas:

AQMA 1 - A5460 Narborough Road South (revoked Nov 2024)- NO₂

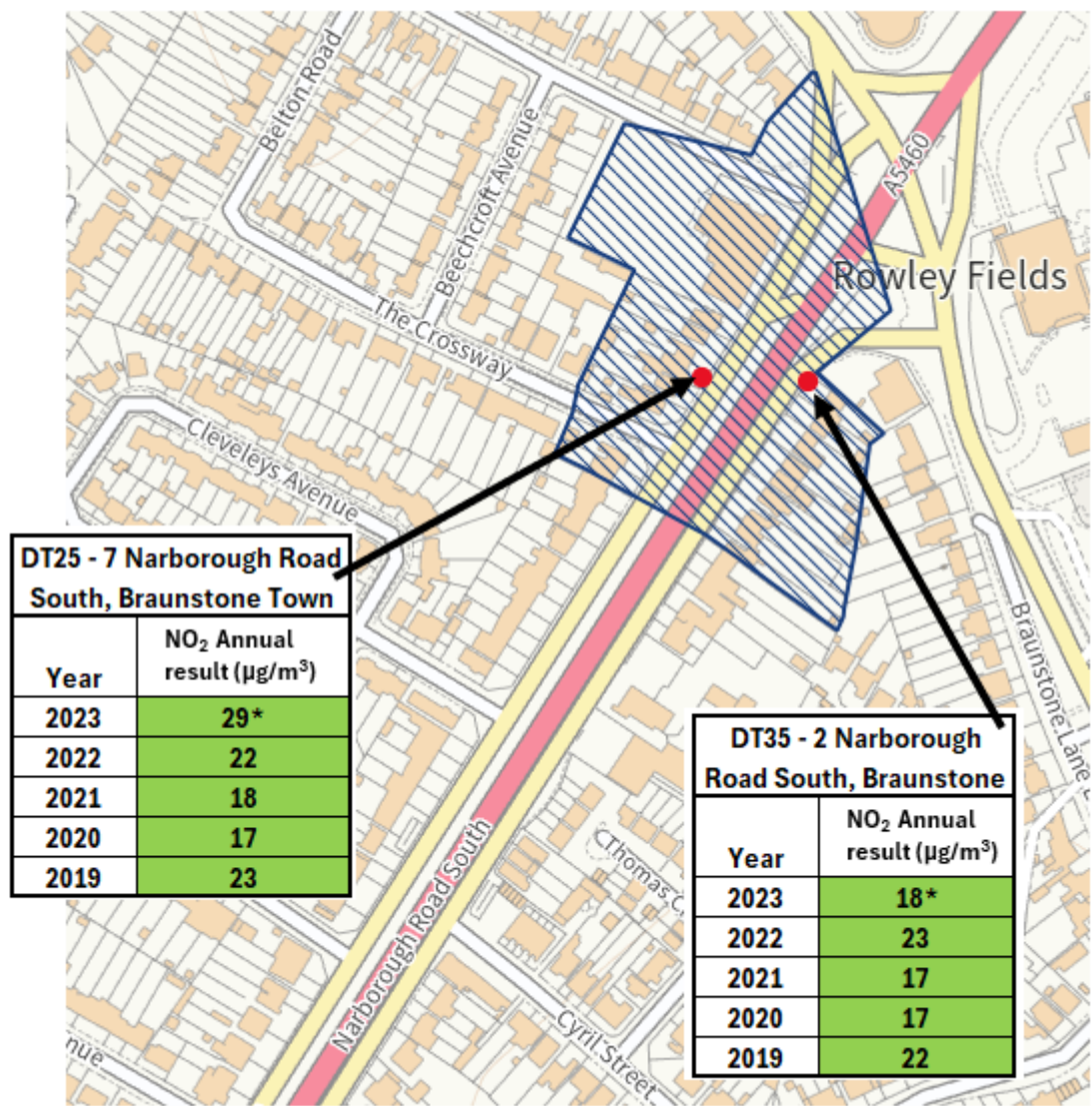


Figure D.1: The map shows the locations and results of the Diffusion Tubes in AQMA1, Narborough Road South. The AQMA boundary is represented by the blue grid lines. Results have been rounded to the nearest whole number. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

**AQMA 2 - M1 corridor in Enderby and Narborough (revoked Nov 2024)-
NO₂**

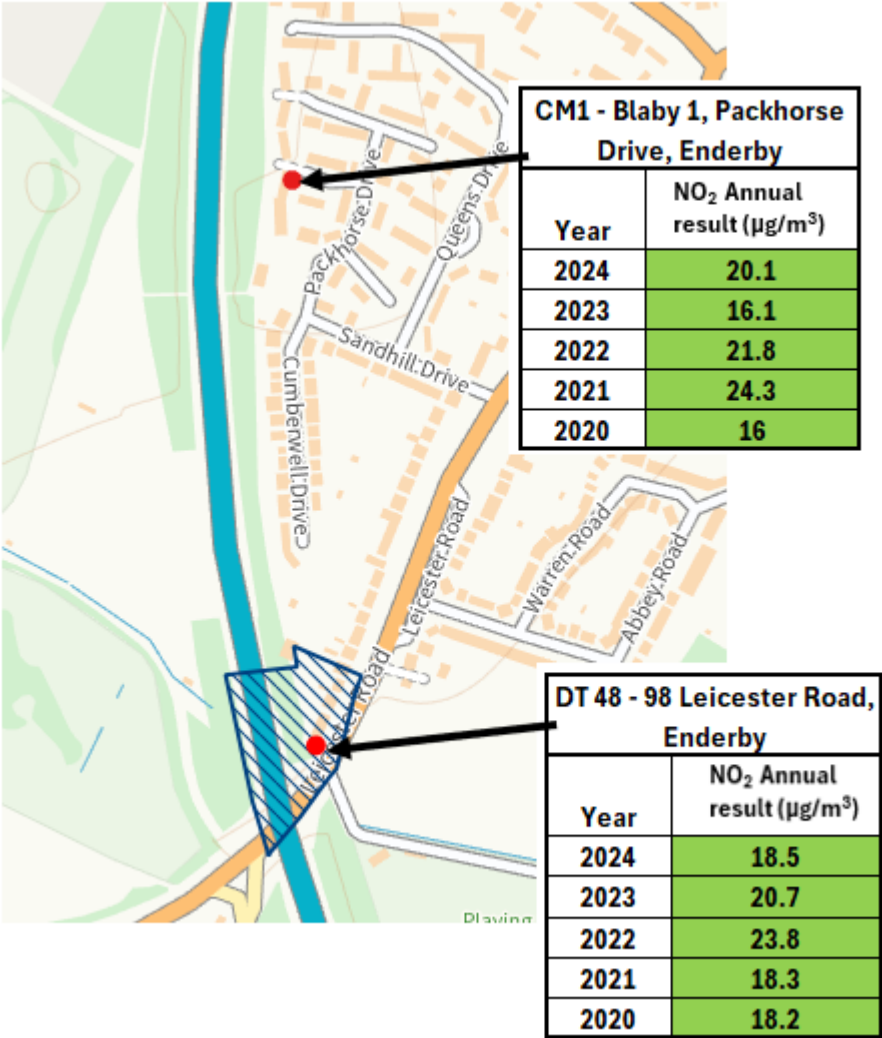


Figure D.2: The map shows the locations and results of the Diffusion Tube and CM1 in AQMA 2, M1 corridor in Enderby and Narborough. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. ©Crown Copyright. All rights reserved.

AQMA 3 – M1 corridor between Thorpe Astley and Leicester Forest East (revoked Nov 2024)- NO₂

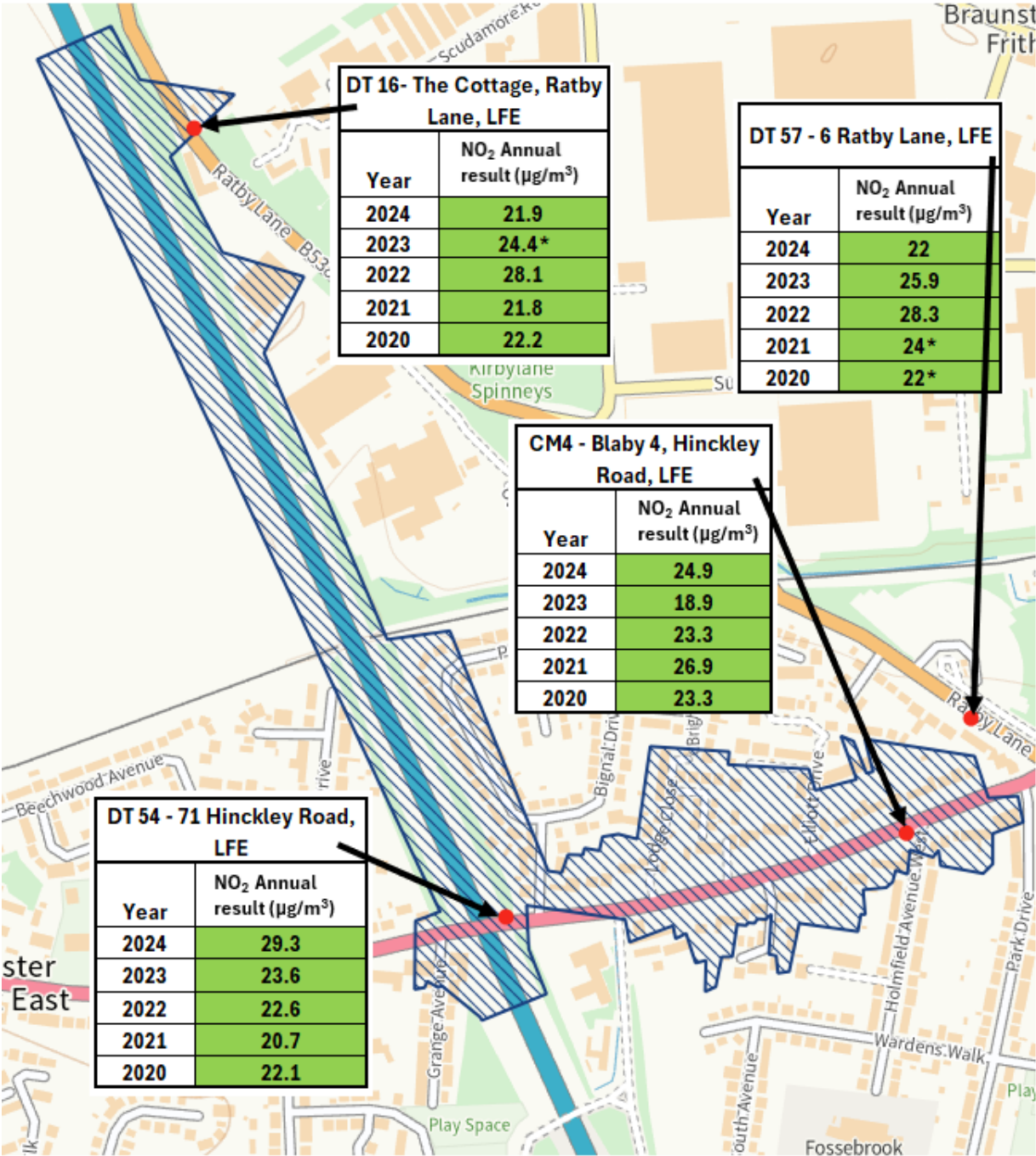


Figure D.3: The map shows the locations and results of the Diffusion Tubes and CM4 in AQMA3, M1 corridor between Thorpe Astley and Leicester Forest East. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

AQMA 4B – Enderby Road, Whetstone (revoked Nov 2024)- NO₂



Figure D.4: The map shows the locations and results of the Diffusion Tube in AQMA 4B, Enderby Road, Whetstone. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. ©Crown Copyright. All rights reserved.

AQMA 6 – Mill Hill, Enderby

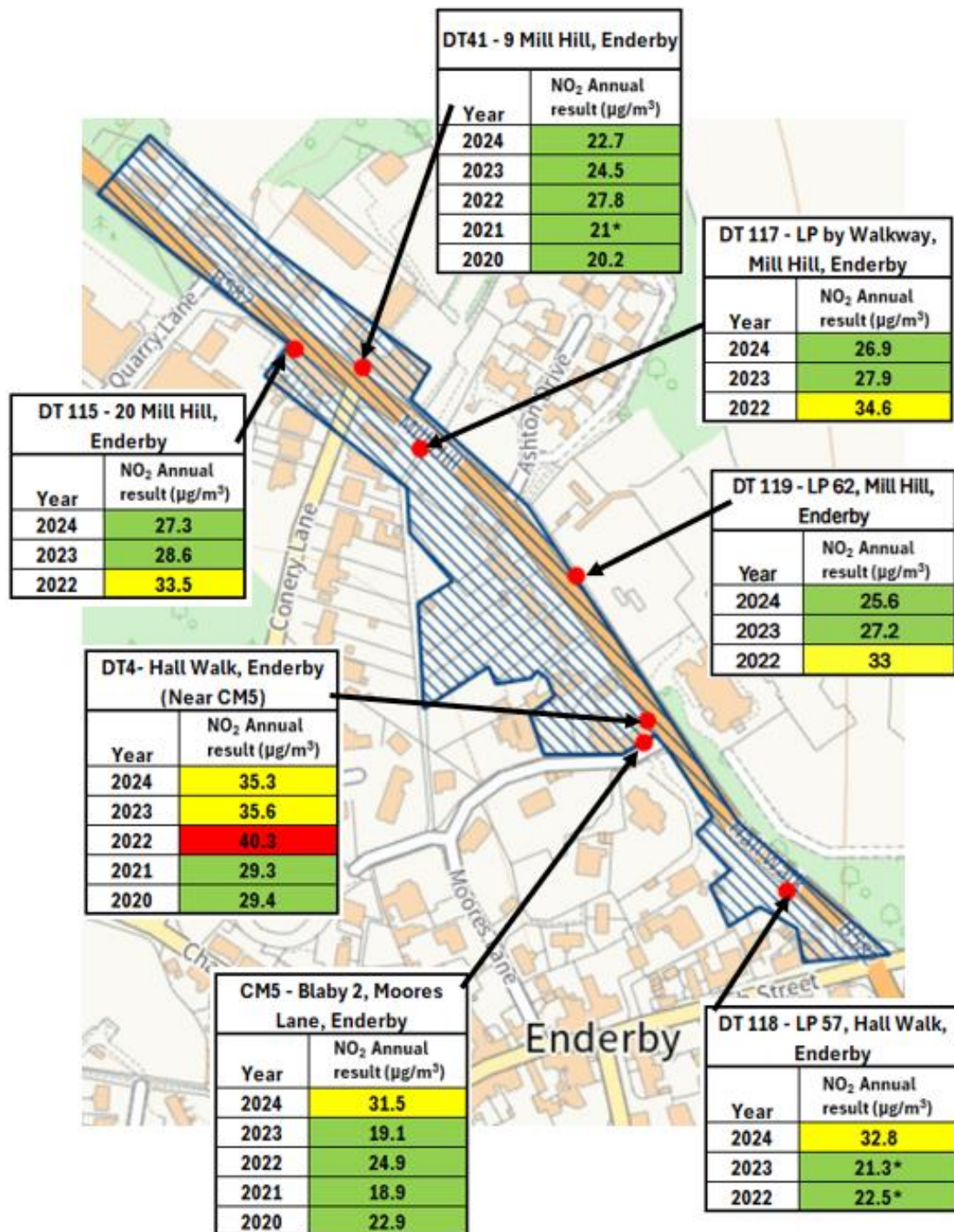


Figure D.5a

The map shows the locations and results of the Diffusion Tubes and CM5 in AQMA 6, Mill Hill, Enderby. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Outside of AQMA 6- Enderby

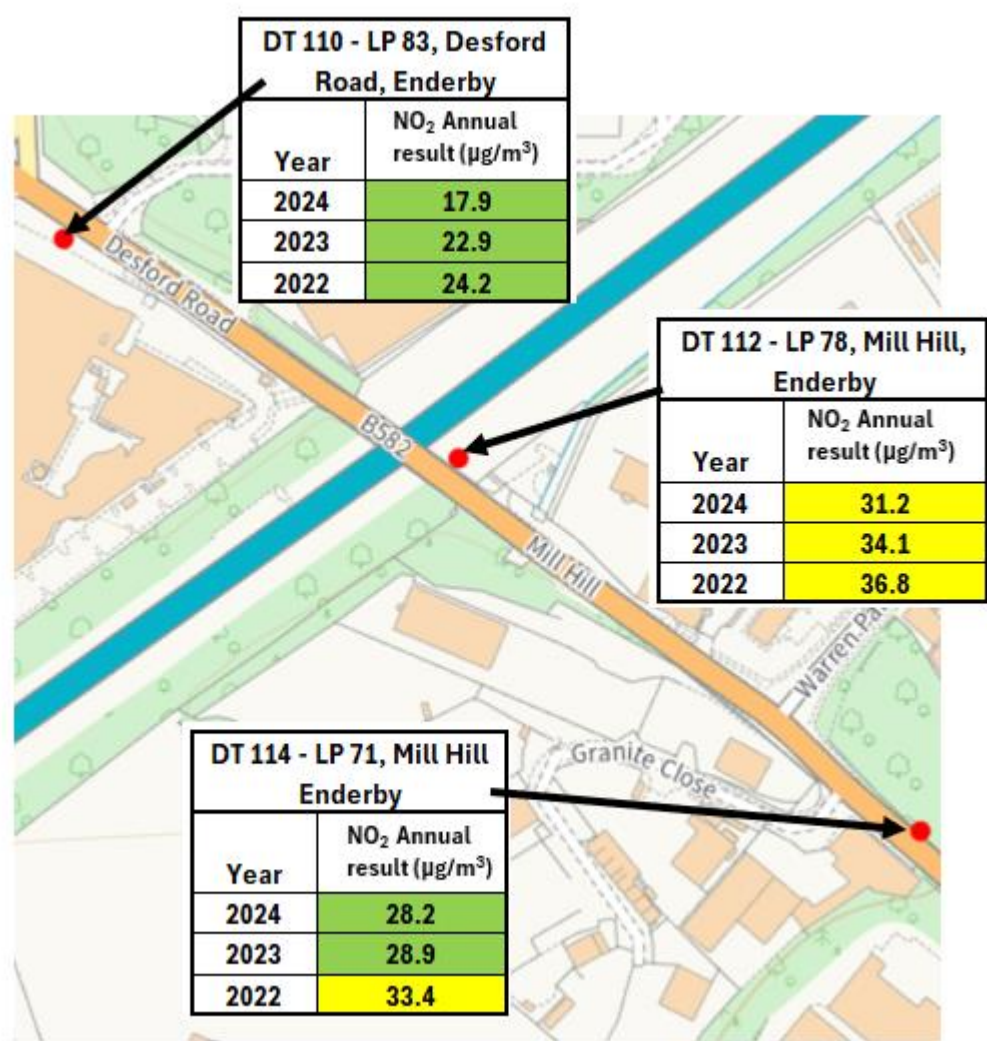


Figure D.5b

The map shows the locations and results of the Diffusion Tubes outside of AQMA 6, Mill Hill, Enderby. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. ©Crown Copyright. All rights reserved.

AQMA 7 – Lubbesthorpe Road, Braunstone Town

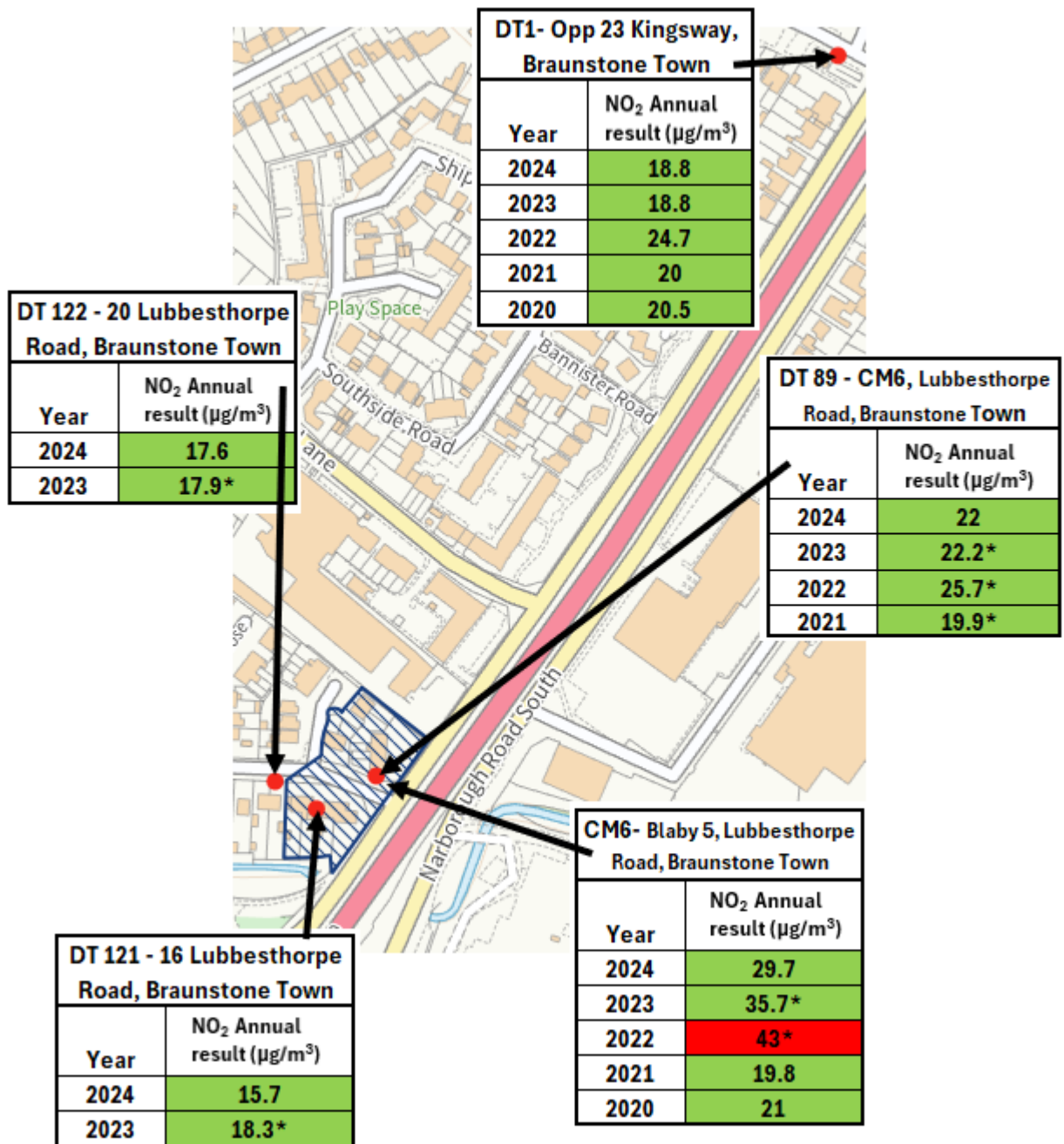


Figure D.6

The map shows the locations and results of the Diffusion Tubes and CM6 in AQMA 7, Lubbesthorpe Road, Braunstone Town. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Stoney Stanton Village

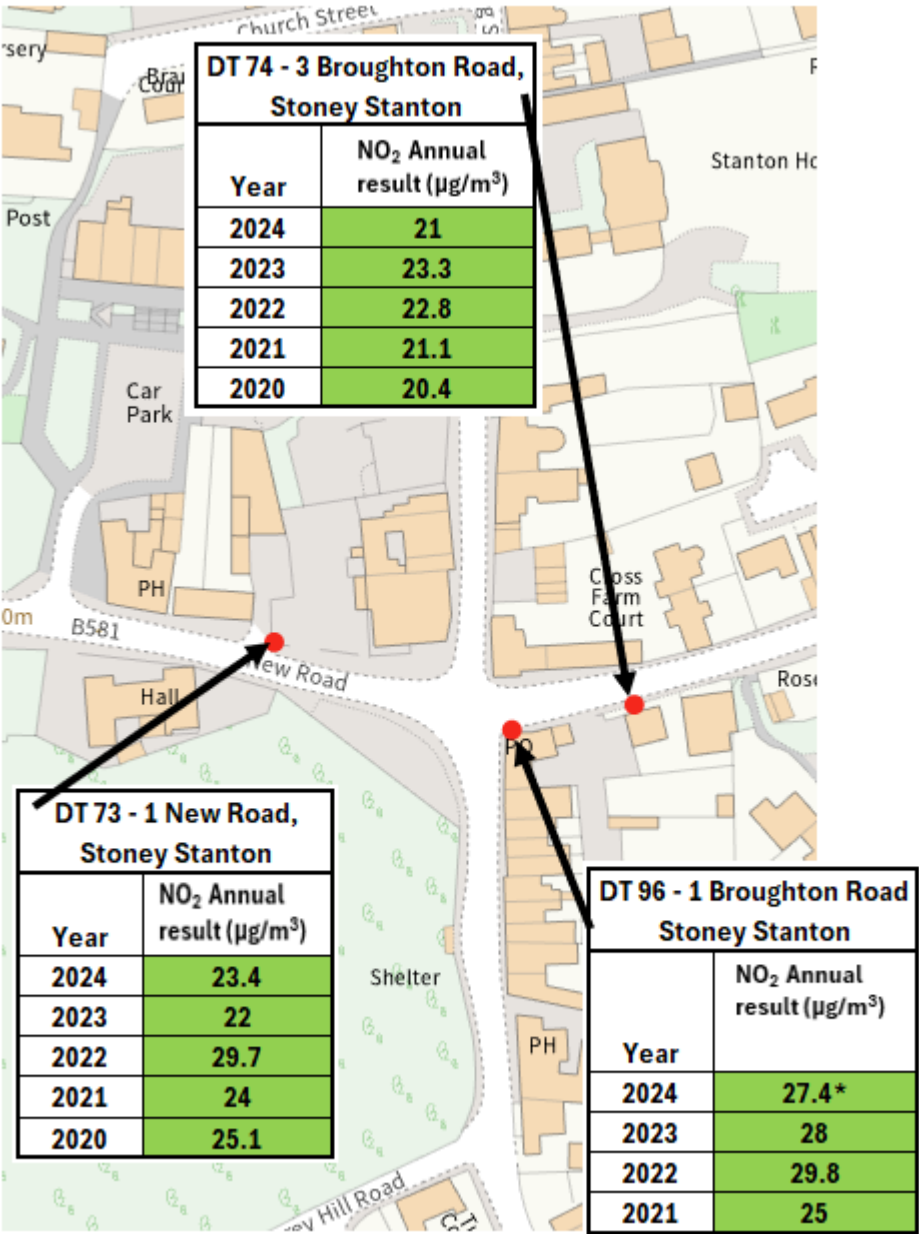


Figure D.7

The map shows the locations and results of the Diffusion Tubes in the village of Stoney Stanton. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Sapcote Village and Aston Firs

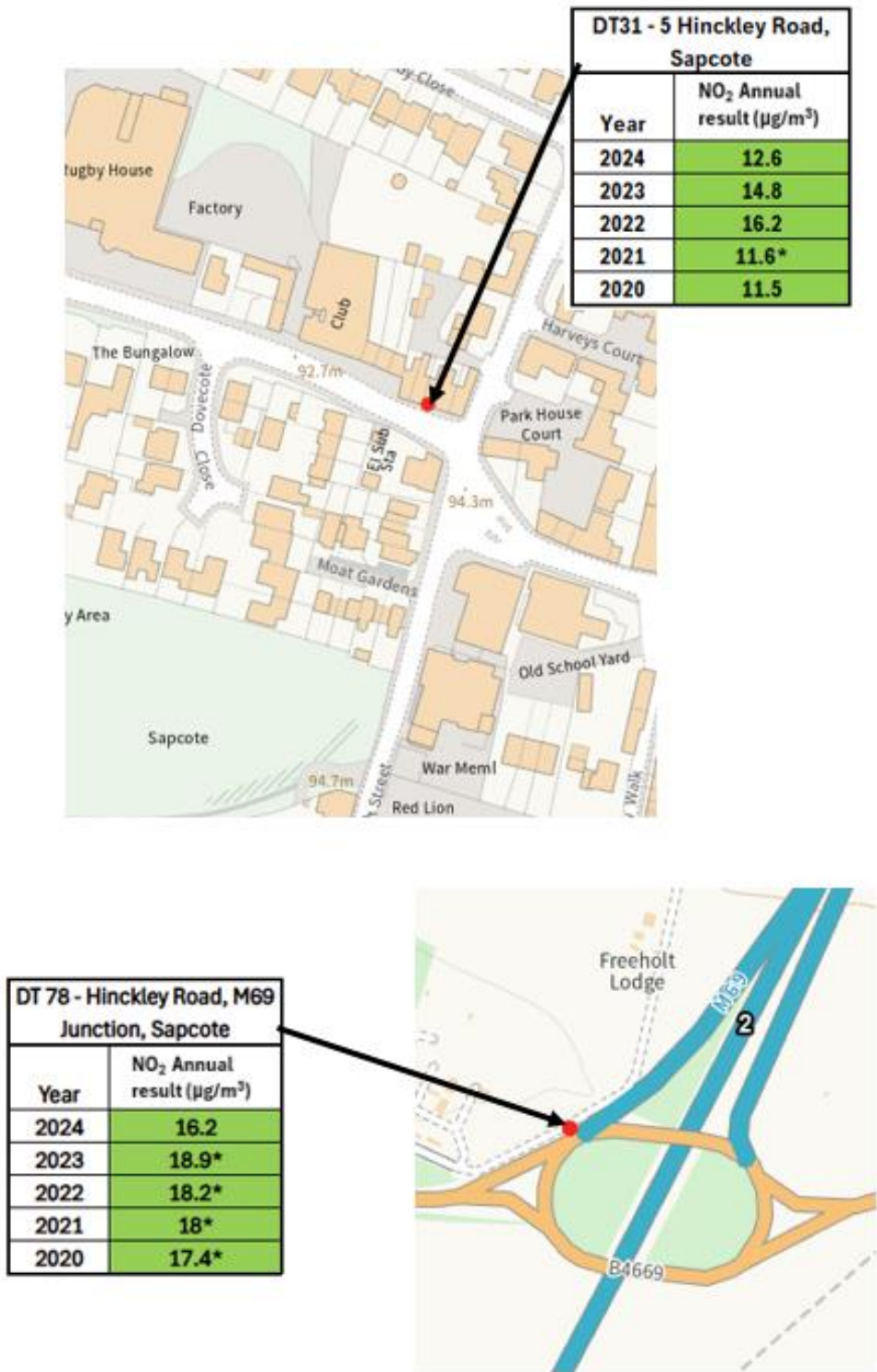


Figure D.8

The maps show the locations and results of the Diffusion Tubes in the village of Sapcote, including Aston Firs. 40µg/m³ is the National Air Quality Objective for this pollutant.

Numbers with a * represent a figure that has been annualised and/or distance corrected.
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Glenfield Village

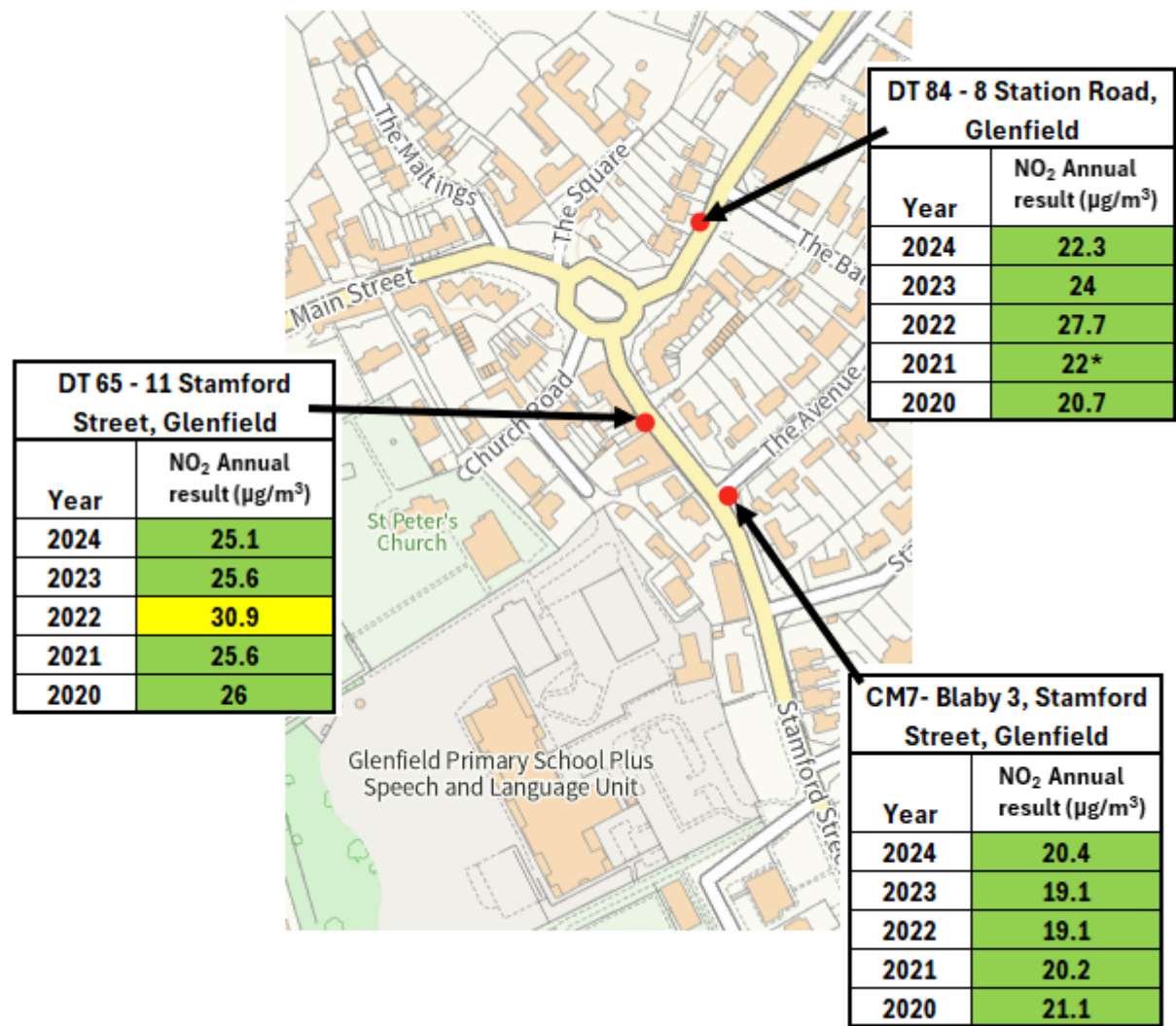


Figure D.9
The maps show the locations and results of the Diffusion Tubes in the village of Glenfield. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Elmesthorpe Village

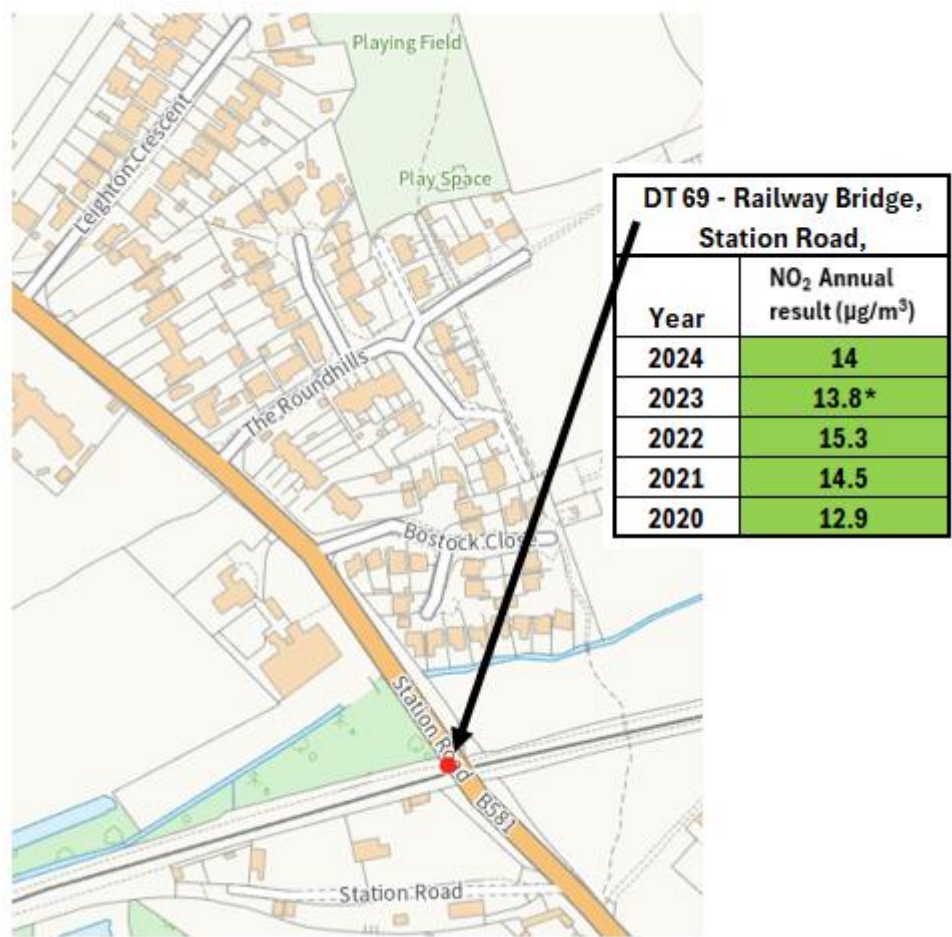


Figure D.10

The maps show the locations and results of the Diffusion Tube in the village of Elmesthorpe. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Glen Parva

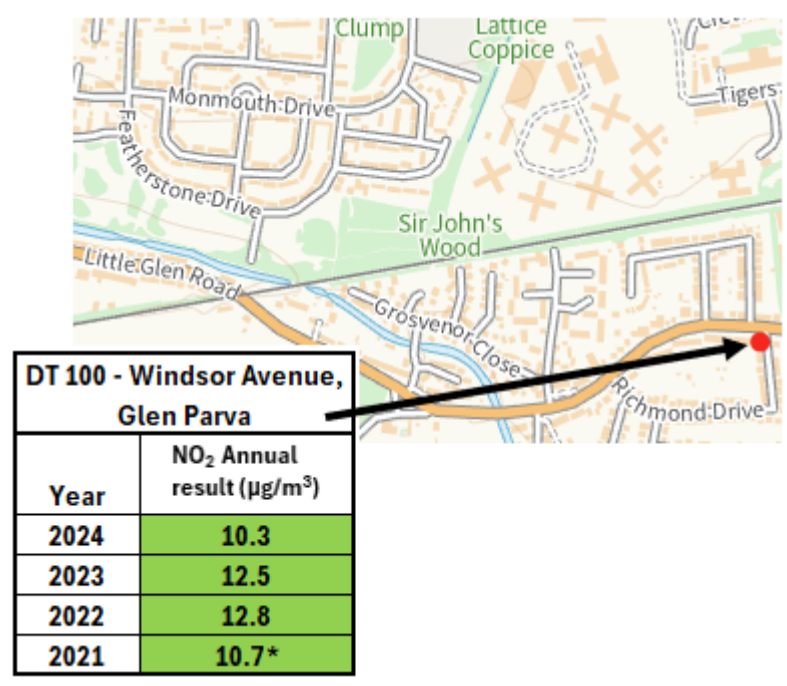


Figure D.11

The maps show the locations and results of the Diffusion Tube in the village of Glen Parva. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Narborough Village

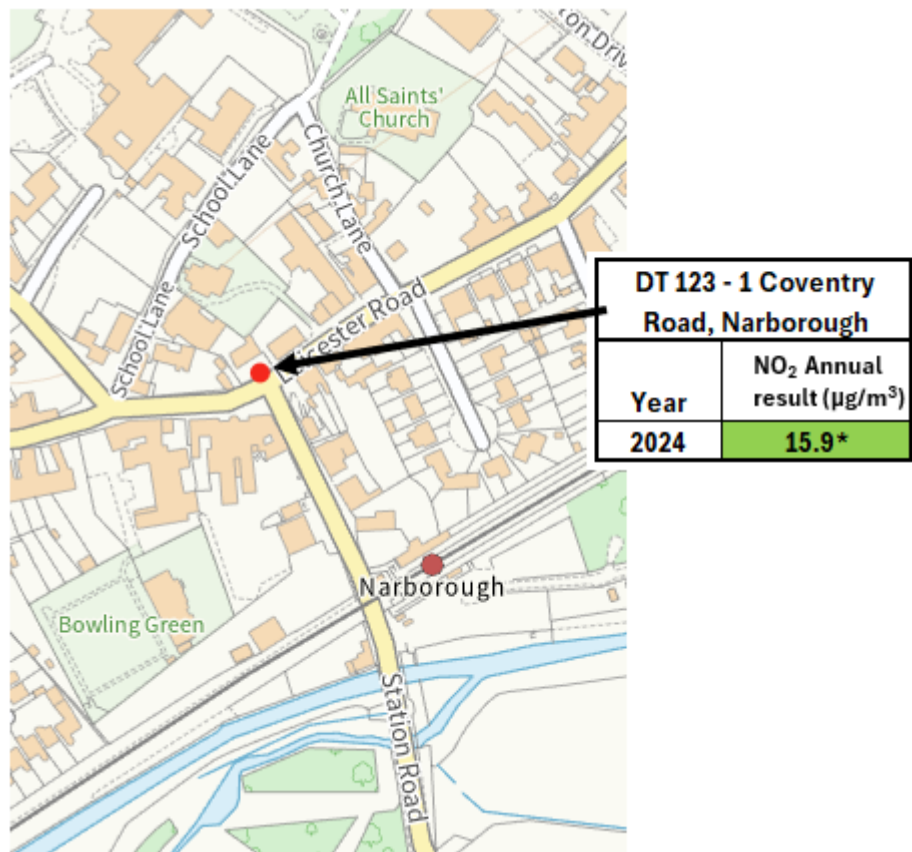


Figure D.12

The maps show the locations and results of the Diffusion Tube in the village of Narborough. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Zephyr® Location Maps- Particulate Matter results

Figure D.13 a

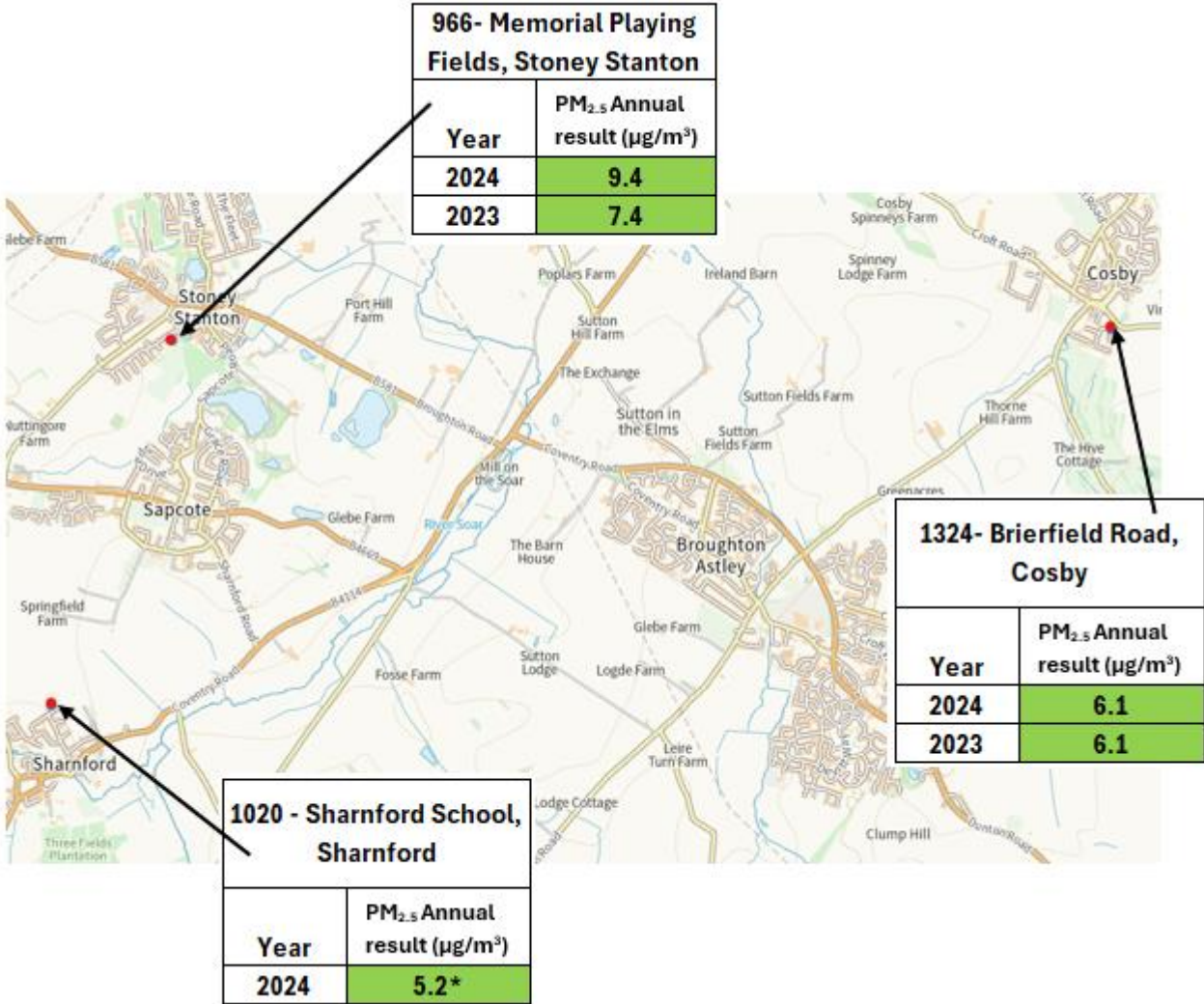
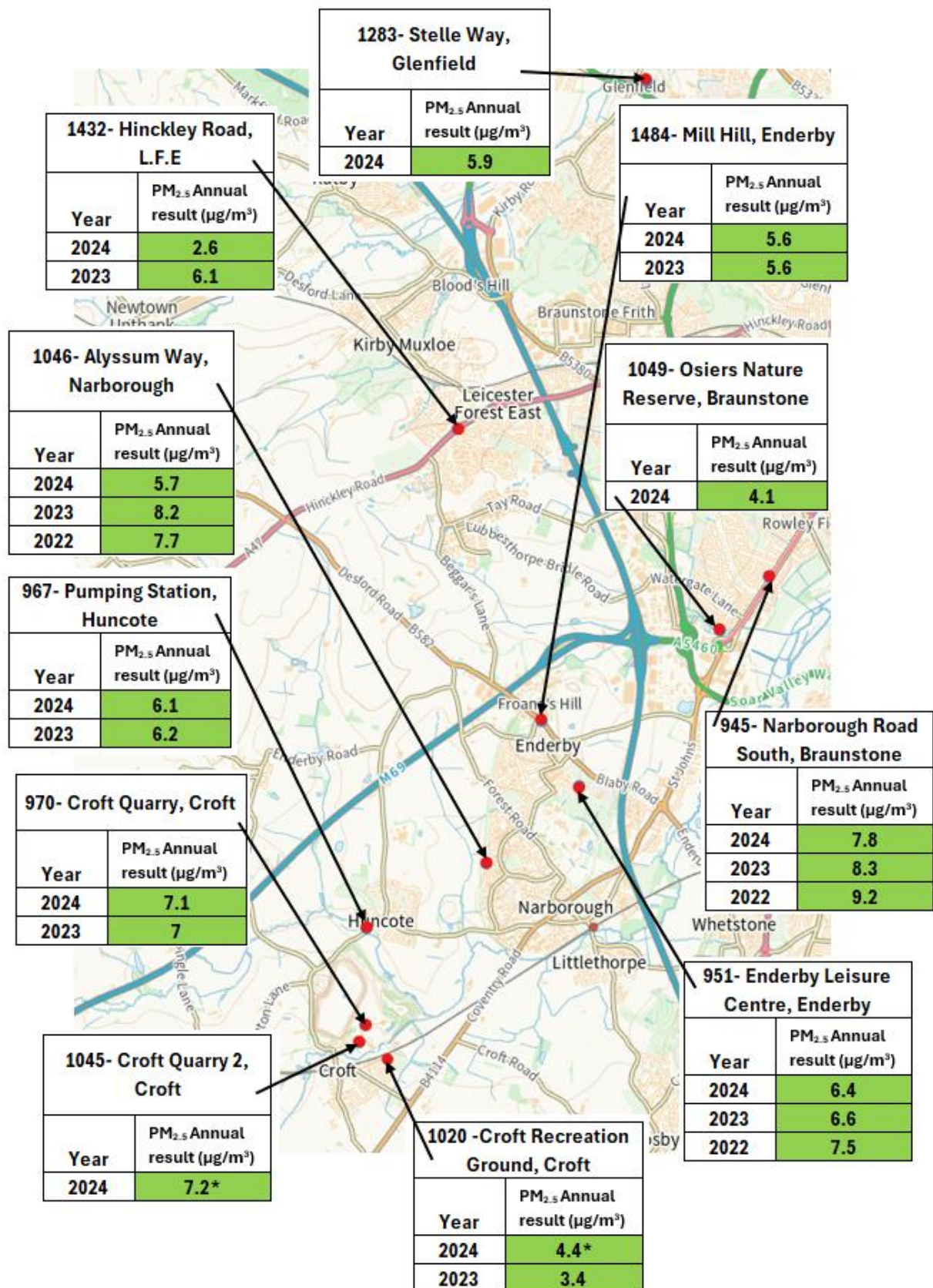


Figure D.13 a & b: The maps show the locations and results of the Zephyr® monitors in the Blaby District. 20µg/m³ is the National Air Quality Objective for Particulate Matter. ©Crown Copyright. All rights reserved.

Figure D.13b



Zephyr® Location Maps- Nitrogen Dioxide

Figure D.14a

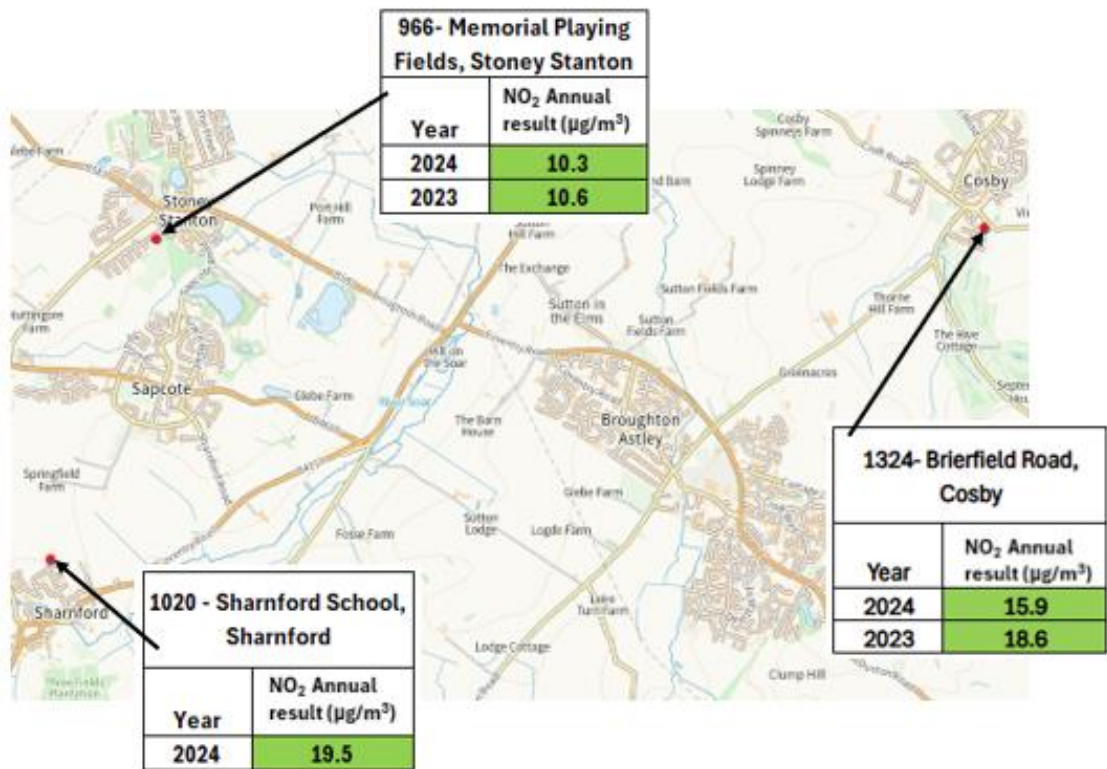
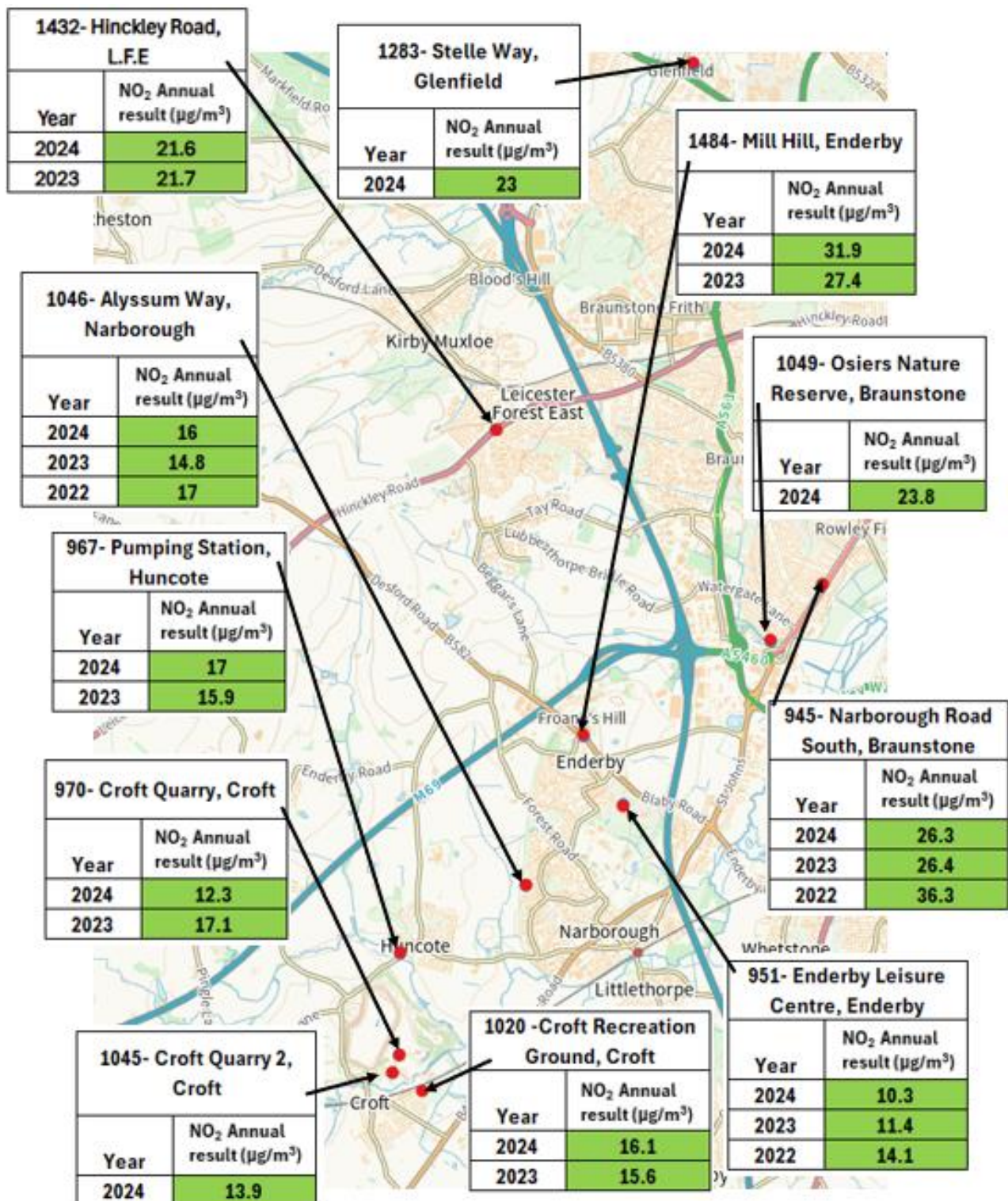


Figure D.14 a & b: The maps show the locations and results of the Zephyr® monitors in the Blaby District. 40µg/m³ is the National Air Quality Objective for Nitrogen dioxide. ©Crown Copyright. All rights reserved.

Figure D.14b



Appendix E: Zephyr® Annual Mean NO₂ Concentrations

Table E.1 – Zephyr® Annual Mean NO₂ Concentrations

| Site ID | Site Name | Site Type | X OS Grid Ref (Easting) | Y OS Grid Ref (Northing) | Pollutants Monitored | In AQMA? Which AQMA? | Valid Data capture for monitoring period (%) | Valid Data Capture for 2024 (%) | 2022 | 2023 | 2024 |
|---------|------------------------------------|------------|-------------------------|--------------------------|----------------------|----------------------|--|---------------------------------|------|------|------|
| 945 | Narborough Rd South, Braunstone | Suburban | 466102 | 301332 | NO ₂ | No | 89.1 | 89.1 | 36.3 | 26.4 | 26.3 |
| 951 | Leisure Centre, Enderby | Roadside | 453942 | 298941 | NO ₂ | No | 99.2 | 99.2 | 14.1 | 11.4 | 10.3 |
| 966 | Playing Fields, Stoney Stanton | Rural | 448856 | 294497 | NO ₂ | No | 100.0 | 74.6 | | 10.6 | 10.3 |
| 967 | Pumping Station, Huncote | Roadside | 451513 | 297318 | NO ₂ | No | 99.7 | 99.7 | | 15.9 | 17.0 |
| 970 | Croft Quarry 1, Croft | Industrial | 451509 | 296215 | NO ₂ | No | 98.7 | 82.2 | | 17.1 | 12.3 |
| 1020 | Croft Recreational Ground, Croft | Industrial | 451760 | 295783 | NO ₂ | No | 100.0 | 29.8 | | 15.6 | 16.1 |
| 1020 | Sharnford School, Sharnford | Other | 448098 | 292190 | NO ₂ | No | 100.0 | 68.6 | | | 19.5 |
| 1045 | Croft Quarry 2, Croft | Industrial | 451435 | 296019 | NO ₂ | No | 75.5 | 48.9 | | | 13.9 |
| 1046 | Alyssum Way, Narborough | Roadside | 452881 | 298059 | NO ₂ | No | 97.8 | 97.8 | 17.0 | 14.8 | 16.0 |
| 1049 | Osiers Nature Reserve, Braunstone | Other | 455543 | 300718 | NO ₂ | No | 81.9 | 78.1 | | | 23.8 |
| 1283 | Stelle Way, Glenfield | Other | 454709 | 306981 | NO ₂ | No | 98.9 | 94.5 | | | 23.0 |
| 1324 | Brierfield Rd, Cosby | Roadside | 454809 | 294565 | NO ₂ | No | 99.7 | 99.7 | | 18.6 | 15.9 |
| 1432 | Hinckley Rd, Leicester Forest East | Roadside | 452555 | 303013 | NO ₂ | No | 98.6 | 98.6 | | 21.7 | 21.6 |
| 1484 | Mill Hill, Enderby | Roadside | 453509 | 299687 | NO ₂ | Yes-AQMA 6 | 99.5 | 99.5 | | 27.4 | 31.9 |

Notes:

The Zephyr® at site 1020 was moved part way through the year and therefore there are two results for this Zephyr®.

No results have been annualised.

Appendix F: Summary of Air Quality Objectives in England

Table F.1 – Air Quality Objectives in England

| Pollutant | Air Quality Objective: Concentration | Air Quality Objective: Measured as |
|--|---|------------------------------------|
| Nitrogen dioxide (NO ₂) | 200µg/m ³ not to be exceeded more than 18 times a year | 1-hour mean |
| Nitrogen dioxide (NO ₂) | 40µg/m ³ | Annual mean |
| Particulate Matter (PM ₁₀) | 50µg/m ³ , not to be exceeded more than 35 times a year | 24-hour mean |
| Particulate Matter (PM ₁₀) | 40µg/m ³ | Annual mean |
| Sulphur dioxide (SO ₂) | 350µg/m ³ , not to be exceeded more than 24 times a year | 1-hour mean |
| Sulphur dioxide (SO ₂) | 125µg/m ³ , not to be exceeded more than 3 times a year | 24-hour mean |
| Sulphur dioxide (SO ₂) | 266µg/m ³ , not to be exceeded more than 35 times a year | 15-minute mean |

Glossary of Terms

| Abbreviation | Description |
|-------------------|---|
| AQAP | Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values |
| AQMA | Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant Air Quality Objectives. AQMAs are declared for specific pollutants and objectives |
| ASR | Annual Status Report |
| BDC | Blaby District Council |
| Defra | Department for Environment, Food and Rural Affairs |
| DMRB | Design Manual for Roads and Bridges – Air quality screening tool produced by National Highways |
| LAQM | Local Air Quality Management |
| LCC | Leicestershire County Council |
| NO ₂ | Nitrogen dioxide |
| NO _x | Nitrogen oxides |
| PM ₁₀ | Airborne Particulate Matter with an aerodynamic diameter of 10µm or less |
| PM _{2.5} | Airborne Particulate Matter with an aerodynamic diameter of 2.5µm or less |
| QA/QC | Quality Assurance and Quality Control |
| SO ₂ | Sulphur dioxide |
| S106 | Section 106 Agreement – a planning obligation entered into to mitigate the impacts of a development proposal. |
| AQO | Air Quality Objective |

References

- Local Air Quality Management Technical Guidance LAQM.TG22. August 2022. Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland.
- Local Air Quality Management Policy Guidance LAQM.PG22. August 2022. Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland.
- Chemical hazards and poisons report: Issue 28. June 2022. Published by UK Health Security Agency.
- Air Quality Strategy – Framework for Local Authority Delivery. August 2023. Published by Defra.

Blaby District Council

Cabinet Executive

Date of Meeting 23 June 2025

Title of Report **Air Quality Action Plan 2025 - 2029**

This is a Key Decision and is on the Forward Plan.

Lead Member **Cllr. Les Phillimore - Housing, Community Safety and Environmental Services**

Report Author Environmental Services Manager

Strategic Themes All Themes: Enabling communities and supporting vulnerable residents; Enhancing and maintaining our natural and built environment; Growing and supporting our economy; Keeping you safe and healthy; Ambitious and well managed Council, valuing our people

1. What is this report about?

1.1 To seek approval for the Air Quality Action Plan (Draft) 2025 – 2029.

2. Recommendation(s) to Cabinet Executive

2.1 To approve the draft version of the Air Quality Action Plan 2025 – 2029 for consultation.

2.2 To delegate authority to the Environmental Health, Housing & Community Services Group Manager, in consultation with the Portfolio Holder, to make minor amendments to Air Quality Action Plan 2025 - 2029 prior to submission to DEFRA and consultation.

3. Reason for Decisions Recommended

3.1 The Council is required to produce an Air Quality Action Plan following the declaration of an Air Quality Management Area.

3.2 To allow for small changes to be made to the Air Quality Action Plan prior to submission to Defra and the public consultation.

4. Matters to consider

4.1 Background

In November 2024, the Council declared a new Air Quality Management Area (AQMA), AQMA 7 at Lubbethorpe Road in Braunstone Town. This

was following an exceedance of the annual mean objective for nitrogen dioxide. AQMAs must be declared by local authorities in areas where Air Quality Objectives have been exceeded. There are two AQMAs in the district:

- AQMA 6: Mill Hill, Enderby
- AQMA 7: Lubbesthorpe Road, Braunstone Town

Under the Environment Act 2021, the Council is required to produce an Air Quality Action Plan (AQAP) within 18 months of declaring a new AQMA. An AQAP is a document that outlines actions the Council and other stakeholders will take to improve air quality within the AQMAs.

Introducing an AQAP is a lengthy process and is completed in several stages. The draft version submitted for Cabinet approval has been produced by the Environmental Services Team in collaboration with other stakeholders such as Public Health. Should the draft be approved by Cabinet, the AQAP will then be submitted to Defra for approval to proceed to consultation.

Once approved by Cabinet and Defra, there is an 8-week consultation period. Several bodies will be consulted including the Secretary of State, the Environment Agency, neighbouring local authorities and Leicestershire County Council including Public Health and Highways. Residents and businesses will also be consulted on the draft Action Plan, particularly those located within the AQMAs.

The consultation responses will be included in the final version of the AQAP and any actions will be amended as required. The final AQAP will be brought to Cabinet later in 2025/early 2026 for approval prior to publication.

4.2 Proposal(s)

4.2.1 Members to approve the draft Air Quality Action Plan to proceed to Defra submission and consultation.

4.2.2 To delegate authority to the Environmental Health, Housing & Community Services Group Manager, in consultation with the Portfolio Holder, to make minor amendments to the draft Air Quality Action Plan 2025 - 2029 prior to consultation.

4.3 Relevant Consultations

4.3.1 Once the draft has been approved by both Cabinet and Defra, an 8 week consultation will be conducted. Those consulted will be:

- Secretary of State
- Environment Agency
- Neighbouring District and Borough Councils
- Leicestershire County Council Highways

- Leicestershire County Council Public Health
- National Highways
- Local businesses within the AQMAs
- Residents within the AQMAs

The consultation will also be posted on the Council's website and social media to invite comments from residents and businesses outside of the AQMAs as well.

The responses from the consultation will be considered, and changes will be made to the AQAP as required. The results of the consultation will also be included in the final report and will be presented when the final version of the AQAP is brought to Cabinet for approval.

4.4 Significant Issues

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

5. Environmental impact

- 5.1 There will be positive environmental impacts. Actions aimed towards improving air quality often also contribute to Net Zero targets.

As this is a draft document to be consulted on and actions are not finalised, a NZCIA will be completed prior to final publication if required.

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

- 6.1 Any costs associated with the publication of the AQAP are covered by existing budgets and grants. Cost implications for specific measures are included within the AQAP.

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

| Current Risk | Actions to reduce the risks |
|--|---|
| The Council does not submit the AQAP to Defra within the required timeframe. | Approve the draft AQAP to allow Defra submission and for the consultation process to begin. |

8. Other options considered

- 8.1 The Council is legally required to produce an Air Quality Action Plan following the declaration of a new Air Quality Management Area and therefore no other options have been considered.

9. Appendix

- ## 9.1 Appendix A – The Blaby District Council Air Quality Action Plan (Draft) 2025 - 2029

10. Background paper(s)

- 10.1 There are no background papers for this report.

11. Report author's contact details

Anna Farish Environmental Services Manager
Anna.Farish@blaby.gov.uk 0116 272 7643



Blaby District Council

Air Quality Action Plan- Draft 1.0

In fulfilment of Part IV of the Environment Act 1995, as amended by the Environment Act 2021

Local Air Quality Management

2025-2029

| Information | Blaby District Council Details |
|-------------------------|--|
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| Department | Environmental Services |
| Address | Council Offices, Desford Road, Narborough, Leicester LE19 2EP |
| Telephone | 0116 275 0555 |
| E-mail | environmental.services@blaby.gov.uk |
| Report Reference Number | AQAP 2025-2029 |
| Date | June 2025 |

| Version | Date | Reason for issue | Status |
|---------|------------|-------------------|--------|
| 1.0 | 01/07/2025 | Draft for comment | Draft |
| 2.0 | 01/11/2025 | Final | Final |
| 3.0 | 01/12/2025 | Final Updates | Final |
| 4.0 | 05/01/2026 | Final | Final |

Executive Summary

This Air Quality Action Plan (AQAP) has been produced as part of the Council's statutory duties required by the Local Air Quality Management framework. It outlines the actions the Council will take to improve air quality in the district between 2025-2029, setting out how the local authority will exercise its functions to secure the achievement of the Air Quality Objectives.

This AQAP is a draft version and will be adopted upon acceptance by Defra. Implementation of the outlined measures will result in the relevant objectives being attained by 2029.

Part IV of the Environment Act 1995 (as Amended 2021) sets out the National Air Quality Objectives which should be considered as the maximum levels of air pollution to which people should be exposed. These objectives are:

- the *annual* average level of nitrogen dioxide (NO₂) in a location should be no higher than 40µg/m³, that is, 40 micrograms of NO₂ per cubic metre of air; and
- the *hourly* average level of Nitrogen dioxide (NO₂) in a location should be no higher than 200µg/m³.

The relevant Air Quality Management Areas (AQMAs) addressed by this AQAP are outlined below, both of which are declared for exceedances of the NO₂ *annual* average Air Quality Objectives:

- AQMA 6: Mill Hill, Enderby:- A residential area located close to industrial sites linking the North-West area of the district to major road networks. A Nitrogen dioxide exceedance was first declared 01/10/2018. The last exceedance was recorded in 2023.
- AQMA 7: Lubbethorpe Road, Braunstone Town:- A residential area located close to major road networks. A Nitrogen dioxide exceedance was declared 04/11/2024.

This AQAP replaces the previous Action Plan which was adopted in 2021 for the period 2021-2025. Projects delivered and achievements made as a result of the past Action Plan include:

- The revocation of four Air Quality Management Areas due to ongoing compliance with NO₂ Air Quality Objectives for 5 years or more:

AQMA 1: A5460 Narborough Road South- Declared January 2001; Revoked November 2024.

AQMA 2: M1 corridor in Enderby and Narborough- Declared January 2001; Revoked November 2024.

AQMA 3: M1 corridor between Thorpe Astley and Leicester Forest East- Declared January 2001; Revoked November 2024.

AQMA 4b: Enderby Road, Whetstone- Declared October 2005; Revoked November 2024.
- Promoting Travel Alternatives: The Health and Leisure Team at Blaby District Council worked hard to promote active travel across the district. A new Active Travel Strategy was approved and published in 2024: [Active Travel Strategy – Blaby District Council](#).
- Behavioural change project with businesses in vicinity of AQMA6: This involved Council Officers attending and delivering business breakfast sessions, hosted by Blaby District Council, to raise awareness on Air Quality and how businesses can make a positive difference through employee travel plans and incentives for green travel.
- Behavioural change within schools: The Countdown to Clean Air project concluded in 2023, this involved educational sessions, assemblies and fun activities for children and parents to take part in to encourage active travel to and from schools.
- Work is currently being undertaken to develop a charging network across the district. Flex-D is a current project being run collaboratively with local authorities and Leicestershire County Council. The project will see 63 Electric Vehicle charging points installed across the county including a charging hub at Enderby Leisure Centre comprising of twelve 7kW Electric Vehicle charging points, due to be installed in 2025.

- Engaged with the taxi drivers to encourage the switch to Electric Vehicles:
The Council approved The Hackney Carriage and Private Hire Licensing Policy for 2022 – 2027. The policy incentivises the use of Ultra Low Emission Vehicles (ULEV) and Electric Vehicles (EV). The Licensing Department offers reductions in the fees for operators and drivers who license a vehicle under either of these categories.
- Improved air quality information on Blaby District Council website: The website was updated in 2024 and is currently awaiting the addition of a 'live portal' which will enable residents and business to view local air quality in real time. This is part of the Particulates Matter project in conjunction with Public Health Leicestershire, of which more detail can be read in below in additional measures.
- Continuing to adhere to the statutory LAQM process of monitoring, reporting and implementing the Action Plan.

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues because areas with poor air quality are also often less affluent^{1,2}.

The UK Health Security Agency (formally Public Health England) has estimated that the costs of air pollution in England to health and social care services could reach between £5.3 and £18.6 billion between 2018 and 2035³. Blaby District Council is committed to reducing the exposure of people in Blaby District to poor air quality in order to improve health.

¹ Environmental equity, air quality, socioeconomic status and respiratory health, 2010

² Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

³ Public Health England. Estimation of costs to the NHS and social care due to the health impacts of air pollution: summary report, May 2018

The Council have developed actions that can be considered under six broad topics:

- Promoting the use of low/zero emission transport and supporting infrastructure
- Consistent application of Environmental Permitting and other regulatory measures
- Policy Guidance and Development Management
- Public Health and wellbeing education and behavioural change
- Reducing emissions from domestic heating, industry and services
- Air quality monitoring

In addition, the Council adopted a Climate Change Strategy in 2020 to cover six key themes:

- Reducing CO₂ emissions
- Protecting the environment and enhancing biodiversity
- Reducing waste and resource use and moving to a circular economy
- Support sustainable communities
- Behaviour changes and education
- De-carbonising travel and transport

In this AQAP, it is outlined how the Council plan to effectively tackle air quality issues within its control. However, it is recognised that there are many air quality policy areas that lie outside of local authority influence (such as vehicle emissions standards). Therefore, work will continue with regional and central government on policies and issues beyond the Council's direct influence.

Responsibilities and Commitment

This AQAP was prepared by the Environmental Services Team of Blaby District Council with the support and agreement of the following officers and departments:

Active Travel, Health and Leisure- Blaby District Council

Communications, Consultation and Digital Services Team- Blaby District Council

Economic & Community Development Team- Blaby District Council

Environmental Health Team- Blaby District Council

Information Technology & Transformation Team- Blaby District Council

Licensing Team- Blaby District Council

Neighbourhood Services and Assets Team- Blaby District Council

Net Zero Programme Delivery Officer- Blaby District Council

Parking Services- Blaby District Council

Planning Development Team- Blaby District Council

This draft AQAP has been approved by Caroline Harbour, the Group Manager for Environmental Health, Housing & Community Services.

This AQAP <has/has not> been signed off by a Director of Public Health at Leicestershire County Council.

The following Air Quality Partners / Stakeholders have contributed to the development of the draft AQAP and will be committed to delivery of actions:

- Leicestershire County Council
- Public Health Leicestershire
- County and National Transportation and Highways
- Air Quality and Health Partnership- District Councils and Health bodies in Leicestershire.

This AQAP will be subject to an annual review, appraisal of progress and Blaby District Council Cabinet approval. Progress each year will be reported in the Annual Status Reports (ASRs) produced by Blaby District Council, as part of statutory Local Air Quality Management duties. The ASRs are available on the Council website: [Air Quality – Blaby District Council](#)

Blaby District Council

If you have any comments on this AQAP, please send them to the Environmental Services team at:

Address: Council Offices, Desford Road, Narborough, LE19 2EP

Telephone: 0116 275 0555

E-mail: environmental.services@blaby.gov.uk

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1 Introduction

This Air Quality Action Plan (AQAP) outlines the actions that Blaby District Council and its partners will deliver between 2025-2029 to reduce concentrations of air pollutants and exposure to air pollution; thereby positively impacting on the health and quality of life of residents and visitors to the Blaby District area.

The purpose of this report is to set out how the Council will exercise its functions to achieve the relevant Air Quality Objectives. This AQAP is a draft version and will be adopted from 05/01/2026 (this date is dependent on the timescale of Defra approval and the consultation process).

It has been developed in recognition of the legal requirement on the local authority to achieve and maintain Air Quality Objectives under Part IV of the Environment Act 1995, as amended by the Environment Act 2021, and to meet the requirements of the Local Air Quality Management (LAQM) statutory process.

This AQAP will be subject to an annual review. Progress will be reported in the Annual Status Report (ASR) produced by the Council as part of statutory LAQM duties. This Action Plan will be revised every five years.

This document is a draft version to be subjected to both internal and external consultation, in line with PG (22) guidance.

2 Summary of the Current Air Quality in Blaby District Council Air Quality Management Areas

The main air pollutants of concern in Blaby District, as in most areas of the UK, are associated with road traffic, in particular Nitrogen dioxide (NO₂) and fine Particulate Matter (PM) at locations close to busy, congested roads where people may live or work. Other sources include industrial processes and agriculture. Part IV of the Environment Act 1995 requires the Secretary of State to publish a National Air Quality Strategy which requires local authorities to assess air quality through a set of National Objectives as a statutory duty. These are set out via the LAQM framework.

The LAQM targets are as follows⁴:

- Nitrogen dioxide (NO₂) not to exceed an *annual* mean of 40µg/m³ or an *hourly* average level of Nitrogen dioxide (NO₂) in a location not to exceed 200µg/m³.
- Particulate Matter (PM): PM₁₀ not to exceed an *annual* mean of 40µg/m³. PM_{2.5} not to exceed an *annual* mean of 20µg/m³.

The LAQM process places an obligation on the local authority to regularly assess and review, and to determine if the Air Quality Objectives (AQO) are likely to be achieved. The Council uses Air Quality Monitoring Stations (AQMSs), also known as Continuous Monitors (CM), and Diffusion Tubes to assess if AQOs have been met across the district. The Council has five AQMSs in total, measuring NO₂, two of these also monitor Particulate Matter (PM). There are 28 Diffusion Tubes that measure NO₂ across the district which are exchanged monthly and sent off to an independent laboratory for analysis. Maps illustrating the locations of all of the air quality monitoring sites, can be viewed in [Appendix C](#).

When an exceedance of the AQO occurs, the local authority must declare an Air Quality Management Area (AQMA).

⁴ [Air Quality Objectives Update 20230403.pdf](#)

In the district there are currently two designated AQMAs, both of which were declared in relation to exceedances of the AQO's annual mean for NO₂.

The AQMAs are currently as follows:

- AQMA 6: Mill Hill, Enderby
- AQMA 7: Lubbethorpe Road, Braunstone Town

[Link to Blaby District Council website: Air Quality](#)

The trend for the past five years is encouraging, and air pollutant concentrations experienced an overall decrease across the district. This improvement over time has seen four out of the five previously declared AQMAs remain compliant with the AQOs for five or more years. This has enabled the Council, with approval from Defra, to revoke the following AQMAs:

AQMA 1: A5460 Narborough Road South- revoked November 2024

AQMA 2: M1 corridor in Enderby and Narborough- revoked November 2024

AQMA 3: M1 corridor between Thorpe Astley and Leicester Forest East-
revoked November 2024

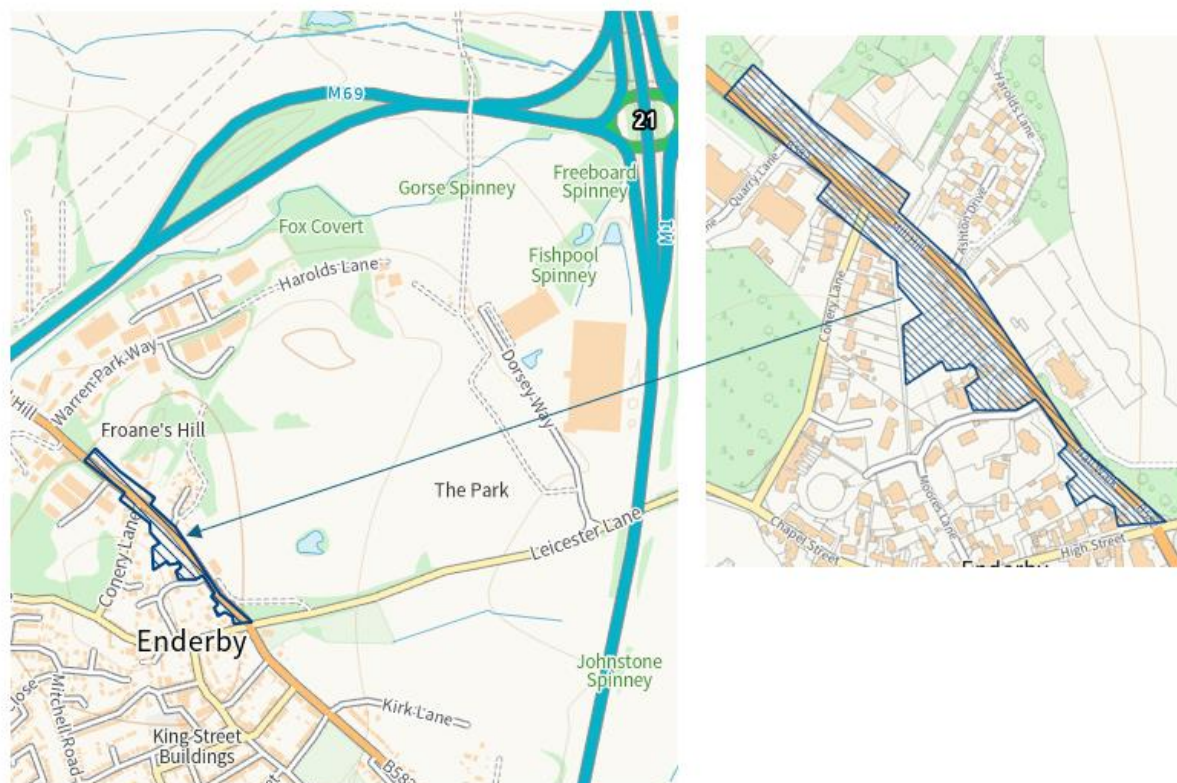
AQMA 4b: Enderby Road, Whetstone- revoked November 2024

2.1 AQMA 6 – Mill Hill, Enderby

AQMA 6 remains in place and is located in a high-volume traffic area. The Mill Hill site is located on a through road that links New Lubbethorpe, Enderby Industrial Estates and the Parishes to the major road networks that service the west of Blaby District. The district has two motorways which run through it which are part of the UK's Strategic Road Network (SRN), namely the M1 and M69, which are managed by National Highways. Traffic often queues along the AQMA due to light sequencing and a busy crossroads which is made worse due to the historic nature of the road. It is narrow in places and was not originally built for the large traffic volumes it carries. It also has a high walled historic house on one side which causes a canyon type effect that makes dispersion of pollutants in the air more difficult. The former industrial nature of Enderby means that dwellings sit in close proximity to the roadside and may represent sensitive receptors with regards to air pollution exposure.

Figure 1 Map illustrating AQMA 6- Mill Hill in Enderby

The blue hatch box indicates the boundary of the AQMA.



In 2024, there were six Diffusion Tube sites within this AQMA and one CM. Although levels of NO₂ are below the AQOs, it remains an area of concern due to existing and planned developments in the area and requires close monitoring. The last exceedance at the AQMA was in 2023 where an annual average of one of the Diffusion Tubes in the area was recorded at 40.3 µg/m³. The locations of these monitoring sites are illustrated in Appendix C.

The AQMA will remain in place as advised by Defra and this AQAP will formulate actions to continue to tackle the issues in this area and the district as a whole.

Table 1: AQMA 6 Annual Mean NO₂ Concentrations

| Site Name | Site Type | X OS Grid Ref | Y OS Grid Ref | Annual mean NO ₂ concentration (µg/m ³) | | | | |
|--------------------------------------|-----------|---------------|---------------|--|------|-------------|-------------|------|
| | | | | 2020 | 2021 | 2022 | 2023 | 2024 |
| CM5, Moores Lane, Mill Hill, Enderby | Roadside | 453594 | 299549 | 22.9 | 18.9 | 24.9 | 19.1 | 31.5 |
| Hall Walk, Enderby (near CM5) | Roadside | 453605 | 299564 | 29.4 | 29.3 | 40.3 | 35.6 | 35.3 |
| 9 Mill Hill, Enderby | Roadside | 453467 | 299735 | 20.2 | 21 | 27.8 | 24.5 | 22.7 |
| 20 Mill Hill, Enderby | Roadside | 453435 | 299743 | / | / | 33.5 | 28.6 | 27.3 |
| LP by walkway, Mill Hill, Enderby | Roadside | 453495 | 299696 | / | / | 34.6 | 27.9 | 26.9 |
| LP 57, Hall Walk, Enderby | Roadside | 453673 | 299481 | / | / | 43 | 40.3 | 32.8 |
| LP 62, Mill Hill, Enderby | Roadside | 453571 | 299634 | / | / | 33.0 | 27.2 | 25.6 |

Exceedances of the NO₂ annual mean Objective of 40µg/m³ are shown in **bold**.

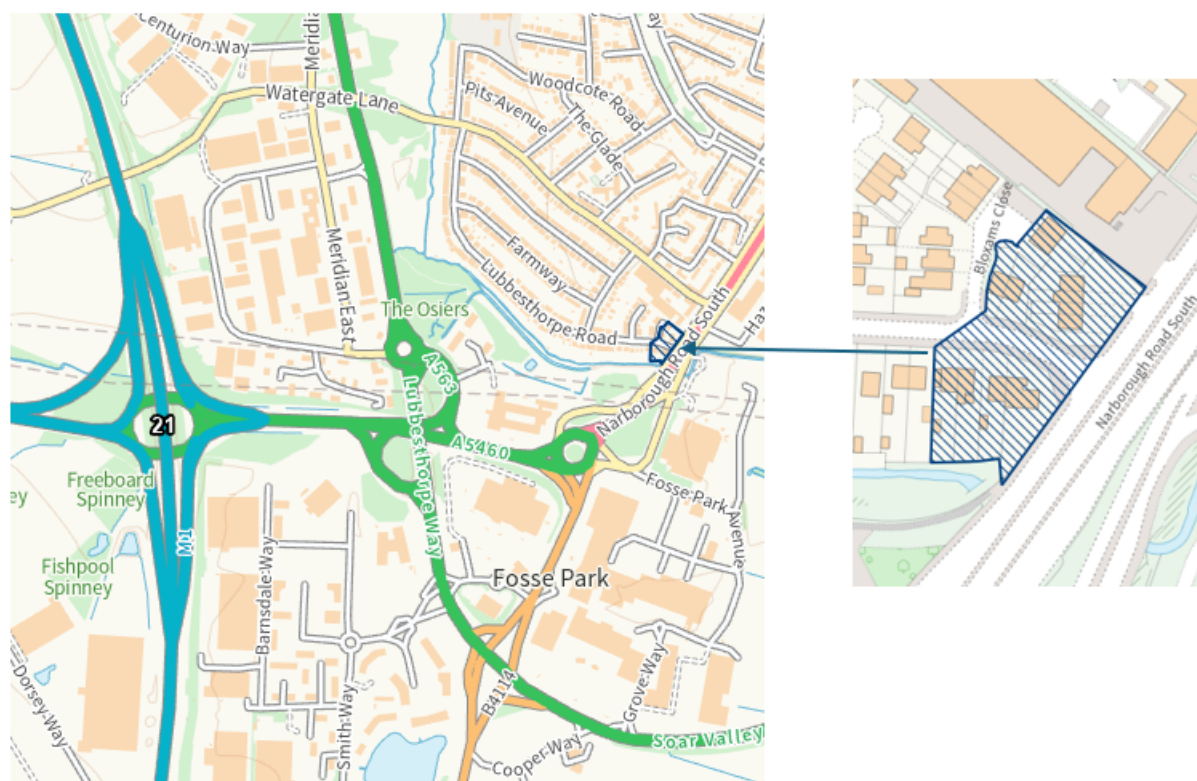
2.2 AQMA 7- Lubbethorpe Road, Braunstone Town

In 2022, an exceedance of the AQOs was recorded around the junction of Lubbethorpe Road and Narborough Road South in Braunstone Town. The exceedance was for NO₂ with a measurement of 43 µg/m³* (*distance corrected), which reduced to 35.7µg/m³* in 2023. Unfortunately, due to a technical error, there was a delay in the approval of the 2023 ASR, which led to a delay in the official declaration of the AQMA. In November 2024, this area was declared as an AQMA and is known as AQMA 7- Lubbethorpe Road, Braunstone Town. The Lubbethorpe Road area is in close proximity to a major junction of the SRN where the M1 and M69 meet and join up with other major road routes leading to all parts of Leicestershire. This part of the SRN also has a high occurrence of accidents which often leads to road closures and congestion which has a huge impact on the Local Road Network (LRN) in the district. National Highways is the relevant transport authority for the SRN and Leicestershire County Council Highways for the LRN.

In 2024, there were three Diffusion Tubes and one CM measuring NO₂ levels in AQMA 7. The last exceedance of the AQO was recorded in 2022, after which time the figures have continued to improve. In 2024, the CM recorded levels had decreased to 29.7µg/m³, which is a reduction of 13.3 µg/m³ of the annual mean.

Figure 2: Map illustrating AQMA 7-Lubbesthorpe Road, Braunstone Town

The blue hatch box indicates the boundary of the AQMA.

**Table 2: AQMA 7- Annual Mean NO₂ Concentrations**

| Site Name | Site Type | X OS Grid Ref | Y OS Grid Ref | Annual mean NO ₂ concentration (µg/m ³) | | | | |
|---|-----------|---------------|---------------|--|------|------------|--------------|------|
| | | | | 2020 | 2021 | 2022 | 2023 | 2024 |
| CM6, Lubbesthorpe Road | Roadside | 455722 | 300782 | 21 | 19.8 | 43* | 35.7* | 29.7 |
| On CM6 Lubbesthorpe Road, Braunstone Town | Roadside | 455732 | 300762 | / | 19.9 | 25.7 | 22.2 | 22 |
| 16 Lubbesthorpe Road, Braunstone Town | Roadside | 455702 | 300762 | / | / | / | 18.3 | 15.7 |
| 20 Lubbesthorpe Road, Braunstone Town | Roadside | 455681 | 300776 | / | / | / | 17.9 | 17.6 |

*These figures have been distance corrected for relevant exposure.

Exceedances of the NO₂ annual mean Objective of 40µg/m³ are shown in **bold**.

2.3 Additional Monitoring in the Blaby District

Blaby District Council have made an ongoing commitment to continue the monitoring and management of air quality throughout the district, to not only check compliance, but to ensure the current trend of improving air quality continues.

In 2022 and 2023, the Council successfully applied for air quality grants; Countdown to Clean Air and Particulates Matter, which were used to purchase indicative air

quality monitors called Zephyrs®. These Zephyrs®, although not an approved reference method by Defra, are a good resource to highlight potential problem areas that may require further investigation. They record real time data for NO₂ and PM and are easy to move around. Thirteen of the Zephyrs® were located in fixed locations in 2024. Two additional Zephyrs® are mobile and regularly moved around the district to investigate different locations.

The results for both NO₂ and PM monitoring to date, have not indicated any exceedances of the current annual AQOs:

Table 3: Zephyr® Monitoring results for Annual Mean NO₂

| ID | Site Name | Site Type | X OS Grid Ref | Y OS Grid Ref | Annual mean NO ₂ concentration (µg/m3) | | |
|-------|-----------------------------------|------------|---------------|---------------|---|------|------|
| | | | | | 2022 | 2023 | 2024 |
| 945 | Narborough Rd South | Suburban | 466102 | 301332 | 36.3 | 26.4 | 26.3 |
| 951 | Leisure Centre, Enderby | Roadside | 453942 | 298941 | 14.1 | 11.4 | 10.3 |
| 966 | Playing Fields, Stoney Stanton | Rural | 448856 | 294497 | / | 10.6 | 10.3 |
| 967 | Pumping Station, Huncote | Roadside | 451513 | 297318 | / | 15.9 | 17.0 |
| 970 | Croft Quarry 1, Croft | Industrial | 451509 | 296215 | / | 17.1 | 12.3 |
| 1020* | Croft Rec, Croft | Industrial | 451760 | 295783 | / | 15.6 | 16.1 |
| 1020* | Sharnford School | Other | 448098 | 292190 | / | / | 19.5 |
| 1045 | Croft Quarry 2 | Industrial | 451435 | 296019 | / | / | 13.9 |
| 1046 | Alyssum Way, Narborough | Roadside | 452881 | 298059 | 17.0 | 14.8 | 16.0 |
| 1049 | Osiers Nature Reserve, Braunstone | Other | 455543 | 300718 | / | / | 23.8 |
| 1283 | Stelle Way, Glenfield | Other | 454709 | 306981 | / | / | 23.0 |
| 1324 | Brierfield Road, Cosby | Roadside | 454809 | 294565 | / | 18.6 | 15.9 |
| 1432 | Hinckley Road, L.F.E | Roadside | 452555 | 303013 | / | 21.7 | 21.6 |
| 1484 | Mill Hill, Enderby | Roadside | 453509 | 299687 | / | 27.4 | 31.9 |

*Where there are two results showing for Zephyr ID number 1020, the unit was moved within the year, and the results reflect the annual mean for the time in situ.

Table 4: Zephyr® Monitoring results for Annual Mean PM2.5

| ID | Site Name | Site Type | X OS Grid Ref | Y OS Grid Ref | Annual mean PM _{2.5} concentration (µg/m ³) | | |
|------|-----------------------------------|------------|---------------|---------------|--|------|------|
| | | | | | 2022 | 2023 | 2024 |
| 945 | Narborough Rd South | Suburban | 466102 | 301332 | 9.2 | 8.3 | 7.8 |
| 951 | Leisure Centre, Enderby | Roadside | 453942 | 298941 | 7.5 | 6.6 | 6.4 |
| 966 | Playing Fields, Stoney Stanton | Rural | 448856 | 294497 | / | 7.4 | 9.4 |
| 967 | Pumping Station, Huncote | Roadside | 451513 | 297318 | / | 6.2 | 6.1 |
| 970 | Croft Quarry 1, Croft | Industrial | 451509 | 296215 | / | 7.0 | 7.1 |
| 1020 | Croft Rec, Croft | Industrial | 451760 | 295783 | / | 3.4 | 4.4 |
| 1020 | Sharnford School | Other | 448098 | 292190 | / | / | 5.2 |
| 1045 | Croft Quarry 2 | Industrial | 451435 | 296019 | / | / | 7.2 |
| 1046 | Alyssum Way, Narborough | Roadside | 452881 | 298059 | 7.7 | 8.2 | 5.7 |
| 1049 | Osiers Nature Reserve, Braunstone | Other | 455543 | 300718 | / | / | 4.1 |
| 1283 | Stelle Way, Glenfield | Other | 454709 | 306981 | / | / | 5.9 |
| 1324 | Brierfield Road, Cosby | Roadside | 454809 | 294565 | / | 6.1 | 6.1 |
| 1432 | Hinckley Road, L.F.E | Roadside | 452555 | 303013 | / | 6.1 | 2.6 |
| 1484 | Mill Hill, Enderby | Roadside | 453509 | 299687 | / | 5.6 | 5.6 |

*Where there are two results showing for Zephyr ID number 1020, the unit was moved within the year, and the results reflect the annual mean for the time in situ.

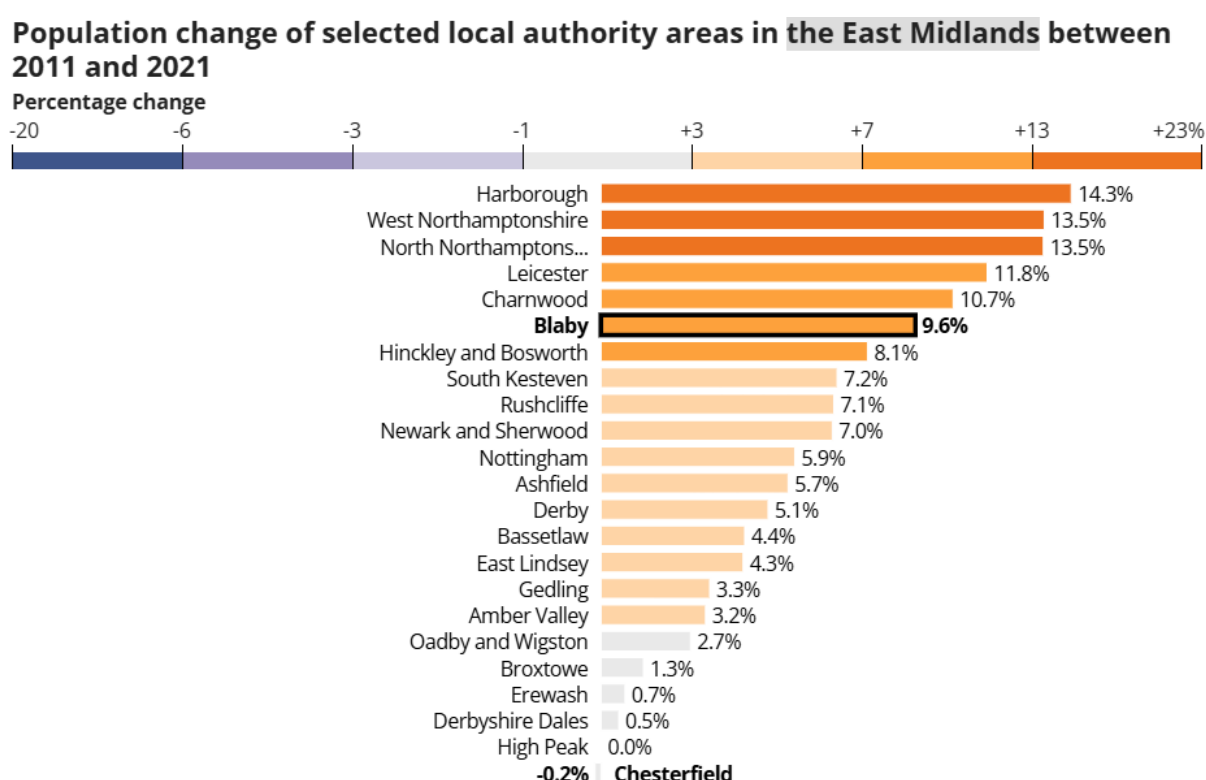
Table 5: Relevant Declared Air Quality Management Areas

| AQMA Name | Date of Declaration | Pollutants and Air Quality Objectives | One Line Description | Is air quality within the AQMA influenced by National Highways roads? | Level of Exceedance: Declaration | Level of Exceedance: Current Year | Number of Years Compliant with Air Quality Objective |
|---|---------------------|---------------------------------------|---|---|----------------------------------|-----------------------------------|--|
| AQMA 6- Mill Hill, Enderby | Declared 2018 | Nitrogen dioxide | Residential properties along Hall Walk and Mill Hill, Enderby | No | 43 µg/m ³ | 35.6 µg/m ³ | 1 |
| AQMA 7- Lubbethorpe Road, Braunstone Town | Declared 2024 | Nitrogen dioxide | Residential properties on and near to Lubbethorpe Road, Braunstone Town | No | 43 µg/m ³ | 36 µg/m ³ | 2 |

2.4 Public Exposure

In Blaby District, the population size was recorded at 102,900 in 2021⁵ and was estimated to be 105,278 in 2023⁶. During the last census period, the population of England and Wales grew by around 6.3% according to the Office for National Statistics (ONS). The population in the district grew by more than the national average and increased by 9.6%.

Figure 3: Population change in Blaby 2011 to 2021⁷



The local population is generally older than the national average with a higher growth experienced in older age groups due to the post war population boom. There has

⁵ [Blaby population change, Census 2021 – ONS](#)

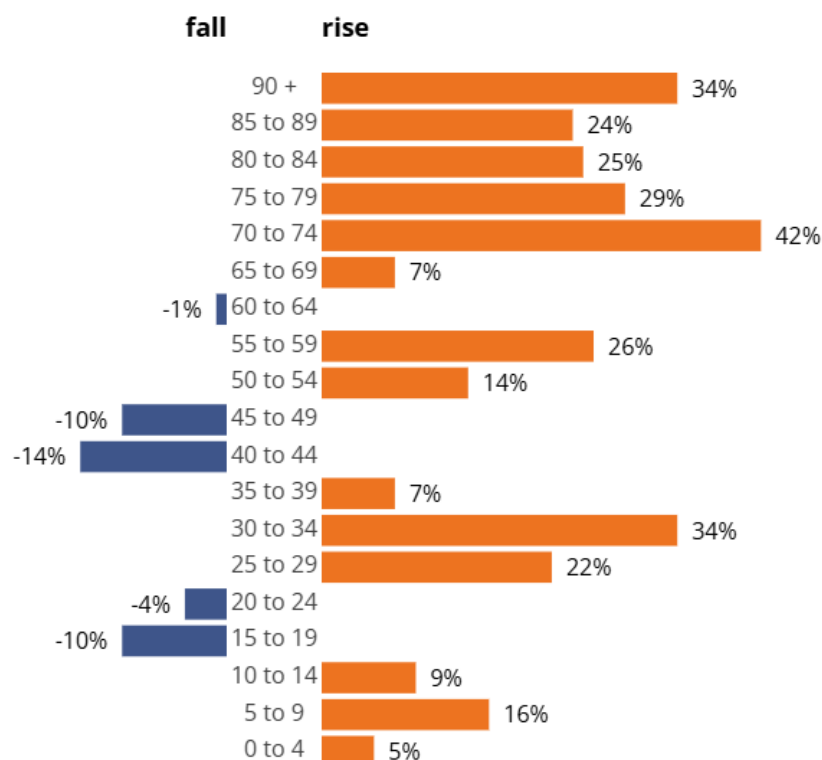
⁶ [Population - 2023 Mid-year estimates for Local Authorities | Tableau Public](#)

⁷ [Home - Office for National Statistics](#)

been an increase of 25% in people aged 65 and over⁸. This could potentially lead to a more vulnerable population within the district with regards to air quality.

Figure 4: Population change (%) by age group in Blaby District⁹

Population change (%) by age group in Blaby, 2011 to 2021



In order to understand the population that is exposed to poor air quality, a review of the estimated population of each AQMA has been undertaken. This has been done using the ONSs 'Lower Super Output Area' (LSOA) database¹⁰.

AQMA 6, Mill Hill Enderby covers approximately 40 residential properties, which is estimated to have an approximate population of 92 residents.

AQMA 7, Lubbethorpe Road Braunstone Town is a small area comprising of 12 properties with an estimated population of 28 residents.

⁸ [Blaby population change, Census 2021 – ONS](#)

⁹ [Home - Office for National Statistics](#)

¹⁰ [- Office for National Statistics](#)

3 Blaby District Council's Air Quality Priorities

3.1 Public Health Context

Poor air quality represents the largest environmental risk to public health. Long-term exposure to air pollution can cause chronic conditions such as cardiovascular and respiratory diseases as well as lung cancer, leading to reduced life expectancy. According to Public Health England¹¹, it is estimated that long-term exposure to man-made air pollution in the UK has an annual effect equivalent to between 28,000-36,000 deaths.

Research shows that the most common pollutants of concern are NO₂ and PM. NO₂ is a gas that is produced from combustion processes. Defra estimates that the most common condition associated with NO₂ is thought to be asthma. Between 2007-2017, there was an increase of 25% in annual asthma deaths in the UK¹².

In 2013, a nine-year-old child died following an asthma attack in the London Borough of Lewisham. The girl, Ella Adoo-Debrah, lived in close proximity to a main road, and had been admitted to hospital 27 times in the three years prior to her death. An inquest in 2020 ruled that the girl had been exposed to excessive levels of pollution, that there had been a recognised failure to reduce the levels of NO₂ and that the lack of information provided to her mother possibly contributed to her death. This was the first case in the UK to have ruled air pollution as the cause of death (Coroner of Inner South London, 2021)¹³.

The other main pollutant of concern, PM, is thought to cause a wider range of conditions such as coronary heart disease, stroke and cancers. PM is a term used to

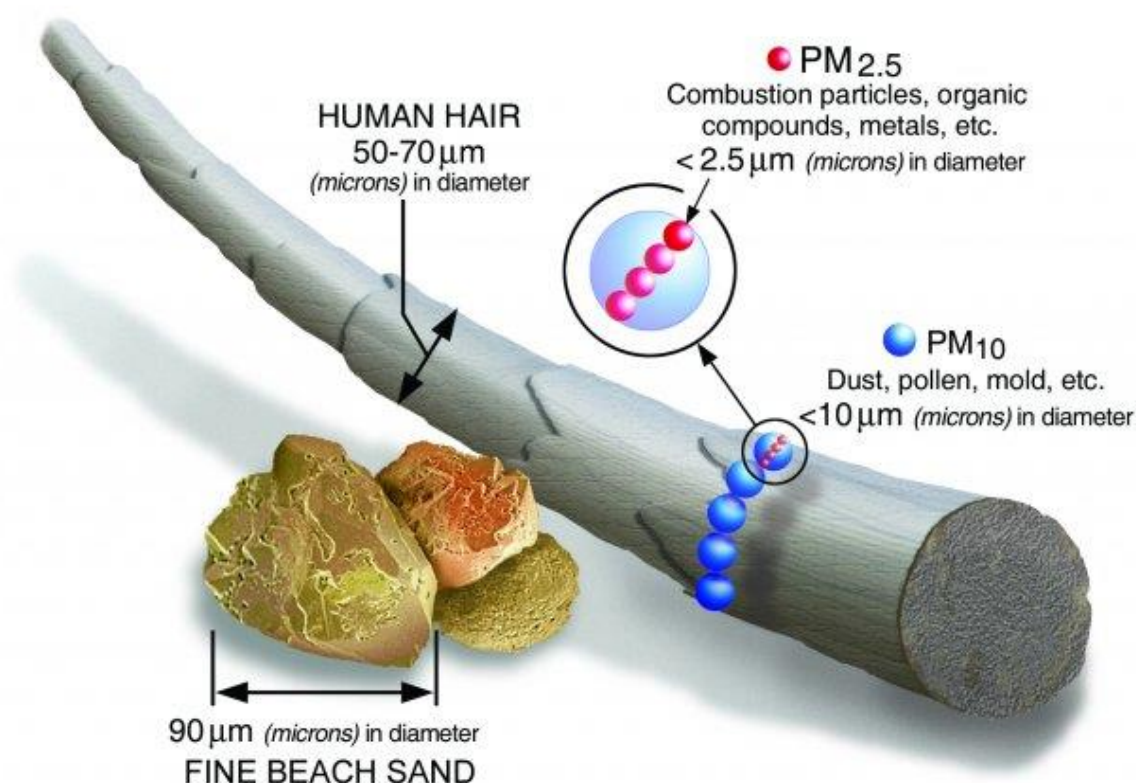
¹¹ [Health matters - air pollution - GOV.UK](https://www.gov.uk/health-matters/air-pollution)

¹² www.asthmaandlung.org.uk

¹³ [Committee on the Medical Effects of Air Pollutants \(COMEAP\): 2023 Annual Report](https://www.comeap.org.uk/2023-annual-report)

describe a mix of solid and liquid particles of different size, shape and make-up. The main sources of man-made PM is caused by the combustion of fuels and brake and tyre wear. In addition, there are also natural sources of PM, which include wind-blown dust and soil, spray from the sea and fires that involve the burning of vegetation. There are different sizes of PM, but it is thought that PM_{2.5} (fine particles) have the strongest evidence for adverse effects on health. Public Health England predict that if there were to be a reduction in fine Particulate Matter of just 1µg/m³, it could prevent around 50,900 cases of coronary heart disease, 16,500 strokes, 9,300 cases of asthma and 4,200 cases of lung cancer¹⁴.

Figure 5: Size Comparisons for Particulate Matter (PM)¹⁵

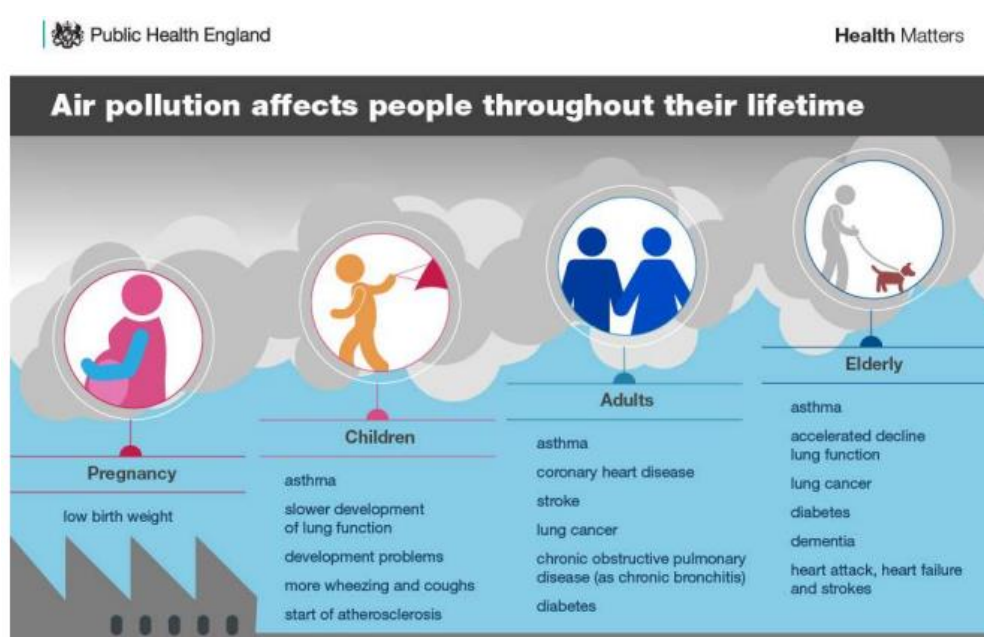


¹⁴ [Health matters air pollution - GOV.UK](https://www.gov.uk/health-matters/air-pollution)

¹⁵ [Particulate Matter \(PM\) Basics | US EPA](https://www.epa.gov/particle-pollution/particulate-matter-pm-basics)

Air pollution can be harmful to anyone, but some people are more impacted as a result of where they live, or their vulnerability to health problems caused by air pollution. This can include groups such as children, pregnant women, older adults and those with pre-existing health conditions:

Figure 6: How Air pollution affects people throughout their lifetime¹⁶



It is also important to consider when implementing measures to improve air quality, whether they could put low-income residents at an increased disadvantage as they may be less able to take individual action to reduce their exposure to air pollutants.

Some examples of this are as follows¹⁷:

Employment and Travel- Some workers may not be able to choose to work from home or be able to travel at non- peak times to avoid congestion. Those living on

¹⁶ [Health matters air pollution - GOV.UK](https://www.gov.uk/health-matters/air-pollution)

¹⁷ [LAQM-Policy-Guidance-2022.pdf](#)

lower incomes are less likely to have choice over their transport options and therefore less capacity to change how they travel.

Fuel-Poverty- Those living in fuel poverty are less likely to choose environmentally friendly options over lower cost options.

Schools- People living on lower incomes are less likely to be able to choose where their children attend school and consequently the air pollution that they are exposed to.

It is therefore important to consider methods of communication and to think about how to reach all groups, including those most vulnerable.

3.2 Planning and Policy Context

This AQAP outlines the Council's plan of actions to effectively tackle air quality issues that are within its control. This section provides an outline of the strategies and policies that have the most potential to impact upon pollutant concentrations.

3.2.1 Local Plan

A Local Plan is a document that outlines policies and proposals for future development in a specific area, Blaby District. It covers aspects such as housing, shops, employment and provides guidelines on where developments should take place and areas where it should be restricted.

Blaby District Council is currently in the process of writing a new Local Plan following a review of local government proposals to change the national planning system, the National Planning Policy Framework (NPPF). The new Plan will include compulsory housing targets and policies that have changed. The next version (regulation 19 version) is expected to be produced in draft ready for consultation in November 2025. Once consultation has been completed, it will be put to the Planning Inspectorate for examination by an independent reviewer. A Strategic Air Quality Assessment is currently being undertaken of the potential impacts of the emerging plan, the results of which will be fed into the consultation draft.

3.2.2 Leicestershire's Local Transport Plan 2026- 2040

The Local Transport Plan (LTP)¹⁸ is a statutory requirement of the Local Transport Act 2008. It is on its fourth version (LTP4), and it was adopted in November 2024. It sets out Leicestershire's vision for delivering integrated transport at a local level up until 2040. It is developed by Leicestershire County Council and sets out how transport can continue to play an important part in Leicestershire's success.

One of the key points raised in the LTP4, is the impact transport has on air quality. Between 2005 and 2019, the emissions share generated by transport within Leicestershire grew from 24% to 35%. It is noted a significant contributor to air pollution are Heavy Goods Vehicles (HGV's), and that there will be an estimated 30% increase in freight demand across the county up to 2043.

Some of the transport demands can be met by investing county wide in the Electric Vehicle (EV) charging infrastructure. It is expected that the demand for EV's will grow from 13,100 cars in 2023 up to 415,800 in 2040, which in turn could reduce emissions by 29%. However, HGV's pose a bigger problem as electric power is not a reliable fuel for large vehicles. LTP4 is looking at ways to support alternative fuels options which will help to reduce the impact on air quality from these larger vehicle types.

3.2.3 Active Travel Strategy 2024-2034

The Blaby District Council Active Travel Strategy (ATS)¹⁹ focuses on actions that aim to increase the provision of infrastructure to encourage and promote the usage of non-motorized transport options such as walking and cycling. The ATS links to the Local Cycling and Walking Infrastructure Plan (LCWIP), which is a blueprint that outlines the methodology for identifying improvements to cycling and walking infrastructure at the local level. The goal of the strategy is: *"... to make transportation more accessible, lower carbon emissions, improve air quality, promote Active Travel*

¹⁸ [A Local Transport Plan for Leicestershire - Core Document 2026 - 2040](#)

¹⁹ [Blaby District Council Active Travel Strategy](#)

options like cycling and walking, enhance road safety and maintain our transport assets”.

3.2.4 National legislation: Zero Emission Vehicle mandate

The UK government and devolved administrations are taking action to meet Net Zero targets, specifically regarding speeding up the decarbonisation of road transport. The UK is committed to ensure that all new cars and vans should be zero emissions from the year 2035. The Zero Emission Vehicle (ZEV) mandate²⁰ is the most ambitious regulation of its kind in any country and sets out a clear pathway to achieve the ending of the sale of non-ZEV cars and vans. This should help reduce pollution from NO_x in some areas, although it is noted that this does not include HGV's.

3.2.5 Climate Change

[The Blaby District Council Net Zero Action Plan](#) was adopted in December 2023 and sets out the Council's strategy for achieving Net Zero for its own operational emissions by 2030. The Action Plan sets out 50 completed, current and future Net Zero actions undertaken or potentially undertaken by the Council. A number of these projects are directly linked to air quality and will be actioned in conjunction with air quality initiatives or will contribute to achieving Air Quality Objectives. In particular, the Flex-D EV charging points project and 'Let's Go Electric' Defra funded project to purchase an electric road sweeper, and an electric refuse collection vehicle (eRVC) conversion kit are included in the air quality measures below.

The Council has also adopted a [Climate Change Strategy 2020-2030](#). Whilst this strategy covers the Council's own operations, it also focusses on where the Council can influence a reduction across the district. There are six key overarching aims of the strategy: reducing CO₂ emissions, protecting the environment, travel and transport, waste and resources, sustainable communities and behaviour change and education. Travel and transport and behaviour change, and education are the two

²⁰ [Zero emission vehicle \(ZEV\) mandate consultation: summary of responses and joint government response - GOV.UK](#)

aims which overlap most closely to proposed air quality measures. Therefore, these will provide the best opportunities for collaboration with the Net Zero Programme Delivery Officer.

3.3 Source Apportionment

Source apportionment is the gathering of information about the origin of a pollutant and the amount it contributes to ambient air pollution levels.

A report from 2021 from Leicestershire County Council highlights issues from the SRN causing local traffic to be impacted as a result:

“Capacity issues at M1 Junction 21 affect wider local road network. This is exacerbated by a general lack of route resilience, particularly around Leicester, which is just off the junction. The congestion resulting from frequent incidents at or near the junction have major economic and environmental impacts on much of the western part of the Leicester area, particularly as the junction forms the main SRN access to the City of Leicester. The junction is highlighted in our Local Transport Plan 3 (LTP3) as affecting inter-urban travel, as well as connectivity to Leicester and the southern suburbs, at peak times”²¹

As a result of the SRN, this can have an impact on background pollution levels and behavioural actions using local roads when the SRN becomes congested and or blocked. Queuing traffic is particularly relevant at AQMA 6 when the SRN becomes congested.

Whilst it is important to discuss the SRN, the AQAP measures presented in this report are intended to be targeted towards the predominant sources of emissions within the Council's local area, focusing on the LRN.

A source apportionment exercise was carried out by Blaby District Council officers in May 2025. The Defra Emissions Factor Toolkit v13.1 was used to calculate the source apportionment. The following two charts illustrate how each vehicle type contributes to the total composition of NO_x emissions.

²¹ democracy.leics.gov.uk/documents/s165652/Appendix.pdf

Figure 7: AQMA 6- Mill Hill NO_x Source Apportionment

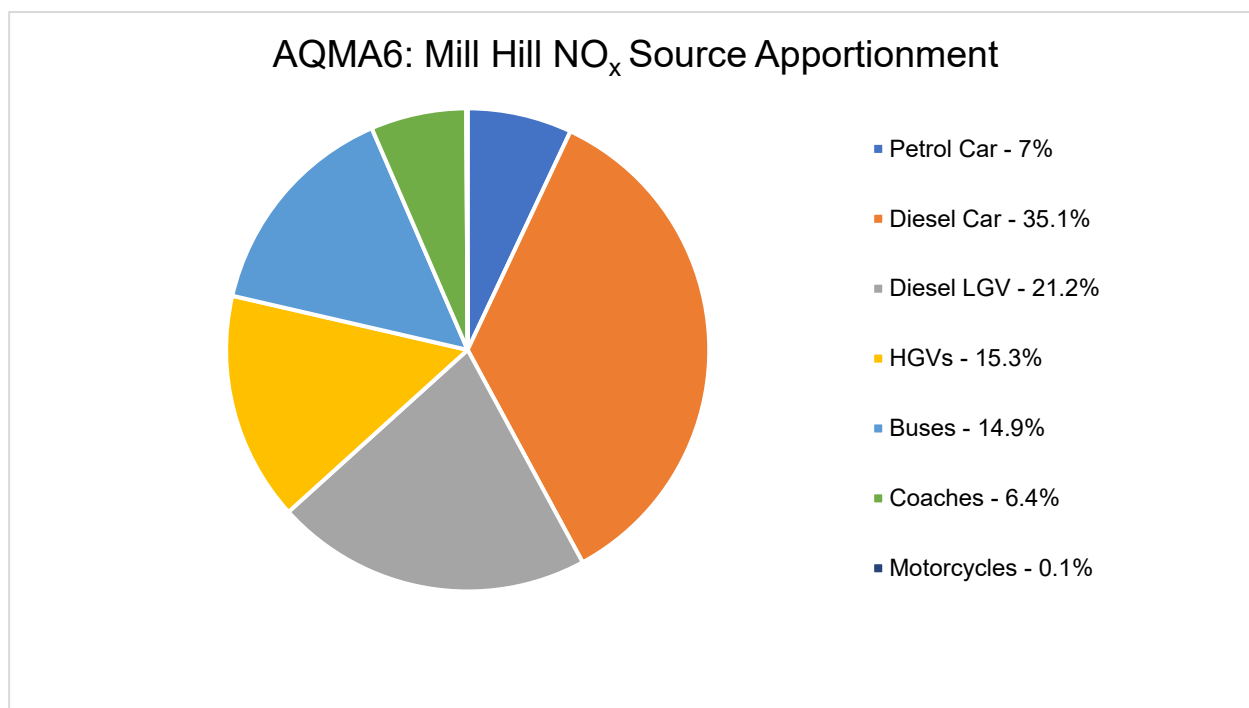
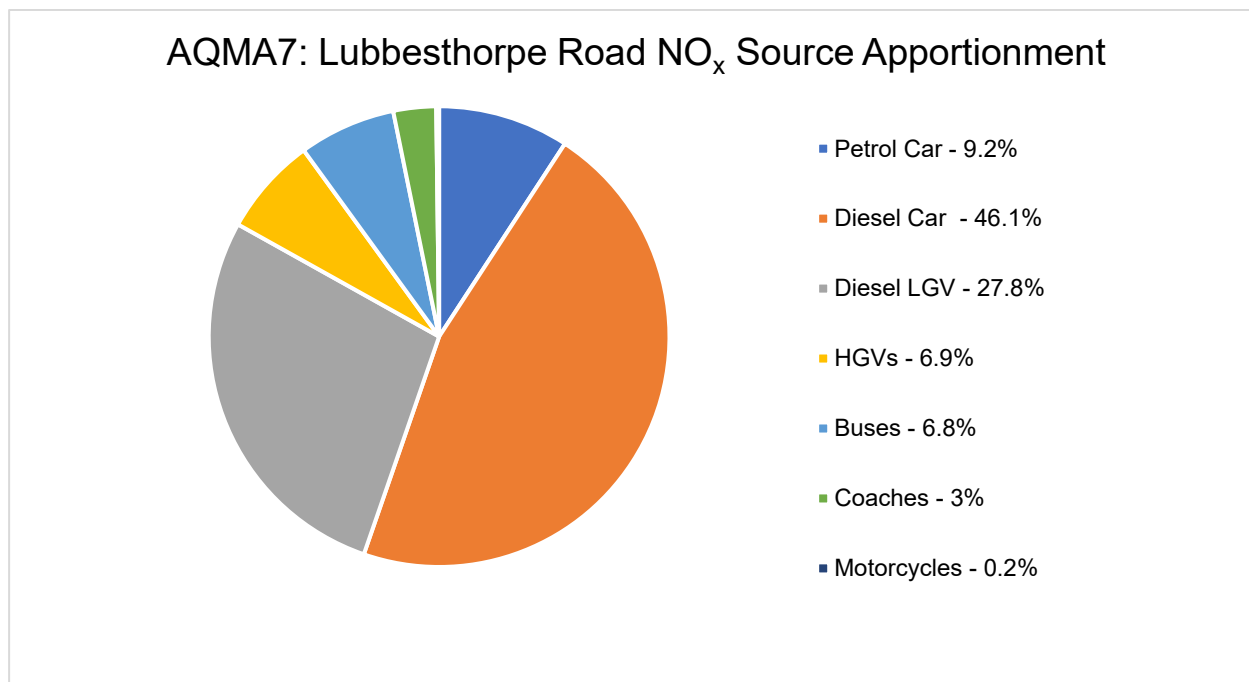


Figure 8: AQMA 7- Lubbethorpe Road NO_x Source Apportionment



Diesel cars are a significant contributor to NO₂ levels, with diesel LGVs providing the second largest contribution. A higher proportion of HGVs is shown in AQMA6, which was expected due to its proximity to several industrial estates and processes.

Measures will therefore focus on reducing the number of diesel vehicles and encouraging EVs.

It should be noted that detailed dispersion modelling was not used to calculate the source apportionment above. The process used is limited and therefore the results are largely indicative.

The main risk to exposure from air pollution in both AQMAs will be to residents and anyone working in the area. In addition, some people will be exposed, albeit for a short period of time, by walking, biking, scooting and driving through the areas.

3.4 Required Reduction in Emissions

In 2024, both AQMA 6 and AQMA 7 were compliant with the annual AQO for NO₂. The most recent exceedance in AQMA 6 was in 2023, where DT118 recorded an exceedance of 40.3 µg/m³. The most recent years of exceedance for AQMA7 was in 2022 where CM6 recorded 47.8 µg/m³, once distance corrected this exceedance was 43.0 µg/m³.

The required reduction in NO₂ and NO_x is shown below in Table 6 based on the most recent exceedances of the AQOs. Guidance from Chapter 7 in TG22 and the NO_x to NO₂ calculator was used to determine these figures.

Table 6: Required reduction in NO₂ and NO_x

| AQMA | Most recent exceedance (µg/m ³) | Required reduction in NO ₂ (µg/m ³) | Required reduction in NO _x (µg/m ³) | Percentage decrease required in NO _x (%) |
|--------|---|--|--|---|
| AQMA 6 | 40.3 | 0.3 | 1.06 | 1.3 |
| AQMA 7 | 43.0 | 3.0 | 10.68 | 13.2 |

3.5 Key Priorities

Based on the information provided overleaf, the following key areas have been defined for action, although there is some overlap between the categories. The focus is to achieve and maintain compliance with the National Air Quality Objectives and this is proposed to be achieved through the following priorities:

- **Priority 1: Promoting the use of low/ zero emission transport and infrastructure**
 - Installation of EV charging infrastructure throughout the district through collaboration with partners.
 - Leading by example and continuing to improve the Council's own vehicle fleet using alternative fuel options and upgrading to EV's where possible. Seeking out additional funding sources to assist when available.
 - Encouraging the use of sustainable travel options, such as on demand bus services, EV bus services, Park and Ride, and car sharing.
 - Incentivising and promoting the benefits of using EV's for Hackney Carriage and Private Hire Licence holders.
 - Ensuring existing Section 106 agreements are adhered to, such as the building of bypasses and bridges to divert traffic away from potential areas of concern.
- **Priority 2: Environmental Permitting and other regulatory measures**
 - To use legislation and enforcement actions to control air pollution.
 - To ensure all inspections are completed within statutory timeframes and actions followed up and addressed.
- **Priority 3: Policy Guidance and Development Management**
 - To use the Local Plan to shape the future development of the district's towns and villages, whilst considering the impacts on air quality.

- Using Section 106 agreements to require developers to contribute towards the mitigation of adverse air quality impacts and contribute positively to the district's infrastructure.
- To continue collaborative work to build a strong network of air quality advice and support within the district and neighbouring authority districts.
- Scrutinizing planning applications to ensure any air quality impact of development is minimised and aligns with actions within this AQAP.
- **Priority 4: Public Health and wellbeing education and behavioural change**
 - To continue to work with the Air Quality and Health Partnership and to take actions forward to improve air quality and health throughout the county.
 - To engage with schools and businesses across the district to promote active travel.
 - To promote Clean Air Day activities and lead by example.
- **Priority 5: Reducing emissions from domestic heating, industry and services**
 - To conduct a review of the district's Smoke Control Areas and update the enforcement policy to ensure adherence.
 - To educate residents and businesses through website, newsletters, business events and social media.
- **Priority 6: Air Quality Monitoring**
 - To continue to assess and review NO₂, NO_x and PM levels throughout the district in order to achieve and maintain compliance of the AQOs.
 - To carry out additional investigatory works to help identify any new areas of concern in order to take proactive actions to prevent levels exceeding the AQOs.
 - To proactively seek out funding options and grants to enable further improvements to the air quality within the district.

4 Development and Implementation of Blaby District Council AQAP

4.1 Consultation and Stakeholder Engagement

In developing/updating this AQAP, the Council have worked with other local authorities, agencies, businesses and the local community to improve local air quality. Schedule 11 of the Environment Act 1995, as amended by the Environment Act (2021), requires local authorities to consult the bodies listed in Table 6

Following approval of this AQAP as a draft by the Cabinet Executive, the below stakeholder engagement will be undertaken:

- Website
- Social media
- Blaby District Council Newsletter
- Parish Councils and elected members
- Other interested parties that have previously contacted us regarding air quality
- Local businesses
- Universities
- Residents in AQMA6 and AQMA7

The consultation will commence once the draft is approved by Defra and will last for approximately 8 weeks.

The response to our consultation stakeholder engagement will be given in [Appendix A: Response to Consultation](#).

Table 77: Consultation to be Undertaken

| Consultee | Consultation to be Undertaken |
|------------------------|-------------------------------|
| The Secretary of State | Yes |

| Consultee | Consultation to be Undertaken |
|---|-------------------------------|
| The Environment Agency | Yes |
| National Highways | Yes |
| All neighbouring local authorities | Yes |
| The County Council | Yes |
| Other public authorities as appropriate, such as Public Health officials | Yes |
| Bodies representing local business interests and other organisations within the AQMAs | Yes |

4.2 Steering Group

A working group of officers, including representatives from Environmental Services (Blaby District Council); Highways and Public Health (Leicestershire County Council) and representatives from the seven districts within Leicestershire is established. The group is known as the Air Quality and Health Partnership and meets every six weeks to discuss concerns, actions, share ideas and any information relating to air quality and health, as well as co-ordinated work on shared projects. The key roles of the partnership are as follows:

- To provide strategic direction for reducing air pollution and its harmful effects on health.
- To provide clear leadership and vision in activities that seek to improve air quality in Leicestershire.
- To identify actions that prioritise and respond to local need and the groups most vulnerable to the impact of poor air quality.

5 AQAP Measures

Table 8 shows the Blaby District Council AQAP measures. It contains:

- A list of the actions that form part of the plan;
- The departments/organisations responsible for delivering this action;
- Estimated cost of implementing each action;
- Expected benefit in terms of pollutant emission and/or concentration reduction;
- The timescale for implementation; and
- How progress will be monitored.

NB: Please see future Annual Status Reports (ASRs) for regular annual updates on implementation of these measures.

Table 8 8 – Air Quality Action Plan Measures

| Measure No. | Measure | Category | Classification | Estimated Year Measure to be Introduced | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Defra AQ Grant Funding | Funding Status | Estimated Cost of Measure | Measure Status | Target Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments/Potential Barriers to Implementation |
|-------------|---|---|--|---|------------------------------------|--|--|------------------------|----------------|---------------------------|----------------|---|---|--|---|
| 1 | Publication of updated Local Plan | Policy Guidance and Development Control | Air Quality Planning and Policy Guidance | 2025 | 2026 | BDC | BDC | NO | Funded | < £10k | Implementation | The aim of this measure is to ensure air quality is thoroughly considered in future development | Introduction of new Local Plan with air quality addressed | The new Local Plan is currently being developed, with a draft expected November 2025. Environmental Services have been involved to ensure air quality is thoroughly considered | |
| 2 | Air quality monitoring; including investigatory indicative monitoring and detailed source apportionment | Other | Other | 2025 | 2026 | BDC | BDC | NO | Funded | £10k - 50k | Implementation | Not quantifiable | Monitoring completed and information gained | The Council currently monitors across the district however more investigatory monitoring and a detailed source apportionment exercise at more locations would be beneficial | |
| 3 | Continued installation of EV Charging Points and improving EV charging infrastructure | Promoting Low Emission Transport | Other | 2025 | 2026 | BDC, LCC, neighbouring local authorities | Partial government fund and remaining from local authorities | NO | Funded | £1 million - £10 million | Implementation | Up to 1µg/m ³ | EV Chargers installed | Harborough District Council secured funding in 2023. The contractors have been appointed and the planning application approved. Works are expected to commence in 2025 | |

| Measure No. | Measure | Category | Classification | Estimated Year Measure to be Introduced | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Defra AQ Grant Funding | Funding Status | Estimated Cost of Measure | Measure Status | Target Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments/Potential Barriers to Implementation |
|-------------|--|---|---|---|------------------------------------|--|--|------------------------|----------------|---------------------------|----------------|---|---|--|---|
| | | | | | | | | | | | | | | to install EV Chargers across the County | |
| 4 | Increase and improve air quality information and advice | Public Information | Via the Internet | 2025 | 2026 | BDC | BDC | NO | Funded | < £10k | Planning | Up to 0.5 µg/m³ | Information improved | A review is scheduled for the information available to the public. Particular attention will be paid to information on what the public can do to improve air quality | |
| 5 | Review and increase enforcement of existing Smoke Control Areas (SCAs) | Policy Guidance and Development Control | Other policy | 2025 | 2026 | BDC | Defra, BDC | YES | Funded | £10k - 50k | Planning | Up to 0.5 µg/m³ | Increase of enforcement action in SCAs | BDC has received a grant from Defra to review our current Smoke Control Policy. Officers are currently in the planning stage for this project | |
| 6 | Implementation of Active Travel Strategy 2024 | Promoting Travel Alternatives | Intensive active travel campaign & infrastructure | 2024 | 2034 | BDC | BDC | NO | Funded | £50k - £100k | Implementation | Up to 1µg/m³ | Strategy Actions implemented | Both an Active Travel Strategy and Active Travel Action Plan were introduced in 2024 | |
| 7 | Collaborative partnership working and Information sharing | Policy Guidance and Development Control | Regional Groups Co-ordinating programmes to develop Area wide | 2025 | Ongoing | BDC, LCC, neighbouring local authorities | BDC, LCC, neighbouring local authorities | NO | Funded | < £10k | Implementation | Not quantifiable | Continued collaboration and effective information sharing | BDC regularly meets with other stakeholders | |

| Measure No. | Measure | Category | Classification | Estimated Year Measure to be Introduced | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Defra AQ Grant Funding | Funding Status | Estimated Cost of Measure | Measure Status | Target Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments/Potential Barriers to Implementation |
|-------------|--|-------------------------------|--|---|------------------------------------|------------------------|---------------------------|------------------------|----------------|---------------------------|----------------|---|---|---|---|
| | | | Strategies to reduce emissions and improve air quality | | | | | | | | | | | | |
| 8 | Control of Industrial Emissions | Environmental Permits | Measures to reduce pollution through IPPC Permits going beyond BAT | 2025 | Ongoing | BDC | BDC | NO | Funded | < £10k | Planning | 0.5µg/m³ | Inspections completed and a decrease in risk rating for processes | BDC currently conducts EPR inspections, a review will be conducted to ensure these are all up to date | |
| 9 | Upgrading of the Council's own vehicle fleet to greener alternatives | Vehicle Fleet Efficiency | Vehicle Retrofitting programmes | 2024 | Ongoing | BDC | Defra, BDC | YES | Funded | £100k - £500k | Implementation | 0.5µg/m³ | New vehicles in operation | Electric road sweeper is now operational and the retro-fitted electric RCV is expected to be operational in 2025. A vehicle naming competition was held with prizes given out between November 2024 - February 2025 | |
| 10 | Promote uptake of sustainable transport, such as EVs and buses | Promoting Travel Alternatives | Intensive active travel campaign & infrastructure | 2025 | Ongoing | BDC, LCC | BDC, LCC, s106 agreements | NO | Not Funded | £10k - 50k | Planning | 0.5µg/m³ | Alternatives promoted and provided | Enderby Hub s106 agreement in place to provide all Hub employees with a bus pass. Other ways to promote alternative travel will be explored | |

| Measure No. | Measure | Category | Classification | Estimated Year Measure to be Introduced | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Defra AQ Grant Funding | Funding Status | Estimated Cost of Measure | Measure Status | Target Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments/Potential Barriers to Implementation |
|-------------|---|-------------------------------------|---|---|------------------------------------|------------------------------------|----------------------|------------------------|----------------|---------------------------|----------------|---|---|---|---|
| 11 | Promote benefits of car sharing schemes/buses routes and alternative modes of transport to local businesses | Alternatives to private vehicle use | Car & lift sharing schemes | 2025 | 2026 | BDC | BDC | NO | Funded | < £10k | Planning | Up to 0.5 µg/m³ | Meeting attended and alternatives promoted | Intention to engage with local businesses through the BDC Business Breakfasts | |
| 12 | Complete anti-idling campaign | Public Information | Via other mechanisms | 2026 | 2026 | BDC | BDC | NO | Not Funded | < £10k | Planning | Not quantifiable | Campaign delivered | Currently in early planning stages | |
| 13 | Delivery of highway improvements associated with the Lubbesthorpe Development | Traffic Management | UTC, Congestion management, traffic reduction | 2025 | Ongoing | BDC Planning, LCC, local developer | LCC, s106 agreements | NO | Not Funded | £1 million - £10 million | Planning | Up to 1µg/m³ | Highway improvements delivered resulting in a decrease in traffic and queuing | Lubbesthorpe Development s106 agreement to improve junctions at Foxhunter roundabout, Desford road junction and to build a bridge over M69. | |
| 14 | Encourage / Facilitate home-working | Promoting Travel Alternatives | Encourage / Facilitate home-working | 2025 | Ongoing | BDC | BDC | NO | Funded | < £10k | Planning | Not quantifiable | Less journeys into work | BDC currently has a flexible working policy in place that allows for home working | |
| 15 | Taxi Licensing schemes | Promoting Low | Taxi emission incentives | 2025 | 2028 | BDC | BDC | NO | Funded | < £10k | Planning | Up to 0.5µg/m³ | Increase in number of | Current Hackney Carriage and Private Hire Policy 2022- | |

| Measure No. | Measure | Category | Classification | Estimated Year Measure to be Introduced | Estimated / Actual Completion Date | Organisations Involved | Funding Source | Defra AQ Grant Funding | Funding Status | Estimated Cost of Measure | Measure Status | Target Reduction in Pollutant / Emission from Measure | Key Performance Indicator | Progress to Date | Comments/Potential Barriers to Implementation |
|-------------|---------------|--------------------|----------------|---|------------------------------------|------------------------|----------------|------------------------|----------------|---------------------------|----------------|---|---------------------------|--|---|
| | and promotion | Emission Transport | | | | | | | | | | | PHVs/HCVs using scheme | 2027 provides financial incentives. Ways to promote this scheme will be explored and a new policy will need to be published for 2027 | |

Notes:

Measures are presented in priority order, based on cost-benefit analysis. The potential effectiveness of the measure was weighted against the potential cost and timescale of the measure.

More information on each measure can be found in [Timescales](#) of the AQAP measures section below.

5.1 Timescales of the AQAP Measures

Measure 1 – Publication of updated Local Plan

The new Local Plan is currently being produced. The Plan sets out the future for Blaby District development and where future housing, retail and employment sites can expect to be built. A full draft is expected in November 2025, which will be consulted on with residents, businesses and communities asking their views on the proposals.

The Environmental Services Team has been consulted during the drafting process to comment on the potential effects to air quality, and a Strategic Air Quality Assessment is currently being undertaken.

Measure 2 – Air quality monitoring, including investigatory indicative monitoring and detailed source apportionment

The Council currently measures air quality across the district through Continuous Monitors (CM), Diffusion Tubes and using indicative low-cost monitoring devices, Zephyrs®.

The Council works closely with the Air Quality and Health Partnership to share information and reports produced using all types of monitoring including mobile and fixed devices. The Council is taking a leading role in pushing through the Public Health Leicestershire public portal, in order to make air quality data accessible to the public in real time, aiding them to make informed decisions.

The Council will continue to conduct investigatory monitoring to identify any new areas of concern with the use of Zephyrs, CM's and Diffusion Tubes and officers will monitor source apportionment on a bi-annual basis.

This is a continuous action and will be achieved throughout the lifetime of the AQAP and beyond.

Measure 3 – Continued installation of EV Charging Points and improving EV charging infrastructure

Flex-D is a project led by Harborough District Council which includes installation of solar powered charging hubs in each district or borough in Leicestershire. As part of this scheme, an EV charging hub will be installed at Enderby Leisure Centre.

Enderby Leisure Centre is situated very close to AQMA 6 so it is hoped this will help to reduce vehicle emissions. This project is partially funded through a government grant, which was awarded in 2023.

The planning application for the installation has been approved and works are expected to commence at Enderby Leisure Centre during 2025. The charging points are expected to be operational for the public to use by 2026.

Measure 4 – Increase and improve air quality information and advice

The Council's air quality webpages are regularly reviewed by both the Environmental Services and Communications teams, however there is little information on actions residents can do to improve air quality. A review of the information and advice available to residents will be conducted by the Council's Environmental Services Team. This is likely to take place after the consultation of this draft AQAP and should therefore be completed in 2026.

Measure 5 – Review and increase enforcement of existing Smoke Control Areas (SCAs)

Both AQMAs are also within Smoke Control Areas (SCAs) and therefore ensuring the Smoke Control Orders are enforced appropriately is essential to improving air quality. In 2024, the Council received a grant from Defra known as a 'New Burdens' fund. The grant was awarded to provide support to improve the enforcement and management of smoke emissions in smoke control areas. It is expected this review of the Councils Smoke Control Areas will be conducted and implemented through 2025 and 2026.

Measure 6 – Implementation of Active Travel Strategy 2024

Both the [Active Travel Strategy](#) and [Active Travel Action Plan](#) were published in 2024. They contain actions the Council will implement through to 2034 to increase active travel infrastructure and to promote an increase in active travel.

Measure 7 – Collaborative partnership working and information sharing

The Council already regularly meets and collaborates with neighbouring local authorities and stakeholders including through the Air Quality and Health Partnership and the Children and Young People Respiratory Working Group. This measure will be ongoing and the Council will continue to explore additional ways to collaborate with these groups and to build on existing information sharing.

Measure 8 – Control of Industrial Emissions

Blaby District Council Environmental Services Team currently conduct Environmental Permit Regulation inspections for 34 active processes. This measure aims to go beyond Best Available Technique (BAT) for emission controls within these processes. Five of these processes are located off Mill Hill in Enderby (AQMA6). These inspections will be ongoing however it is anticipated that all inspections will be up to date by March 2026.

Measure 9 – Upgrading of the Council's own vehicle fleet to greener alternatives

In 2024, the Council's own fleet travelled approximately 264,794 miles delivering services to the residents and businesses in the district. The refuse vehicles already use Hydrogenated Vegetable Oils (HVOs) as a fuel source, which is a greener form of diesel and accounts for 198,130 of those miles. The Council aims to convert the remaining fleet vehicles to HVOs where possible.

In 2023, the Council was awarded an air quality grant from Defra of £573,701 for the 'Let's Go Electric' project. The project used the grant monies to purchase an electric road sweeper and to convert an existing diesel Refuse Collection Vehicle (RCV) to fully electric. The road sweeper is already in use in the district, and the Council took receipt for the converted RCV in December 2024.

A vehicle naming competition was held for both the road sweeper and the RCV to increase awareness of the project. Local children were asked to submit potential names for each vehicle in November 2024, with winners announced in December 2024.

It is planned that the converted RCV will be used within the AQMAs to help reduce emissions in these areas. This project is expected to be completed with the final report submitted to Defra in October 2025.

Measure 10 – Promote uptake of sustainable transport, such as EVs and buses

Encouraging the use of sustainable transport and therefore reducing the number of petrol and diesel cars on the road will directly reduce NO₂ emissions in the district. The Council will explore campaigns to promote the EV charging bays already in existence in the district and the bus routes available for residents to use.

In addition, the Council will look to promote ownership of EV's through social media, campaigns and promoting incentive schemes that become available. It is estimated 67.2% of households in the UK have a driveway and that 5.26% of those households have an EV charging point installed. It is therefore estimated that in the district (44105 households), 29,640 have a driveway and of those approximately 1560 households will have an EV charger installed²². The Council will use these statistics as a baseline to measure future success.

It is hoped initial projects can be completed in 2026 however this will be an ongoing measure.

Measure 11 – Promote benefits of car sharing schemes/bus routes and alternative modes of transport to local businesses

The Council regularly hosts breakfast meetings with local businesses. The aim of the measure is to attend one of these breakfasts and interact more closely with local businesses to inform them on the benefits of car sharing schemes for their

²² [Home and community EV charging stats](#)

employees. The Environmental Services Team expect to attend a local business meeting in 2025.

Measure 12 – Complete anti-idling campaign

The Council will complete an anti-idling campaign to encourage drivers to turn off their engines when queuing for long periods in traffic or waiting in their vehicle. It is expected this work will commence and be completed in 2026.

Measure 13 – Delivery of highway improvements associated with the Lubbethorpe Development

The Lubbethorpe Development is a large sustainable urban development, proposing over 4,000 new residential dwellings along with other infrastructure such as schools, businesses and retail units. An S106 agreement is in place, meaning the developers have committed to provide funds to improve both the Foxhunter roundabout junction and the Desford Road junction. This should help alleviate congestion, particularly for AQMA 6. The developers have also committed to building a new M69 link and bridge which should also ease congestion locally.

These commitments are not expected until Phase 3 and Phase 4 of the development. Phase 1 is now close to completion.

Measure 14 – Encourage and facilitate home working

Blaby District Council has already adopted a Flexible Working Policy which allows employees hybrid-working, enabling them to work at both the office and at home. Home working reduces the number of commuters and journeys. This measure will be ongoing as the Council continues to explore ways to expand and promote this policy.

Measure 15 – Taxi Licensing schemes and promotion

The current Hackney Carriage and Private Hire Policy 2022 – 2027 provides financial incentives for both EVs and ULEVs for licensed drivers and operators. EVs receive a 50% discount on licensing fees and ULEVs receive a 25% discount on licensing fees. The uptake for the scheme has been low and no more than two EVs or ULEVs have been licensed at one time. It is thought this is because of the high upfront costs of

purchasing an ULEV or EV. The Council will explore ways to promote this scheme to increase its uptake. An updated Hackney Carriage and Private Hire Policy will be due in 2027 and therefore increased incentives can be explored during the drafting of this policy.

5.2 Maintaining Safe Air Quality

It is important to ensure that the district remains compliant with Air Quality Objectives even after the revocation of the AQMAs. Several of the proposed measures in this AQAP will ensure AQOs are maintained in the long term.

Specifically, the introduction of the Local Plan (measure 1) will ensure that air quality is considered when deciding where future development will be located. The continuation of air quality monitoring, particularly investigative monitoring, (measure 2) will ensure the Council will be aware of any exceedances of the AQOs in the future. This will then allow for immediate action to improve air quality levels again.

Several measures, specifically measures 3, 4, 5, 6, 7, 8, 10, 11, 12, and 14 are aimed at changing behaviour of the public and therefore these measures are expected to reap long term benefits.

6 Quantification of Measures

Blaby District Council expects the implementation of the outlined measures will result in the relevant objective(s) being attained by:

- 2028 within AQMA 6: Mill Hill
- 2027 within AQMA 7: Lubbesthorpe Road, Braunstone Town

Many of the measures in this Action Plan focus on encouraging behaviour change and therefore the potential uptake is unknown. Quantifying the potential impact in terms of NO₂ reduction is therefore challenging and unlikely to be accurate.

The below table details a qualitative assessment of the potential impacts of the proposed measures. An estimate has also been made for the potential reduction in NO₂ for several of the measures at both of the AQMAs. As many of the measures are difficult to quantify, this estimation is largely based on Officers' professional judgement.

Table 9 – Estimated impact of proposed measures

| Measure | Qualitative assessment of impact | Assumptions/limitations for Quantitative assessment of impact | Potential reduction in NO ₂ : AQMA 6 | Potential reduction in NO ₂ : AQMA 7 |
|---------|---|--|---|---|
| 1 | The publication of the new Local Plan will ensure air quality is thoroughly considered during future development in the district. | It is not possible to quantify the potential reduction in NO ₂ as a result of the publication of the new Local Plan. The measure is proposed to ensure compliance with AQOs in the future opposed to reducing current NO ₂ levels. | Not applicable | Not applicable |
| 2 | Investigatory indicative monitoring and detailed source apportionment across the district will allow the Council to gain insights and better target measures. | This is an information gathering measure to support other projects and works and is therefore not expected to directly cause a reduction in NO ₂ . | Not applicable | Not applicable |
| 3 | Installing more EV charging points in the district will encourage and enable the move to hybrid and electric vehicles which is hoped to contribute to a | An additional 12 charging points are due to be installed at Enderby Leisure Centre, which is relatively close to both AQMAs. The additional chargers are likely to only have a negligible direct effect on the | Up to 1µg/m ³ | Up to 1µg/m ³ |

| Measure | Qualitative assessment of impact | Assumptions/limitations for Quantitative assessment of impact | Potential reduction in NO ₂ : AQMA 6 | Potential reduction in NO ₂ : AQMA 7 |
|---------|---|--|---|---|
| | reduction in petrol and diesel vehicles on the road and reduce NO ₂ emissions. | reduction in emissions, however it encourages the move to EVs in general. The potential reduction is based on officers' professional judgement. | | |
| 4 | An improvement of the information available to the public can lead to residents making better decisions for air quality. | This measure having an impact is dependent upon the number of individuals that choose to change their behaviour to improve air quality. It is not possible to accurately estimate a potential reduction, but an estimate has been made based on officer's professional judgment. | Up to 0.5 µg/m ³ | Up to 0.5 µg/m ³ |
| 5 | A review and increase in SCA enforcement could result in a reduction in log burner use and domestic bonfires. Enforcement action could encourage behaviour change. | Both AQMAs are within Smoke Control Areas and therefore this measure would contribute to AQMA compliance with AQOs. It is difficult to assess the effects of this measure. | Up to 0.5 µg/m ³ | Up to 0.5 µg/m ³ |
| 6 | The Active Travel Strategy and Action Plan proposed several initiatives to encourage use of active travel alternatives, increase the number of cycle routes in the district and empower each school in the district to adopt an Active Travel Plan. | The measures within the Active Travel Action Plan are wide ranging and many of them rely on other stakeholders taking action with support from the Council. It is therefore difficult to assess the impact, however an assessment has been made using officers' professional judgement. | Up to 1 µg/m ³ | Up to 1 µg/m ³ |
| 7 | Collaborating with other local authorities and stakeholders will allow more information to be gained and explore additional overlap of projects and initiatives. | This measure focusses more on information gaining and partnership building rather than directly causing a reduction in NO ₂ emissions. | Not applicable | Not applicable |
| 8 | Ensuring all inspections are up to date and encouraging processes go beyond BAT will reduce NO ₂ emissions. It is also expected the measure will allow processes to look at other areas of their operations to reduce emissions. | There are several industrial processes with environmental permits adjacent to AQMA 6 and therefore potential reductions are expected at AQMA 6. However, AQMA 7 is not in close proximity to any permitted processes. The estimated reduction has been made by officers' professional judgement. | Up to 0.5 µg/m ³ | Negligible |

| Measure | Qualitative assessment of impact | Assumptions/limitations for Quantitative assessment of impact | Potential reduction in NO ₂ : AQMA 6 | Potential reduction in NO ₂ : AQMA 7 |
|---------|---|--|---|---|
| 9 | Upgrading the Council's own vehicle fleet will have a direct impact on NO ₂ emissions. Whilst current upgrades are limited to a road sweeper and RCV, it is anticipated in the future all Council vehicles will be upgraded. The Council also hopes to lead by example and that this measure will encourage other businesses and individuals to change to EVs. | The current number of Council vehicle journeys within the AQMAs is not known. It is also unknown how many vehicles will be upgraded and in what timescale. Therefore, the potential reduction has been made using officers' professional judgement. | Up to 0.5 µg/m ³ | Up to 0.5 µg/m ³ |
| 10 | An increase in the number of people using sustainable transport will result in less vehicles. | This measure resulting in a reduction in NO ₂ is dependent on the number of individuals that choose to move to sustainable transport and therefore the potential reduction has been made using officer's professional judgement. | Up to 0.5 µg/m ³ | Up to 0.5 µg/m ³ |
| 11 | Providing businesses with the benefits of car schemes and other air quality initiatives could have a direct impact on NO ₂ emissions. It is also hoped this will encourage businesses to assess their operations as a whole to find additional methods of reducing NO ₂ emissions. | Similar to measure 10, this measure is dependent on how many businesses decide to act on the advice and options provided. There are no businesses within AQMA 7 and therefore this measure is expected to have a negligible effect. However, there are several businesses within and adjacent to AQMA 6 and therefore the Council will attempt to work with these businesses specifically. | Up to 0.5 µg/m ³ | Negligible |
| 12 | An awareness campaign on the effects of vehicle idling is hoped to reduce the amount of idling and reduce the levels of NO ₂ in the district. | A study on current idling levels in the district and the effects of this on NO ₂ levels has not been carried out. The effects of the campaign would also depend on the number of individuals who decide to reduce the amount of time idling. Therefore, it is not possible to quantify an accurate potential reduction in emissions from this measure. | Not applicable | Not applicable |
| 13 | Junction improvements and an additional flyover for the M69 would reduce the amount of traffic driving through the | The s106 agreements are dependent on a significant number of additional houses being built and occupied and therefore it is difficult to accurately assess the potential reduction in emissions from the | Up to 1 µg/m ³ | Up to 1 µg/m ³ |

| Measure | Qualitative assessment of impact | Assumptions/limitations for Quantitative assessment of impact | Potential reduction in NO ₂ : AQMA 6 | Potential reduction in NO ₂ : AQMA 7 |
|---------|--|--|---|---|
| | AQMAs and therefore reduce emissions. | proposed junction improvements. The estimations have therefore been made using officers' professional judgement. | | |
| 14 | Encouraging employees to work from home would reduce the number of vehicle journeys to the Council Offices and therefore reduce NO ₂ emissions. | A study has not been carried out to assess the current number of journeys to the Council offices at present and therefore it is difficult to estimate the potential reduction. Additionally, the effect on the AQMAs would depend on how many employees drive through AQMA 6 or AQMA 7 and therefore this is work that can be explored in the future. | Not applicable | Not applicable |
| 15 | If the majority of Taxis and Private Hire Vehicles transferred to ULEV or EVs, this would have a direct reduction in NO ₂ emissions. | This measure having an impact is dependent upon operators and drivers choosing to upgrade their vehicles to electric and therefore the exact reduction is difficult to quantify. It is currently unknown how many journeys Taxis and Private Hire Vehicles currently do, and therefore this information would be needed too. An estimate has been made using officers' professional judgement. | Up to 0.5 µg/m ³ | Up to 0.5 µg/m ³ |
| | | Total potential reduction in NO₂ | Up to 6.5 µg/m³ | Up to 5.5 µg/m³ |

Appendix A: Response to Consultation

This is a draft report to be consulted on and therefore responses to the consultation will be included following this.

Summary of Responses to Consultation and Stakeholder Engagement on the AQAP

| Consultee | Category | Response |
|---|----------|----------|
| The Secretary of State | | |
| DEFRA/ LAQM | | |
| Leicestershire County Council Highways | | |
| Leicestershire County Council Public Health | | |
| Environment Agency | | |
| National Highways | | |
| All neighbouring authorities | | |
| Parish Councils | | |
| Leicestershire Police | | |
| Local Businesses | | |
| UK Health Security Agency | | |

| Consultee | Category | Response |
|---|----------|----------|
| Licensed Hackney Carriages and Private Hire operators | | |
| Bus operators | | |

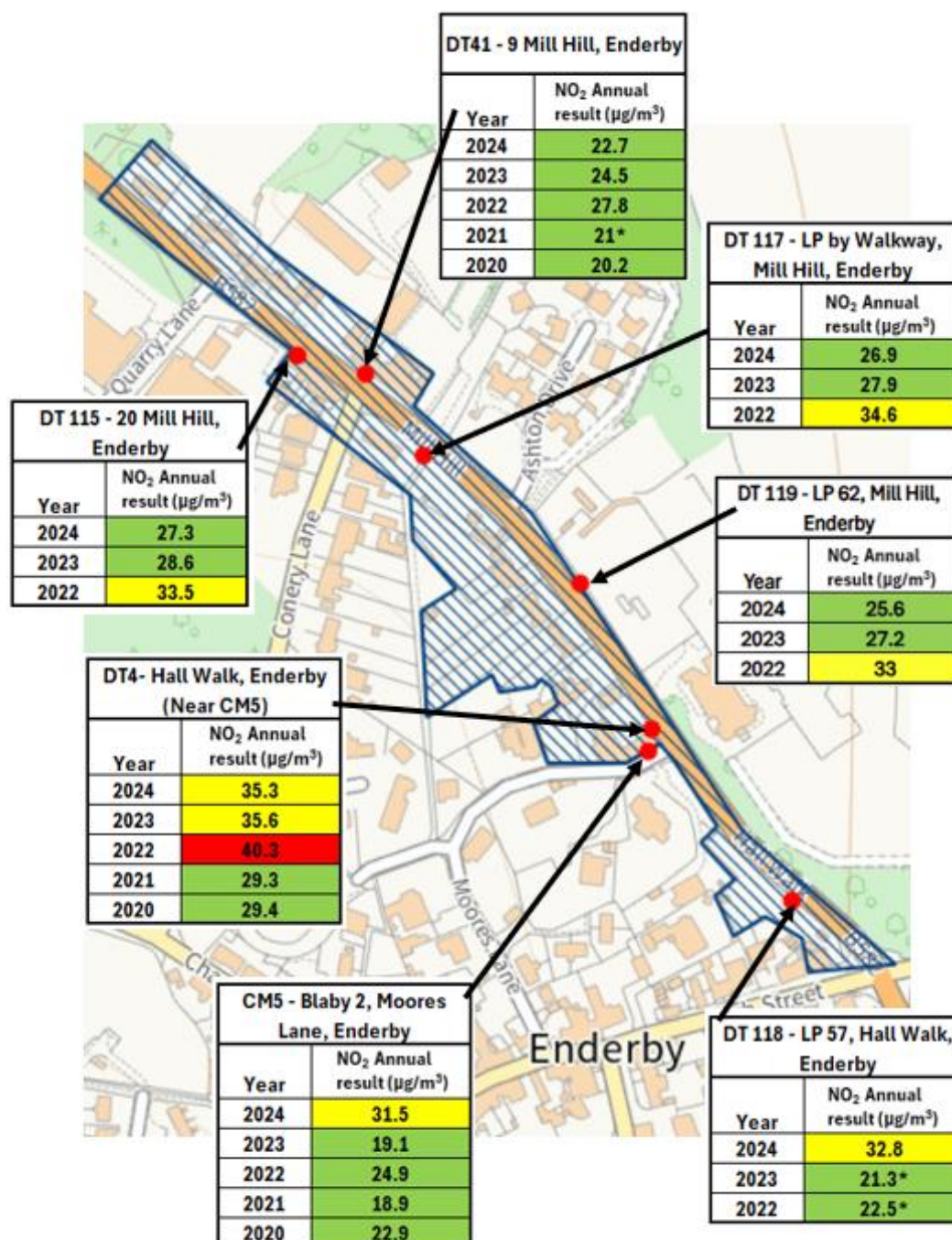
Appendix B: Reasons for Not Pursuing Action Plan Measures

Action Plan Measures Not Pursued and the Reasons for that Decision

| Action category | Action description | Reason action is not being pursued (including Stakeholder views) |
|-----------------|--------------------|--|
| | | |
| | | |

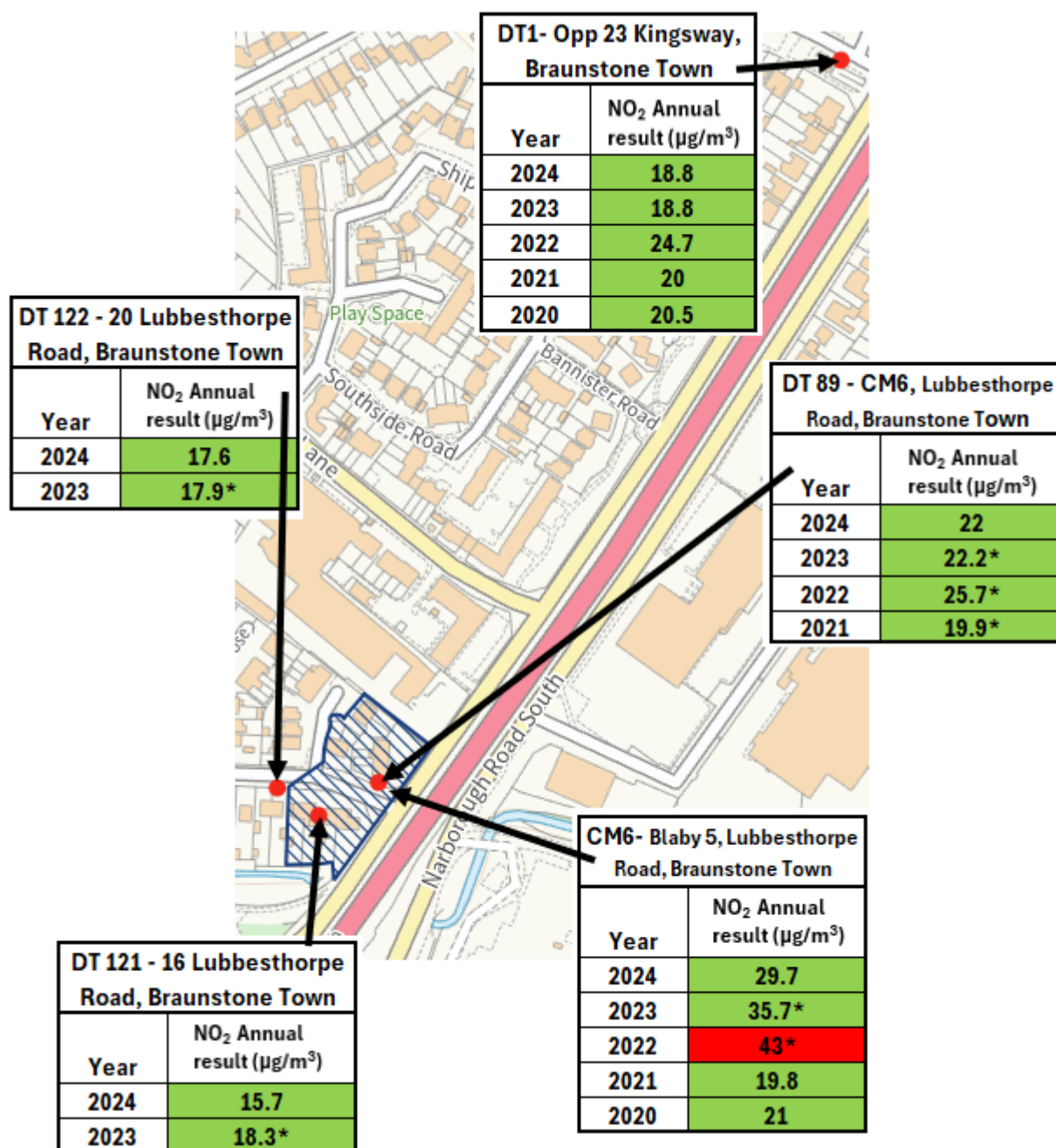
Appendix C : Maps of Air Quality Monitoring

Figure 9: AQMA 6- Mill Hill in Enderby



The map shows the locations and results of the Diffusion Tubes and CM5 in AQMA 6, Mill Hill, Enderby. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Figure 10: AQMA 7 – Lubbethorpe Road, Braunstone Town



The map shows the locations and results of the Diffusion Tubes and CM6 in AQMA 7, Lubbethorpe Road, Braunstone Town. The AQMA boundary is represented by the blue grid lines. 40µg/m³ is the National Air Quality Objective for this pollutant. Numbers with a * represent a figure that has been annualised and/or distance corrected. ©Crown Copyright. All rights reserved.

Glossary of Terms

| Abbreviation | Description |
|--------------|---|
| AQAP | Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values' |
| AQMA | Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives |
| AQO | Air Quality Objective |
| AQS | Air Quality Strategy |
| ASR | Air Quality Annual Status Report |
| BDC | Blaby District Council |
| CM | Continuous Monitor |
| Defra | Department for Environment, Food and Rural Affairs |
| DT | Diffusion Tube |
| EV | Electric Vehicle |
| HGV | Heavy Goods Vehicle |
| LAQM | Local Air Quality Management |
| LCC | Leicestershire County Council |
| LGV | Light Goods Vehicle |
| LRN | Local Road Network |

| | |
|-------------------|--|
| LTP | Local Transport Plan |
| NO ₂ | Nitrogen dioxide |
| NO _x | Nitrogen oxides |
| PM | Airbourne Particulate Matter |
| PM _{2.5} | Airborne Particulate Matter with an aerodynamic diameter of 2.5µm (micrometres or microns) or less |
| PM ₁₀ | Airborne Particulate Matter with an aerodynamic diameter of 10µm (micrometres or microns) or less |
| RCV | Refuse Collection Vehicle |
| SCA | Smoke Control Area |
| SO ₂ | Sulphur dioxide |
| SRN | Strategic Road Network |
| ULEV | Ultra Low Emission Vehicle |
| LEV | Low Emission Vehicle |

References

- 2030 Net Zero Council Action Plan. December 2023. *Published by Blaby District Council*
- A Local Transport Plan for Leicestershire - Core Document 2026 - 2040. November 2024. *Published by Leicestershire County Council*
- Active Travel Action Plan 2024 – 2034. July 2024. *Published by Blaby District Council*
- Active Travel Strategy 2024 – 2034. July 2024. *Published by Blaby District Council*
- Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006: *Published by Defra*
- Air Quality Objectives Update 2023 - *Published by Defra*
- Blaby population change, Census 2021: *Office for National Statistics*
- Climate Change Strategy 2020- 2023. June 2020. *Published by Blaby District Council*
- Committee on the Medical Effects of Air Pollutants (COMEAP): 2023 Annual Report – *Published by COMEAP 2023*
- Environmental equity, air quality, socioeconomic status and respiratory health, 2010: *Published by National Library of Medicine*
- Estimation of costs to the NHS and social care due to the health impacts of air pollution: summary report, May 2018: *Published by Public Health England.*
- Health matters: air pollution: *Published by Public Health England 2018*
- Leicestershire County Council's response to National Highways Route Strategies Development for RIS3. December 2021. *Published by Leicestershire County Council*
- Local Air Quality Management Technical Guidance LAQM.TG22. August 2022. *Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland.*

- Local Air Quality Management Policy Guidance LAQM.PG22. August 2022.
Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland
- Particulate Matter (PM) Basics. June 2024. *Published by United States Environmental Protection Agency*
- Population - 2023 Mid-year estimates for Local Authorities : *Published by Tableau Public*
- Respiratory Review Statistics for Asthma: *Published by Asthma and Lung UK*
- Zero emission vehicle (ZEV) mandate consultation: summary of responses and joint government response. October 2023. *Published by UK Government*

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Blaby District Council

Cabinet Executive

| | |
|-------------------------|---|
| Date of Meeting | 23 June 2025 |
| Title of Report | Appointment of Members to Serve on Outside Bodies – 2025/2026 |
| | This is not a Key Decision and is on the Forward Plan |
| Lead Member | Cllr. Ben Taylor - Leader of the Council |
| Report Author | Senior Democratic Services & Scrutiny Officer |
| Strategic Themes | All Themes: Enabling communities and supporting vulnerable residents; Enhancing and maintaining our natural and built environment; Growing and supporting our economy; Keeping you safe and healthy; Ambitious and well managed Council, valuing our people |

1. What is this report about?

- 1.1 To seek approval by Cabinet Executive for appointments to be made to Outside Bodies for appointment or nomination to those bodies listed for 2025/26.

2. Recommendation(s) to Cabinet Executive

- 2.1 That the preferences and changes to appointments to Outside Bodies as proposed at Appendix A of this report be approved.
- 2.2 That unless otherwise stated all appointments be held, until the first Cabinet Executive meeting following the Annual Council meeting in 2026.
- 2.3 That all appointments be endorsed as approved duties for the payment of allowances.
- 2.4 That the Constitution be amended accordingly.

3. Reason for Decisions Recommended

- 3.1 It is appropriate to give effect to the wishes of the political groups.

4. Matters to consider

- 4.1 Background

Attached at Appendix A is the Schedule of Cabinet Executive Outside Bodies Appointments for 2025-2026. These appointments have been

requested by the Leader of the Council and are presented for Cabinet Executive's consideration.

4.2 Proposal(s)

That the preferences and changes to appointments to Outside Bodies as proposed at Appendix A of this report be approved.

4.3 Relevant Consultations

The Conservative Group.

4.4 Significant Issues

None.

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

5. Environmental impact

5.1 No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

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

6.1 Not applicable.

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

7.1 None in the context of this report.

8. Other options considered

8.1 None in the context of this report.

9. Appendix

9.1 Appendix A – Appointment of Members to Serve on Outside Bodies 25/26

10. Background paper(s)

10.1 None.

11. Report author's contact details

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|-----------------------------|---|
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BLABY DISTRICT COUNCIL
APPOINTMENTS TO OUTSIDE BODIES 2025-2026
APPOINTING BODY – CABINET EXECUTIVE

| Name of Organisation | Term of Office | Appointment |
|---|----------------|----------------------|
| East Midlands Councils | Annual | Cllr Ben Taylor |
| East Midlands Councils (Substitute) | Annual | Cllr Cheryl Cashmore |
| LGA General Assembly | Annual | Cllr Ben Taylor |
| LGA General Assembly (Substitute) | Annual | Cllr Cheryl Cashmore |
| Leicestershire & Rutland Heritage Forum | Annual | Cllr. Nick Chapman |
| The A46 Partnership | Annual | Cllr Mike Shirley |
| The A5 Partnership | Annual | Cllr Mike Shirley |
| Blaby District Tourism Partnership | Annual | Cllr. Nick Chapman |
| Leicestershire Safer Communities Strategy Board | Annual | Cllr. Les Phillimore |
| Strategic Growth Plan - Members' Advisory Group | Annual | Cllr. Ben Taylor |

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