

**BLABY DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: February to April 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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February 2024

<u>Scrutiny Commission response to the Administrations 2024/25 Draft Budget Proposals</u> That Cabinet Executive considers the comments and recommendations of Scrutiny Commission in respect of the draft 2024/25 budget proposals before making final recommendations to Council.	Agenda and documents presented at the Scrutiny of the Administration's Budget Proposals meetings on 10 and 17 January 2024	Cabinet Executive	26 February 2024	No	16 February 2024 Sandeep Tiensa, Senior Democratic Services & Scrutiny Officer	Public
<u>Quarter 3 Budget Review 2023/24</u> This report gives Members an overview of the financial performance against the budget for the third quarter of 2023/24.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>Quarter 3 Capital Programme Review 2023/24</u> This report provides Members an update on expenditure against the Capital Programme for the third quarter of 2023/24.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public

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<u>Schedule of Charges 2024/25</u> This report lays out the proposed fees and charges for the financial year commencing 1st April 2024.	None	Cabinet Executive	26 February 2024	Yes	16 February 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>Prudential Indicator & Treasury Management Strategy 2024/25</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 2024/25 to 2028/29 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	26 February 2024 27 February 2024	No	Cabinet Executive: 16 February 2024 Council: 16 February 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public

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<p><u>5 Year Capital Programme 2024/25 to 2028/29</u></p> <p>This report sets out the Council's proposed Capital Programme and resources for the next five financial years commencing in 2024/25. 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.</p> <p>The report also presents the Council's updated Capital Strategy in accordance with the requirements of the Prudential Code.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>26 February 2024</p> <p>27 February 2024</p>	No	<p>Cabinet Executive: 16 February 2024</p> <p>Council: 16 February 2024</p> <p>Councillor Maggie Wright</p> <p>Nick Brown, Finance Group Manager</p>	Public
<p><u>General Fund Budget Proposals 2024/25</u></p> <p>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 of the Medium Term Financial Strategy.</p>	None	<p>Cabinet Executive</p> <p>Council</p>	<p>26 February 2024</p> <p>27 February 2024</p>	No	<p>Cabinet Executive: 16 February 2024</p> <p>Council: 16 February 2024</p> <p>Councillor Maggie Wright</p> <p>Sarah Pennelli, Executive Director - S.151 Officer</p>	Public

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<u>Council Tax 2024/25</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	26 February 2024 27 February 2024	No	Cabinet Executive: 16 February 2024 Council: 16 February 2024 Councillor Maggie Wright Nick Brown, Finance Group Manager	Public
<u>Gender Pay Gap</u> To present the Council's Gender Pay Gap Results for the year ended 31st March 2023	None	Council	27 February 2024	No	16 February 2024 Councillor Maggie Wright Annette Groark, HR Service Manager	Public
<u>Future ICT Arrangements: Options Appraisal</u> This report presents the options appraisal work undertaken and subsequent recommendations for consideration in respect of the future of Blaby District Councils ICT provision.	Blaby District Council Report November 2023 - Leicestershire ICT Partnership - Future Arrangements	Council	27 February 2024	No	16 February 2024 Councillor Ben Taylor Lisa Boland, Transformation Group Manager	Private

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April 2024

<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	Council	16 April 2024	No	5 April 2024 Councillor Nigel Grundy Phill Turner, Health, Leisure & Tourism Services Manager	Public
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