

**BLABY DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: September 2024 – March 2025**

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:

• Cllr. Terry Richardson	Leader of the Council & Cabinet Executive	cllr.terry.richardson@blaby.gov.uk
• Cllr. Maggie Wright	Deputy Leader and Finance, People & Performance	cllr.maggie.wright@blaby.gov.uk
• Cllr. Cheryl Cashmore	Health, Leisure, Climate and Economic Development	cllr.cheryl.cashmore@blaby.gov.uk
• Cllr. Nigel Grundy	Neighbourhood Services & Assets	cllr.nigel.grundy@blaby.gov.uk
• Cllr. Les Phillimore	Housing, Community Safety and Environmental Services	cllr.les.phillimore@blaby.gov.uk
• Cllr. Ben Taylor	Planning, Transformation and ICT	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.

<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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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 Sarah Pennelli, Executive Director - S.151 Officer	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 Katie Hollis, Accountancy Services 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	6 September 2024 Councillor Maggie Wright Katie Hollis, Accountancy Services Manager	Public
<u>District of Blaby (Off-Street Parking Places) Order 2024</u> Approval of an updated Car Parking Order to rationalise the existing order.	Car Parking Strategy 2022-2027 Parks and Open Spaces Strategy 2024-2034	Cabinet Executive	16 September 2024	Yes	6 September 2024 Councillor Les Phillimore Anna Farish, Environmental Services Manager	Public
<u>Developer Contribution Supplementary Planning Document adoption</u> Consideration of any responses to the consultation received and any amendments proposed.	None	Council	24 September 2024	No	13 September 2024 Councillor Ben Taylor Vicky Chapman, Development Strategy Manager	Public

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<u>Braunstone Village Conservation Area</u> Consideration of any responses to the consultation received and any amendments proposed.	None	Council	24 September 2024	No	13 September 2024 Councillor Ben Taylor Martin Needham, Senior Planning Policy Officer	Public
<u>Appointment of Monitoring Officer</u> To approve the appointment of the statutory role of Monitoring Officer.	None	Council	24 September 2024	No	13 September 2024 Councillor Terry Richardson Louisa Horton, Executive Director - Communities and Monitoring Officer	Public
<u>Affordable Housing Contributions</u> To brief Members of the proposed contribution of funds towards supported housing provision in the District.	None	Council	24 September 2024	No	13 September 2024 Councillor Les Phillimore Ian Jones, Housing Services Manager	Public

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November 2024

<u>Environmental Crime Fixed Penalty Notices</u> To approve revised fixed penalty notice amounts for specified environmental crime offences.	Blaby District Council Schedule of Charges 2024/25	Cabinet Executive	4 November 2024	Yes	25 October 2024 Councillor Les Phillimore Caroline Harbour, Environmental Health, Housing & Community Services Group Manager	Public
<u>Environmental Health, Environmental Services & Community Services Enforcement & Compliance Policy</u> To approve the Environmental Health, Environmental Services & Community Services Enforcement & Compliance Policy 2025 - 2028.	Environmental Health, Environmental Services & Community Services Enforcement & Compliance Policy 2021 - 2024.	Cabinet Executive	4 November 2024	Yes	25 October 2024 Councillor Les Phillimore Caroline Harbour, Environmental Health, Housing & Community Services Group Manager	Public

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March 2025

<u>A Strategic Guide to Empty or Occupied Eyesore Premises</u> The purpose of this strategy is to set out how Blaby District Council will deal with empty or occupied eyesore premises and it is intended to replace the existing empty homes strategy.	Equalities impact assessment Carbon neutral / net zero benefits	Cabinet Executive	24 March 2025	Yes	14 March 2025 Councillor Les Phillimore Caroline Harbour, Environmental Health, Housing & Community Services Group Manager	Public