

**BLABY DISTRICT COUNCIL  
Forward Plan  
FOR THE PERIOD: March 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](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. 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 |

[cllr.terry.richardson@blaby.gov.uk](mailto:cllr.terry.richardson@blaby.gov.uk)

[cllr.maggie.wright@blaby.gov.uk](mailto:cllr.maggie.wright@blaby.gov.uk)

[cllr.nigel.grundy@blaby.gov.uk](mailto:cllr.nigel.grundy@blaby.gov.uk)

[cllr.les.phillimore@blaby.gov.uk](mailto:cllr.les.phillimore@blaby.gov.uk)

[cllr.ben.taylor@blaby.gov.uk](mailto:cllr.ben.taylor@blaby.gov.uk)

### **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><u>Report Title</u> 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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### **March 2024**

<u>UK Shared Prosperity Fund</u>  Consideration of the UKSPF Year 3 proposed programme	None	Cabinet Executive	18 March 2024	No	8 March 2024  Councillor Terry Richardson  Cat Hartley, Planning & Strategic Growth Group Manager	Public
<u>Legal Services Structure</u>  Structure of the Legal Services Team within Corporate Services	None	Cabinet Executive	18 March 2024	No	8 March 2024  Councillor Terry Richardson  Louisa Horton, Executive Director - Communities and Monitoring Officer	Public