

**BLABY DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: April 2024 – July 2024**

What is the Plan?

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

What is a Key Decision?

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

- (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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May 2024

<u>Corporate Action Plan Final Year position 2023/24</u> To provide members with an update against the Corporate Action Plan.	Corporate Action Plan 23/24	Cabinet Executive Council	13 May 2024 21 May 2024	No	1 May 2024 10 May 2024 Councillor Terry Richardson Louisa Horton, Executive Director - Communities and Monitoring Officer	Public
<u>Review of Discretionary Pensions Policies</u> This report seeks approval for the Council's updated discretionary policies in relation to the Local Government Pension Scheme (LGPS).	None	Council	21 May 2024	No	10 May 2024 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>Proposed Braunstone Village Conservation Area - Public Consultation</u> A proposed public consultation for a potential new Conservation Area in Braunstone Village. This consultation follows receipt of appraisal work and a draft management plan carried out pursuant to a Council motion in 2021 to consider the merits of such an area in this location.	None.	Council	21 May 2024	No	10 May 2024 Councillor Ben Taylor Martin Needham, Senior Planning Policy Officer	Public
<u>Appointments of Chairman and Vice-Chairman to Committees</u> To consider proposed appointments of Chairmen and Vice-Chairmen to the Council's Committees.	None.	Council	21 May 2024	No	10 May 2024. Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public.
<u>Appointments of Members to serve on Outside Bodies</u> To consider and approve the appointments of Members to serve on Outside Bodies.	None.	Council	21 May 2024	No	10 May 2024. Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	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>Schedule of Meetings 2024-25</u> To consider and approve the Schedule of Meetings for the period May 2024 to December 2025	None.	Council	21 May 2024	No	10 May 2024. Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public.
<u>Delegation Scheme of Cabinet Executive</u> To receive the delegation scheme of the Cabinet Executive.	None.	Council	21 May 2024	No	10 May 2024. Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public
<u>Appointments to Committees 2024-25</u> To consider and approve the appointment of Members to Committees for 2024-25.	None.	Council	21 May 2024	No	10 May 2024. Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public

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<u>Scrutiny Statement to Annual Council 2023-24</u> To consider the report of the Scrutiny Commissioners.	None	Council	21 May 2024	No	10 May 2024 Councillor Terry Richardson Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public
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July 2024

<u>Air Quality Annual Status Report 2024</u> Consideration of the Annual Status Report (ASR) 2024 prior to its submission to DEFRA. The ASR includes a discussion of air quality monitoring data for 2023 and an update on the Air Quality Action Plan	None	Cabinet Executive	1 July 2024	Yes	21 June 2024 Councillor Les Phillimore David Gould, Senior Environmental Health Officer	Public
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<u>Treasury Management Outturn 2023/24</u> The report reviews the Council's treasury management activities undertaken during the 2023/24 financial year and gives details of the prudential and treasury indicators for the same period.	None	Cabinet Executive Council	1 July 2024 16 July 2024	No	21 June 2024 5 July 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Financial Performance 2023/24</u> This report sets out 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 2024.	None	Cabinet Executive	1 July 2024	Yes	21 June 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Annual Governance Statement</u> This report sets out the Annual Governance Statement for 2023/24. The Annual Governance Statement provides a review of the Council's governance arrangements that were in place for 2023/24 and also puts forward an assurance table and actions to further improve the Council's governance arrangements for 2024/25 for consideration and approval.	<ul style="list-style-type: none"> • Delivering Good Governance in Local Government Framework – CIPFA/SOLAC E 2016 • Delivering Good Governance in Local Government Guidance Notes for English Authorities CIPFA/SOLAC E 2016 	Cabinet Executive	1 July 2024	No	21 June 2024 Councillor Maggie Wright Sarah Pennelli, Executive Director - S.151 Officer	Public
<u>Active Travel Strategy and LCWIP (Local Cycling & Walking Infrastructure Plan)</u> To approve an Active Travel Strategy and LCWIP for the Blaby District.	None	Cabinet Executive	1 July 2024	No	21 June 2024 Councillor Nigel Grundy Phill Turner, Health, Leisure & Tourism Services Manager	Public