

**BLABY DISTRICT COUNCIL  
Forward Plan  
FOR THE PERIOD: January to April 2026**

**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:

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|-------------------------|--|--|
| • Cllr. Ben Taylor      | Leader of the Council & Cabinet Executive            | <a href="mailto:cldr.ben.taylor@blaby.gov.uk">cldr.ben.taylor@blaby.gov.uk</a>           |
| • Cllr. Cheryl Cashmore | Deputy Leader and Finance, People & Transformation   | <a href="mailto:cldr.cheryl.cashmore@blaby.gov.uk">cldr.cheryl.cashmore@blaby.gov.uk</a> |
| • Cllr. Nick Chapman    | Health, Community and Economic Development           | <a href="mailto:cldr.nick.chapman@blaby.gov.uk">cldr.nick.chapman@blaby.gov.uk</a>       |
| • Cllr. Nigel Grundy    | Neighbourhood Services & Assets                      | <a href="mailto:cldr.nigel.grundy@blaby.gov.uk">cldr.nigel.grundy@blaby.gov.uk</a>       |
| • Cllr. Les Phillimore  | Housing, Community Safety and Environmental Services | <a href="mailto:cldr.les.phillimore@blaby.gov.uk">cldr.les.phillimore@blaby.gov.uk</a>   |
| • Cllr. Mike Shirley    | Planning and Strategic Growth                        | <a href="mailto:cldr..mike.shirley@blaby.gov.uk">cldr..mike.shirley@blaby.gov.uk</a>     |

### **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>Report Title 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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## **January 2026**

<u>Council Tax Base 2026/27</u>  The purpose of this report is to set the Council Tax Base for the 2026/27 year so that in February, Council will be able to use this information and set the Council Tax for the year. The report also seeks approval to set aside 'special items' of expenditure under Section 34 and 35 of the Local Government Finance Act 1992.	None	Cabinet Executive	12 January 2026	Yes	22 December 2025  Councillor Cheryl Cashmore  Sarabjit Khangura, Council Tax Income and Debt Manager	Public
<u>National Non-Domestic Rates Base 2026/27</u>  The Local Government Finance Act 2012 requires local authorities to set an annual National Non-Domestic Rate Base, otherwise known as the Business Rates Base. The Base must be set by 31st January ahead of the forthcoming financial year.	None	Cabinet Executive	12 January 2026	Yes	22 December 2025  Councillor Cheryl Cashmore  Katie Hollis, Finance Group Manager	Public
<u>Establishment 2025/26 and 2026/27</u>  To provide members with an update in respect of the 2025/26 establishment budget, and to set out the proposed establishment budget for 2026/27.	None	Cabinet Executive	12 January 2026	Yes	22 December 2025  Councillor Cheryl Cashmore  Joanne Davis, Accountancy Services Manager	Public
<u>Gender Pay Gap 2025</u>  To present the Council's Gender Pay Gap Results for the year ended 31st March 2025.	None	Council	27 January 2026	No	16 January 2026  Councillor Cheryl Cashmore  Annette Groark, HR Service Manager	Public

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<u>Pay Policy Statement 2025/26</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	Council	27 January 2026	No	16 January 2026  Councillor Cheryl Cashmore  Annette Groark, HR Service Manager	Public
<u>Empty Property and Second Home Premiums</u>  The purpose of the report is to bring to Full Council the Council Tax Premiums on long term Empty Properties and Second homes within the District to be applied from 1st April 2026	None	Council	27 January 2026	No	16 January 2026  Councillor Cheryl Cashmore  Sharon Evans, Council Tax and Benefits Service Manager	Public
<u>Leicester &amp; Leicestershire Statement of Common Ground Relating to Housing and Employment Land Needs (January 2026)</u>  This report provides information on a Statement of Common Ground (SoCG) which has been prepared by the Leicester and Leicestershire authorities to demonstrate Duty to Cooperate in plan making. The key strategic matters covered are Leicester and Leicestershire Housing and Employment Needs, Unmet Need, and apportioning that unmet need.	None	Council	27 January 2026	No	16 January 2026  Councillor Mike Shirley  Vicky Chapman, Development Strategy Manager	Public

**February 2026**

<b>Report Title 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>
<u>Housing Enablement Team Contract Extension</u>  The Housing Enablement Team (HET) Business Case is being presented to Cabinet because approval is required for future governance arrangements and hosting continuation of the service beyond the current agreement period. As HET is a cross-authority, system-wide service supported through pooled budgets and partner contributions, any changes to its financial commitments or operating model are agreed externally with no financial implications for Blaby District Council.	None	Cabinet Executive	23 February 2026	Yes	13 February 2026  Councillor Les Phillimore  Shanice Senghor, Housing Enablement Service Manager	Public
<u>Scrutiny Commission response to the Administrations 2026/27 Draft Budget Proposals</u>  That Cabinet Executive considers the comments and recommendations of Scrutiny Commission in respect of the draft 2026/27 budget proposals before making final recommendations to Council.	None	Cabinet Executive	23 February 2026	No	13 February 2026  Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public
<u>Quarter 3 Budget Review 2025/26</u>  This report gives Members an overview of the financial performance against the budget for the third quarter of 2025/26	None	Cabinet Executive	23 February 2026	Yes	13 February 2026  Councillor Cheryl Cashmore  Joanne Davis, Accountancy Services Manager	Public

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<u>Quarter 3 Treasury Management Update 2025/26</u>  That the latest position in respect of treasury activities, and the prudential indicators, are accepted.	None	Cabinet Executive	23 February 2026	Yes	13 February 2026  Councillor Cheryl Cashmore  Katie Hollis, Finance Group Manager	Public
<u>Quarter 3 Capital Programme Review 2025/26</u>  This report provides Members an update on expenditure against the Capital Programme for the third quarter of 2025/26.	None	Cabinet Executive  Council	23 February 2026  24 February 2026	No	Cabinet Executive: 13 February 2026  Council: 13 February 2026  Councillor Cheryl Cashmore  Joanne Davis, Accountancy Services Manager	Public
<u>5 Year Capital Programme 2026/27 to 2030/31</u>  This report sets out the Council's proposed Capital Programme and resources for the next five financial years commencing in 2026/27. The Capital Programme covers our planned expenditure on the acquisition, construction and/or enhancement of non-current assets, i.e., those assets with a useful life of greater than one year.  The report also presents the Council's updated Capital Strategy in accordance with the requirements of the Prudential Code.	None	Cabinet Executive  Council	23 February 2026  24 February 2026	No	Cabinet Executive: 13 February 2026  Council: 13 February 2026  Councillor Cheryl Cashmore  Katie Hollis, Finance Group Manager	Public

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<u>Prudential Indicator &amp; Treasury Management Strategy 2026/27</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 daily under delegated authority. The report outlines the Council's prudential indicators for 2026/27 to 2030/31 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	23 February 2026  24 February 2026	No	Cabinet Executive: 13 February 2026  Council: 13 February 2026  Councillor Cheryl Cashmore  Katie Hollis, Finance Group Manager	Public
<u>Council Tax 2026/27</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	23 February 2026  24 February 2026	No	Cabinet Executive: 13 February 2026  Council: 13 February 2026  Councillor Cheryl Cashmore  Katie Hollis, Finance Group Manager	Public

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<u>General Fund Budget Proposals 2026/27</u>  The report sets out the Council's General Fund budget proposals for the forthcoming 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 reserve is noted within this report, along with an update of the Medium Term Financial Strategy.	None	Cabinet Executive  Council	23 February 2026  24 February 2026	No	Cabinet Executive: 13 February 2026  Council: 13 February 2026  Councillor Cheryl Cashmore  Sarah Pennelli, Executive Director - S.151 Officer	Public
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### **April 2026**

<u>Proposed Submission Draft Blaby Local Plan for Regulation 19 Public Consultation</u>  The purpose of this report is to provide members with the draft Local Plan and to seek approval to formally go out for public consultation.	None	Council	14 April 2026	No	02 April 2026  Councillor Mike Shirley  Vicky Chapman, Development Strategy Manager	Public
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