

BLABY DISTRICT COUNCIL Forward Plan FOR THE PERIOD: FEBRUARY

What is the Plan?

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

What is a Key Decision?

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

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

Who makes Key Decisions?

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

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

Are only Key Decisions published on the Plan?

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

What does the List tell me?

The List gives information about:

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

Who are the members of the Cabinet Executive?

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

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

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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.

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

<u>Physical Activity & Community Health & Wellbeing Service Proposal for Oadby & Wigston</u> Proposal for Blaby officers to run the SPA Physical Activity and Community Health & Wellbeing Service for Oadby & Wigston.	None	Cabinet Executive	20 February 2023	Yes	10th February 2023 Councillor Nigel Grundy Teresa Neal, Business, Partnerships and Health Improvement Group Manager	Public
<u>Schedule of Charges 2023/24</u> The purpose of this report is to recommend the proposed level of fees and charges for the financial year commencing 1st April 2023.	None	Cabinet Executive	20 February 2023	Yes	10 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Quarter 3 Budget Review 2022/23</u> The report gives Members an overview of the financial performance against the budget for the third quarter of 2022/23	None	Cabinet Executive	20 February 2023	Yes	10 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>General Fund Budget Proposals 2023/24</u> The report sets out the Council's General Fund budget proposals for the forthcoming financial year. This includes details of the financial settlement that will support service delivery, and a high level summary of planned expenditure by portfolio. The Council holds a number of reserves that it can draw upon to fund future expenditure. The level of reserves is noted within this report, along with an update from the Medium Term Financial Strategy.	None	Cabinet Executive Council	20 February 2023 22 February 2023	No	Cabinet Executive: 10 February 2023 Council: 14 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Council Tax 2023/24</u> The Council is required to set out the total amount that needs to be raised from the collection of Council Tax in the forthcoming year. This is known as the Council Tax Requirement for Blaby District Council and forms part of the funding towards the services provided by the Council. The report sets the amount of Council Tax charged to each household in the District.	None	Cabinet Executive Council	20 February 2023 22 February 2023	No	Cabinet Executive: 10 February 2023 Council: 14 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>5 Year Capital Programme 2023/24 to 2027/28</u> This report sets out the Council's proposed Capital Programme and resources for the next five financial years commencing in 2023/24. The report also presents the Council's updated Capital Strategy, which is a requirement of the 2017 Prudential Code.	None	Cabinet Executive Council	20 February 2023 22 February 2023	No	Cabinet Executive: 10 February 2023 Council: 14 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Quarter 3 Capital Programme Review 2022/23</u> The report provides Members with an update on expenditure against the Capital Programme for the quarter ending 31st December 2022	None	Cabinet Executive Council	20 February 2023 22 February 2023	No	Cabinet Executive: 10 February 2023 Council: 14 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
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<u>Prudential Indicator & Treasury Management Strategy 2023/24</u> This report lays down the guidelines and rules that Officers are required to follow when making decisions to borrow or when investing Council funds. Such decisions are made on a daily basis under delegated authority. The report outlines the Council's prudential indicators for 2022/23 to 2026/27 and sets out the expected treasury management activities for that period. The report also sets out the financial institutions the Council may invest in, the maximum investment level and the periods over which the investments can be made.	None	Cabinet Executive Council	20 February 2023 22 February 2023	No	Cabinet Executive: 10 February 2023 Council: 14 February 2023 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
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April 2023

<u>Corporate Performance Report</u> The first iteration of the new version and format of corporate performance reporting. This will include progress updates on key corporate projects as well as key performance / metric based indicators.	None	Council	18 April 2023	No	6 April 2023 Councillor Maggie Wright Luke Clements, Performance & Information Services Manager	Public
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