

**BLABY DISTRICT COUNCIL  
Forward Plan  
FOR THE PERIOD: November 2022 – January 2023**

**What is the Plan?**

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

**What is a Key Decision?**

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

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

**Who makes Key Decisions?**

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

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

**Are only Key Decisions published on the Plan?**

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

### **What does the List tell me?**

The List gives information about:

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

### **Who are the members of the Cabinet Executive?**

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

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

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### **What is the role of Overview and Scrutiny?**

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

### **Who do I contact, and how?**

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

### **Request to view Background Papers**

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

### **Submission of Additional Documents**

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

### **Confidential and Exempt Information**

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

<b><u>Report Title</u> and Expected Decision</b>	<b>Background Papers</b>	<b>Decision Maker</b>	<b>Date of Decision</b>	<b>Key Decision?</b>	<b>Report Available/ Portfolio Holder/ Contact Officer</b>	<b>Decision to be taken in public or private session?</b>
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## **November 2022**

<u>Establishment 2022/23 and 2023/24</u>  To provide members with an update in respect of the 2022/23 establishment budget, and to set out the proposed establishment budget for 2023/24.	None	Cabinet Executive	7 November 2022	Yes	28 October 2022  Councillor Maggie Wright  Katie Hollis, Accountancy Services Manager	Public
<u>Quarter 2 Budget Review 2022/23</u>  The report gives Members an overview of the financial performance against the budget for the second quarter of 2022/23	None	Cabinet Executive	7 November 2022	Yes	28 October 2022  Councillor Maggie Wright  Katie Hollis, Accountancy Services Manager	Public
<u>Historic environment advice resourcing</u>  From 1 January 2023 the service level agreement for Leicestershire County Council to provide advice to Blaby District Council on historic environment planning considerations will end. The report will relate to proposed changes to the structure of the Development Services Team in order to bring this service back in-house from 1 January 2023.	None	Cabinet Executive	7 November 2022	No	28 October 2022  Councillor Ben Taylor  Kristy Ingles, Development Services Manager	Public

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<u>UK Shared Prosperity Fund</u>  Provides an update on the programme and details of the proposed governance arrangements, and seeks approval for the allocation of UKSPF funding to proposed year 1 projects.	None	Cabinet Executive	7 November 2022	No	28 October 2022  Councillor Terry Richardson  Cat Hartley, Planning & Strategic Growth Group Manager	Public
<u>Quarter 2 Capital Programme Review 2022/23</u>  The report provides Members with an update on expenditure against the Capital Programme for the quarter ending 30th September 2022.	None	Cabinet Executive  Council	7 November 2022  22 November 2022	No	Cabinet Executive: 28 October 2022  Council: 11 November 2022  Councillor Maggie Wright  Katie Hollis, Accountancy Services Manager	Public

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<u>Treasury Management Mid Year Monitoring Report 2022/23</u>  To provide members with an update on the Council's treasury activities for the half year ended 30th September 2022, and the economic factors which have affected those activities.  To demonstrate compliance with the Council's prudential indicators which were approved in February 2022.	None	Cabinet Executive  Council	7 November 2022  22 November 2022	No	Cabinet Executive: 28 October 2022  Council: 11 November 2022  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public
<u>Polling District and Polling Station Review</u>  Review of Polling Districts and Stations as a consequence of the Boundary Review 2022	None	Council	22 November 2022	No	11 November 2022  Councillor Terry Richardson  Louisa Horton, Corporate Services Group Manager & Monitoring Officer	Public
<u>Review of Discretionary Pension Policy</u>  The Council has a number of discretionary policies in place in respect of the Local Government Pension Scheme (LGPS). One of those policies covers the use of Shared Cost Additional Voluntary Contributions, which requires review in order for the Council to implement a Shared Cost AVC scheme as a new employee benefit.	None	Council	22 November 2022	No	11 November 2022  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public

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### **January 2023**

<u>Pay Policy Statement 2022/23</u>  Section 38 of the Localism Act 2011 requires local authorities to produce an Annual Pay Policy Statement (the “statement”). This statement sets out Blaby District Council's approach to pay in accordance with the requirements of this act.	None	Cabinet Executive  Council	16 January 2023  31 January 2023	No	5 January 2023  Councillor Maggie Wright  Kate Kells, Strategic HR Manager	Public