

**BLABY DISTRICT COUNCIL
SCHEDULE OF EXECUTIVE DECISIONS
DATE OF PUBLICATION: 02 DECEMBER 2008**

The schedule below indicates in bold decisions taken by the Executive including any appropriate date of enactment. There is a period of five working days between the publication date and the implementation date (see call-in procedure). Decisions exempt from call-in due to urgency are also identified. Executive Decisions also include Key Decisions made by (a) an Executive Member alone (not in force under the Constitution) or (b) an Officer in consultation with an Executive Member. In the case of (b) such decisions are published once made on the Council web site (www.blaby.gov.uk). Any Member of the Council wishing to request that a decision be called-in for review must deliver to the Democratic Services Manager a signed request together with justification of the same by no later than the date identified in Column (f) below. Some reports or parts of reports may be recommended to Council and any such recommendation will be recorded on this schedule not in bold.

Under Part 4, Section 5 (Scrutiny Procedure Rules – including Call-In Procedure) of the Council's Constitution, the following items are exempt from the Council's Call-In rules:

- Dates and Times of Meetings
- Appointments to Outside Bodies
- Changes to the Cabinet Executive Delegation Scheme
- Decisions being considered after earlier Call-In
- Exemptions and exercise of delegated authority pursuant to Part 13 Section 3.1.2 and 3.1.3 of the Council's Constitution.
- Urgent Items not on the Forward Plan and received by Cabinet Executive

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
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936	01 December 2008	Cabinet Executive	Electoral Services Provision	<p>1. That a new post of Electoral Services Officer be created within the Democratic Services Team</p> <p>2. That the post of Electoral Services Officer be designated Politically restricted in accordance with the Local Government and Housing Act 1989 as it is responsible for advising candidates, agents and elected members on electoral matters.</p> <p>Reason:</p> <p>It is appropriate that the Council is structured in a manner which ensures that it can meet its statutory responsibilities.</p>	N/A	N/A	No	
					N/A	N/A	No	

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937	01 December 2008	Cabinet Executive	Implementation of Equality and Diversity Policy and associated Statutory Schemes - Progress Report	<p>1. That the progress made, and issues arising, in implementing the Action Plans of the Corporate Equality and Diversity Policy, Disability Equality Scheme, Gender Equality Scheme and Race Equality Scheme be noted.</p> <p>2. That the Council's equality priorities for 2009 be noted.</p> <p>Reason:</p> <p>These four policies and their associated Action Plans were adopted between October 2006 and December 2007 and it is appropriate that progress in their implementation should now be reviewed as part of the ongoing monitoring of the Council's equalities agenda.</p>	N/A	N/A	No	
938	01 December 2008	Cabinet Executive	Council Tax Base Setting - 2009/2010	<p>1. That the report of the Financial Services Group Manager relating to the calculation of the Council's Tax Base for 2009/2010 be approved.</p> <p>2. That, in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, as amended, the amount calculated by Blaby District Council as its Tax Base for the year 2009/2010 shall be 31,222.28</p> <p>3. That, in accordance with the above regulations the amount calculated by Blaby District Council as the Council Tax Base for individual Parishes for the year 2009/2010 shall be as shown at Appendix C of the report of the Financial Services Group Manager.</p>	08/12/2008	09/12/2008	Yes	
					08/12/2008	09/12/2008	Yes	
					08/12/2008	09/12/2008	Yes	

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938 (cont)				<p>4. That any expenses incurred by the Council in performing in a part of its area a function performed elsewhere in its area by a Parish or Community Council or the Chairman of a Parish Meeting shall not be treated as special expenses for the purposes of Section 35 of the Local Government Finance Act, 1992.</p> <p>Reason:</p> <p>The Council is statutorily required to set its tax base each year by not later than 31st January preceding the subject year. The tax base must reflect special expenses unless the Council formally resolves to disregard such items.</p>	08/12/2008	09/12/2008	Yes	
939	01 December 2008	Cabinet Executive	Corporate Charging Policy	<p>That the Corporate Charging Policy at Appendix A to the report of the Financial Services Group Manager be approved.</p> <p>Reason:</p> <p>It is appropriate for the Council to consider implementation of charges for discretionary services in accordance with the Local Government Act 2003.</p>	08/12/2008	09/12/2008	Yes	
940	01 December 2008	Cabinet Executive	Charging for Planning Advice	<p>1. That charges be introduced for the provision of planning advice.</p> <p>2. That fees be charged for meetings in accordance with the schedule attached at Appendix 1 to the report of the Development & Conservation Manager.</p> <p>3. That the timetable for the provision of advice, attached at Appendix 1 of the same report, also</p>	08/12/2008 08/12/2008 08/12/2008	09/12/2008 09/12/2008 09/12/2008	Yes Yes Yes	

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940 (cont)				<p>be accepted.</p> <p>4. That inquiries about permitted development be dealt with through applications for certificates of proposed lawful development and charged at the national fee.</p> <p>5. That the charges be reviewed after 6 months and annually thereafter.</p> <p>6. That the Council charges for the monitoring of Section 106 Agreements and that the charges be levied at £250 or 2% of the value of those parts of the agreement relating to the District Council's requirements, whichever is the higher.</p> <p>Reasons:</p> <p>1. To enable the District Council to recover its costs in providing planning advice.</p> <p>2. To enable the District Council to recover its costs in monitoring Section 106 Agreements.</p>	08/12/2008	09/12/2008	Yes	
941	01 December 2008	Cabinet Executive	Blaby Town Centre Masterplan	<p>1. That Cabinet Executive supports in principle the Blaby Town Centre Masterplan Report (October 2008) and in particular the four transformational projects recommended within the Masterplan Report.</p> <p>2. That a new post of Part-Time Town Centre Manager for Blaby (18.5 hours a week), at S.P. 29 for a fixed term period of 2 years, (for which funding has been provided as part of the 2008/2009 budget process) be approved;</p>	08/12/2008	09/12/2008	Yes	
					08/12/2008	09/12/2008	Yes	

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941 (cont)				<p>have an interest in the Town Centre.</p> <p>3. An Implementation Group would seek to co-ordinate the work of the various parties involved by means of an Implementation Plan.</p> <p>4. Improvements to the public realm could be undertaken in the short-term and may act as a stimulus to private sector investment. The options shown indicate the level of funding which may be required from this Council to deliver the recommendations.</p> <p>5. Supplementary Planning Document status will place the Council in a stronger position when seeking to negotiate contributions for Town Centre Improvements from developers.</p> <p>6. It is appropriate that the relevant Portfolio Holder is represented on the Steering Group.</p>				
942	01 December 2008	Cabinet Executive	Blaby District Local Development Framework Annual Monitoring Report	<p>1. That the Local Development Framework (LDF) Annual Monitoring Report (AMR) 2007/2008, attached at Appendix 1 to the report of the Corporate Head of Policy & Partnerships, be submitted to the Secretary of State.</p> <p>2. That the Corporate Head of Policy & Partnerships be authorised to add information concerning policy monitoring to the AMR 2007/2008 prior to its submission to the Secretary of State.</p> <p>3. That the Informal Local Development Scheme Timetable, shown as Appendix B of the AMR</p>	08/12/2008 08/12/2008 08/12/2008	09/12/2008 09/12/2008 09/12/2008	Yes Yes Yes	

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942 (cont)				<p>2007/2008, be made available as the current guide to the preparation of Local Development Documents and that this be up-dated as necessary.</p> <p>Reasons:</p> <ol style="list-style-type: none"> 1. The LDF Annual Monitoring Report must be submitted to the Secretary of State by 31 December 2008 in order to meet the requirements of The Town and Country Planning (Local Development) (England) Regulations 2004. 2. The Annual Monitoring Report is not yet complete, however, there is an opportunity between the meeting of Cabinet Executive on 1 December 2008 and the closing date for the submission of the AMR to include additional monitoring information. 3. To provide real time public information on progress with Documents in accordance with the advice contained in Planning Policy Statement 12 'Local Spatial Planning'. 				
943	01 December 2008	Cabinet Executive	Hinckley & Bosworth Borough Council Local Development Framework Core Strategy Proposed Submission Document	<p>That the recommendations shown in bold italic type within section 6 of the report and supplemental report of the Corporate Head of Policy & Partnerships be submitted to Hinckley and Bosworth Borough Council as the formal representations of Blaby District Council concerning the Hinckley and Bosworth Borough Council Core Strategy submission document.</p> <p>Reason:</p>	08/12/2008	09/12/2008	Yes	

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943 (cont)				The Borough of Hinckley and Bosworth directly adjoins the District of Blaby, resulting in a number of policies set out within the Hinckley and Bosworth Core Strategy potentially impacting upon the District of Blaby. The Hinckley and Bosworth Core Strategy, once submitted to the Secretary of State, and consequently adopted, will be legally binding.				
944	01 December 2008	Cabinet Executive	Ageing Well Strategy	That the “Strategy for Ageing Well in Leicestershire 2008-2011” and Blaby District Council’s contribution to the Strategy be endorsed. Reason: Blaby District Council is committed through the Sustainable Community Strategy for the District to meet the needs, aspirations and priorities of the communities living in the District, irrespective of age, ethnicity, physical ability etc. The “Strategy for Ageing Well in Leicestershire 2008-2011” seeks to address, in partnership with key agencies issues associated with the older population at County level which encompasses those resident in Blaby District.	08/12/2008	09/12/2008	Yes	
945	01 December 2008	Cabinet Executive	Green Travel Plan	1. That the Draft Green Travel Plan attached at Appendix 1 to the report of the Environmental Protection Group Manager be approved for consultation with interested parties. 2. That delegated authority be granted to the Environmental Protection Group Manager in consultation with the Natural Environment Portfolio Holder to approve the Green Travel Plan, taking into account the responses to the consultation exercise. Reason:	08/12/2008 08/12/2008	09/12/2008 09/12/2008	Yes Yes	

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945 (cont)				The Council has an obligation to tackle Climate Change following the signing of the Nottingham Declaration. The implementation of a Green Travel Plan will reduce the Council's Carbon Footprint; this will be measures by National Indicator 185.				
946	01 December 2008	Cabinet Executive	Car Parking Arrangement-s in Narborough	<p>That the Project Plan attached at Appendix 1 to the report of the Director of Operations and the Environmental Protection Group Manager to permit the introduction of charges as approved by Council on 14 October 2008 (minute 239: 2008/2009 refers) on Weavers Court and the Station car parks in Narborough on 01 February 2009 (subject to legal process and work programme for Leicestershire County Council displacement controls) be approved.</p> <p>Reason:</p> <p>Council approved the proposals and schedule of charges for the public car parks within the District of Blaby subject to the approval of a full Project Plan.</p>	08/12/2008	09/12/2008	Yes	
947	01 December 2008	Cabinet Executive	Access to Information Policy and Draft Publication Scheme under Freedom of Information	<p>1. That the Access to Information Policy, attached at Appendix 1 to the report of the Legal Services Manager be approved and adopted. The policy replaces with immediate effect, the previous Data Protection and Freedom of Information Policies which were adopted by Cabinet on 30 April 2004.</p> <p>2. That the revised Freedom of Information Publication Scheme be noted.</p> <p>Reasons:</p> <p>1. The Council is required to ensure that it</p>	08/12/2008 08/12/2008	09/12/2008 09/12/2008	Yes Yes	

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947 (cont)				<p>maintains full compliance with the aforementioned pieces of legislation. Since the last polices were adopted in 2004 it is appropriate to review and update the Council's policies and alterations have been made to reflect changes in the legislation.</p> <p>2. As these pieces of legislation fit very closely together it is considered appropriate to combine them in one policy document.</p> <p>3. The Council has a statutory obligation to publish and maintain a publication scheme, this has to be produced using a template provided by the Information Commissioners Office.</p>				
948	01 December 2008	Cabinet Executive	Constitutional Amendments	<p>That the amendments to the Constitution detailed at Appendix A to the report of the Legal Services Manager be approved and adopted.</p> <p>Reasons:</p> <p>1. To ensure an appropriate range of delegation.</p> <p>2. To update the Constitution in light of the completion of the Housing Stock Transfer.</p>	08/12/2008	09/12/2008	Yes	
949	01 December 2008	Cabinet Executive	Data Quality Policy	<p>That the draft Data Quality Policy, (attached at Appendix 1 to the report of the Performance & Audit Manager) aligned to the standards set out in the Leicestershire Together Data Quality Strategy, be approved.</p> <p>Reasons:</p> <p>1. It is appropriate and good practice that the Council adopts a comprehensive Data Quality Policy. Such a policy provides a robust</p>	08/12/2008	09/12/2008	Yes	

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949 (cont)				<p>framework within which the quality and reliability of all performance data held by and reported on by the Council can be improved.</p> <p>2. Under the forthcoming Comprehensive Area Assessment (CAA), to be introduced from April 2009, Councils will be expected to have effective arrangements in place for managing data quality.</p>				
950	01 December 2008	Cabinet Executive	Business Development at the Pavilion	<p>1. That a structure which is robust and provides a framework to succeed in delivering a community based centre for leisure provision with clear reporting lines to The Pavilion Manager be implemented.</p> <p>2. That the agency agreement with SLM be terminated. Reasons:</p> <p>1. Provide a structure for managing & developing the pavilion's services that will enable the council to deliver on its corporate priorities.</p> <p>2. Implement a team who have ownership and a mandate to manage.</p> <p>3. Deliver the Council's corporate identity at The Pavilion.</p> <p>4. The current agreement does not provide The Pavilion Manager with adequate influence to control or develop SLM staff to provide a consistent service in delivery or efficiency.</p> <p>5. The current agency agreement enables the delivery of a minimum service.</p>	08/12/2008 08/12/2008	09/12/2008 09/12/2008	Yes Yes	

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950 (cont)				<p>6. The proposed restructure will enable effective performance management, delivered directly through BDC, giving opportunities to greatly improve key areas such as customer service, communications & marketing.</p> <p>7. The current arrangement offers no incentives for agency staff to deliver a quality service to our customers.</p> <p>8. The recommended structure will enable effective business planning and ensure the success of a wider range of services & activities.</p>				
951	01 December 2008	Cabinet Executive	Establishment Budget 08/09 - 09/10	<p>That the content of the report of the Director of Performance & People and Financial Services Group Manager be approved in advance of the detailed service budget proposals and in the context of the overall budget strategy for next financial year. The establishment costs will be incorporated into the General Fund and Capital Programme draft budgets for consideration by the Cabinet Executive at a later date.</p> <p>Reason:</p> <p>To make Cabinet Executive aware of the establishment costs which will influence the overall General Fund budget proposals for 2009/10.</p>	08/12/2008	09/12/2008	Yes	