

**BLABY DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: May to July 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.

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 will be appointed at the meeting of Annual Council on 23 May 2023.

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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June 2023

<u>Local Development Scheme</u> The Local Development Scheme sets out the timetable for replacing the Local Plan Core Strategy and Delivery DPD.	None	Council	20 June 2023	No	9 June 2023 Vicky Chapman, Development Strategy Manager	Public
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July 2023

<u>Cabinet Executive Response to Scrutiny Recommendations : Affordable Housing</u> To provide Members with a response to the recommendations as set out in the Scrutiny Report on Affordable Housing.	None	Cabinet Executive	3 July 2023	No	23 June 2023 Caroline Harbour, Environmental Health, Housing & Community Services Group Manager	Public
<u>Legal Services Structure</u> Structure of the Legal Services Team within Corporate Services	None	Cabinet Executive	3 July 2023	No	23 June 2023 Louisa Horton, Corporate Services Group Manager & Monitoring Officer	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Statement of Licensing Policy</u> A review/update of the Councils Statement of Licensing Policy	None	Council	25 July 2023	No	14 July 2023 Matt Pickering, Licensing Team Leader	Public
<u>Planning Enforcement Policy</u> This report presents the new Planning Enforcement Policy for consideration	None	Council	25 July 2023	No	14 July 2023 Jonathan Hodge, Planning Enforcement Manager	Public
<u>Written Representation for Hinckley National Rail Freight Interchange</u> To seek approval for the Council's Written Representation in respect of the Hinckley National Rail Freight Interchange (HNRFI)	None	Council	25 July 2023	No	14 July 2023 Edward Stacey, Major Schemes Officer	Public