

**BLABY DISTRICT COUNCIL  
Forward Plan  
FOR THE PERIOD: June – September 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            | <a href="mailto:cllr.terry.richardson@blaby.gov.uk">cllr.terry.richardson@blaby.gov.uk</a> |
| • Cllr. Maggie Wright    | Deputy Leader and Finance, People & Performance      | <a href="mailto:cllr.maggie.wright@blaby.gov.uk">cllr.maggie.wright@blaby.gov.uk</a>       |
| • Cllr. Cheryl Cashmore  | Health, Leisure, Climate and Economic Development    | <a href="mailto:cllr.cheryl.cashmore@blaby.gov.uk">cllr.cheryl.cashmore@blaby.gov.uk</a>   |
| • Cllr. Nigel Grundy     | Neighbourhood Services & Assets                      | <a href="mailto:cllr.nigel.grundy@blaby.gov.uk">cllr.nigel.grundy@blaby.gov.uk</a>         |
| • Cllr. Les Phillimore   | Housing, Community Safety and Environmental Services | <a href="mailto:cllr.les.phillimore@blaby.gov.uk">cllr.les.phillimore@blaby.gov.uk</a>     |
| • Cllr. Ben Taylor       | Planning, Transformation and ICT                     | <a href="mailto:cllr.ben.taylor@blaby.gov.uk">cllr.ben.taylor@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><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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## **June 2024**

<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	24 June 2024  16 July 2024	No	Cabinet Executive: 14 June 2024  Council: 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	24 June 2024	Yes	14 June 2024  Councillor Maggie Wright  Katie Hollis, Accountancy Services Manager	Public
<u>IFRS 16 Lease Policy</u>  To seek approval of a new leasing policy following the introduction of a new accounting standard (IFRS 16) effective from 1st April 2024.	None	Cabinet Executive	24 June 2024	No	14 June 2024  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public

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<u>DLUHC Productivity Plan</u>  The Dept for Levelling Up, Housing & Communities (DLUHC) has asked that all local authorities submit a 'Productivity Plan' by 19 July 2024. The letter requesting this outlined that member oversight and endorsement of the plan must be sought.	Letter from Minister for Local Government	Cabinet Executive	24 June 2024	No	14 June 2024  Councillor Terry Richardson  Julia Smith, Chief Executive	Public
<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"> <li>• Delivering Good Governance in Local Government Framework – CIPFA/SOLAC E 2016</li> <li>• Delivering Good Governance in Local Government Guidance Notes for English Authorities CIPFA/SOLAC E 2016</li> </ul>	Cabinet Executive	24 June 2024	No	14 June 2024  Councillor Maggie Wright  Sarah Pennelli, Executive Director - S.151 Officer	Public

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<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	24 June 2024	Yes	14 June 2024  Councillor Les Phillimore  Anna Farish, Environmental Services Manager	Public
<u>Active Travel Strategy and LCWIP (Local Cycling &amp; Walking Infrastructure Plan)</u>  To approve an Active Travel Strategy and LCWIP for the Blaby District.	None	Cabinet Executive	24 June 2024	No	14 June 2024  Councillor Cheryl Cashmore  Luke Raddon-Jackson	Public

### **July 2024**

<u>Modern Slavery Statement 2024</u>  There are several duties under the Modern Slavery Act 2015. This report set out requirements and recommended good practice for local authorities under the Act.	None	Council	16 July 2024	No	5 July 2024  Councillor Cheryl Cashmore  Sally Dorans, Customer Insight, Experience and Engagement Service Manager	Public
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### **September 2024**

<u>Quarter 1 Treasury Management Update 2024/25</u>  This report provides Members with an update on the Council's treasury activities for the quarter ended 30th June 2024, and the economic factors that have affected those activities.	None	Cabinet Executive  Council	16 September 2024  24 September 2024	No	Cabinet Executive: 6 September 2024  Council: 13 September 2024  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public
<u>Quarter 1 Capital Programme Review 2024/25</u>  This report provides Members an update on expenditure against the Capital Programme for the first quarter of 2024/25.	None	Cabinet Executive  Council	16 September 2024  24 September 2024	No	Cabinet Executive: 6 September 2024  Council: 13 September 2024  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public

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<u>Quarter 1 Budget Review 2024/25</u>  This report provides Members with an overview of the financial performance against the revenue budget for the quarter ending 30th June 2024.	None	Cabinet Executive	16 September 2024	Yes	Cabinet Executive: 6 September 2024  Councillor Maggie Wright  Nick Brown, Finance Group Manager	Public