

DRAFT Notice of Executive Key Decisions

The attached notice lists the matters which are likely to be the subject of a key decision by the Council's executive and executive decision making bodies. This notice is produced in accordance with the Constitution adopted by North West Leicestershire District Council and will be published a minimum of 28 days before the date on which a key decision is to be made on behalf of the Council.

The date of publication of this notice is Friday, 7 October 2022. The Deadline for making any representations as to why items marked as private should be considered in public by **Cabinet on 8 November 2022 is 5pm Friday, 28 October 2022.**

Key Decisions

A key decision means a decision taken by the Cabinet, a committee of the Cabinet, an area or joint committee or an individual in connection with the discharge of a function which is the responsibility of the executive and which is likely:

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the Council;
- (c) for the purposes of (a) and (b) above £100,000 shall be regarded as significant in terms of expenditure or savings, and any issue which, in the opinion of the Leader is likely to have an impact on people, shall be regarded as significant in terms of impact on communities.

The Council's Executive

The Council's executive committee is the Cabinet. The Cabinet comprises:

Councillor R Blunt	-	Leader	Councillor A Woodman	-	Community Services
Councillor R Ashman	-	Deputy Leader and Infrastructure	Councillor N J Rushton	-	Corporate
Councillor T Gillard	-	Business and Regeneration	Councillor R D Bayliss	-	Housing, Property & Customer Services
Councillor K Merrie MBE	-	Planning			

Confidential Items and Private Meetings of the Executive

Whilst the majority of the Cabinet's business at the meetings listed in this notice will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is a formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting contain exempt information under Part 1 Schedule 12A to the Local Government Act (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those Items where it is considered that they should be considered in private are identified on the Notice.

Access to Agenda and Related Documents

Documents relating to the matters listed in this notice are available at least 5 clear working days prior to the date of decision as indicated below. Other documents relevant to the matters listed in this notice may be submitted to the decision maker.

If you wish to request or submit a document, or make representation in relation to any issue contained within this notice, please contact Democratic Services on telephone number 01530 454512 or by emailing memberservices@nwleicestershire.gov.uk

Executive Decisions

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
September 2022							
Annual Review of Corporate Governance Policies	Cabinet	Non-Key	Public	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Trainee Solicitor lauren.sturgess@nwleicestershire.gov.uk	Annual Review of Corporate Governance Policies	To be considered at Audit & Governance Committee on 27 July
Draft Air Quality Supplementary Planning Document	Cabinet	Key	Public	20 September 2022	Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk Planning Policy & Land Charges Team Manager Tel: 01530 454677 ian.nelson@nwleicestershire.gov.uk	Report and draft SPD Draft Air Quality Supplementary Planning Document	To also be considered by Local Plan Committee
Interim Position Statement in Respect of First Homes - Consultation Draft	Cabinet, Rowan Haynes	Key	Public	20 September 2022	Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk Planning Policy & Land Charges Team Manager Tel: 01530 454677 ian.nelson@nwleicestershire.gov.uk	Report Interim Position Statement in Respect of First Homes - Consultation Draft	To be considered by Local plan Committee as part of Local Plan review

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Housing Materials Services Contract	Cabinet	Key	Public	20 September 2022	Councillor Roger Bayliss Tel: 01530 411055 roger.bayliss@nwleicestershire.gov.uk Housing Commercial Services Manager richard.james@nwleicestershire.gov.uk	Report Award of Housing Materials Services Contract	As this is an award of contract, it falls direct to Cabinet.
Finance System	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Finance System	Not required to be considered by a Scrutiny Committee. Under the constitution Cabinet are required to consider proposals where the approved or actual expenditure on a capital project exceed the estimate.
Hermitage Leisure Centre Building - Future Direction	Cabinet	Key	Public	20 September 2022	Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Hermitage Leisure Centre Building - Future Direction	Considered at Community Scrutiny Committee - 29 June 2022

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Cabinet	Key	Public	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Exchequer Services Team Leader andy.gould@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Not required to be considered by a Scrutiny Committee. Under the constitution Cabinet are required to approve write-offs over £10,000.
Award of Insurance Contract	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Insurance Contract	As this is an award of contract, it falls direct to Cabinet.
Procurement Exemption in relation to the Council's Insurance and Finance System Contracts	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Procurement Exemption in relation to the Council's Insurance and Finance System Contracts	Not required, this is simply a report taken to Cabinet to note the Exemptions applied by Statutory Officers

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
COVID-19 Additional Relief Fund (CARF) Policy 2021/22	Cabinet	Key	Public	20 September 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance & Customer Services and Section 151 Officer mark.walker@nwleicester.gov.uk	COVID-19 Additional Relief Fund (CARF) Policy 2021/22	Timing of the policy did not allow Scrutiny to be consulted.

October 2022

There are no items for consideration.

November 2022

Award of Contract to Purchase Fleet Vehicles	Cabinet	Key	Part Private Information which reveals that the authority proposes to make an order or direction under any enactment. Recommendation for award of contract would be confidential at this point	8 November 2022	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Waste Services Team Manager, Climate Change Programme Manager anna.morgan@nwleicester.gov.uk, julia.marshall@nwleicester.gov.uk	Award of Contract to Purchase Fleet Vehicles	Original strategy considered at earlier Scrutiny
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Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Housing Revenue Account Acquisitions and Disposals	Cabinet	Key	Public	8 November 2022	Councillor Roger Bayliss Tel: 01530 411055 roger.bayliss@nwleicestershire.gov.uk Housing Assets Team Manager Tel: 01530 454137 jas.singh@nwleicestershire.gov.uk	Housing Revenue Account Acquisitions and Disposals	Decision being sought under approved Acquisitions & Disposal Policy.
Castle Donington conservation area: Adoption of character appraisal and boundary review	Cabinet	Key	Public	8 November 2022	Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk Senior Conservation Officer james.white@nwleicestershire.gov.uk	Public consultation responses Revised boundary review and map appendix Revised character appraisal and map appendix Castle Donington conservation area: Adoption of character appraisal and boundary review	The matter is not being considered by a scrutiny committee because it has been subject to a separate public consultation involving ward members.
December 2022							
Minutes of the Coalville Special Expenses Working Party	Cabinet	Key	Public	6 December 2022	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Tel: 01530 454529 claire.hammond@nwleicestershire.gov.uk	Minutes of the meeting Minutes of the Coalville Special Expenses Working Party	The group is a sub group of Cabinet and therefore the report does not require scrutiny

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Quarter 1 Performance Report	Cabinet	Key	Public	6 December 2022	Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicester-shire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester-shire.gov.uk	Quarter 1 Performance Report	31 August 2022
PROVISIONAL FINANCIAL OUTTURN 2021/22	Cabinet	Key	Public	6 December 2022	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester-shire.gov.uk Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	PROVISIONAL FINANCIAL OUTTURN 2021/22	This report is to present the provisional financial outturn prior to the publication of the draft Statement of Accounts on the 31 July. The final version of the Statement of Accounts will be presented to Audit Committee for approval.

10 January 2023

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Quarter 2 Performance Report	Cabinet	Key	Public	10 January 2023	<p>Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicester-shire.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicestershire.gov.uk</p>	Quarter 2 Performance Report	7 December 2022
Housing Revenue Account Acquisitions and Disposals	Cabinet	Key	Private	10 January 2023	<p>Councillor Roger Bayliss Tel: 01530 411055 roger.bayliss@nwleicestershire.gov.uk</p> <p>Housing Assets Team Manager Tel: 01530 454137 jas.singh@nwleicestershire.gov.uk</p>	Housing Revenue Account Acquisitions and Disposals	Decision being sought under approved Acquisitions & Disposal Policy.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Draft Budget and Council Tax 2023/24	Cabinet	Key	Public	10 January 2023	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Finance Team Manager & Deputy S151 Officer, Interim Finance Team Manager Tel: 01530 454492, anna.crouch@nwleicester.gov.uk, sarah.thirkettle@nwleicester.gov.uk</p>	Draft Budget and Council Tax 2023/24	Corporate Scrutiny - 7 December 2022
Council Tax Base 2023/24	Cabinet	Key	Public	10 January 2023	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Council Tax Base 2023/24	Not to be considered by a Scrutiny Committee - The calculation of the council tax base is prescribed in statute

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Cabinet	Key	Public	10 January 2023	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Exchequer Services Team Leader andy.gould@nwleicestershire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Not required to be considered by a Scrutiny Committee. Under the constitution Cabinet are required to approve write-offs over £10,000.
31 January 2023							
Minutes of the Coalville Special Expenses Working Party	Cabinet	Key	Public	31 January 2023	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Tel: 01530 454529 claire.hammond@nwleicestershire.gov.uk	Minutes of the meeting Minutes of the Coalville Special Expenses Working Party	The group is a sub group of Cabinet and therefore the report does not require scrutiny
Medium Term Financial Plans 2023/24-2027/28	Cabinet	Non-Key	Private	31 January 2023	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Interim Finance Team Manager sarah.thirkettle@nwleicestershire.gov.uk	General Fund and Housing Revenue Account (HRA) Medium Term Financial Plans Medium Term Financial Plans 2023/24-2027/28	Not required, presented to Cabinet members for awareness of the medium-term financial positions when considering the 2023/23 final budgets.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Prudential Indicators and Treasury Strategies 2023-24	Cabinet	Key	Public	31 January 2023	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk</p>	<p>Capital Strategy 2023-24 Investment Strategy 2023-24 Minimum Revenue Provision Statement 2023-24 Treasury Management Strategy Statement 2023-24 Prudential Indicators and Treasury Strategies 2023-24</p>	To be considered by Corporate Scrutiny on 4 January 2023
Budget and Council Tax 2023/24	Cabinet	Key	Public	31 January 2023	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Interim Finance Team Manager, Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 sarah.thirkettle@nwleices-tershire.gov.uk, anna.crouch@nwleicester-shire.gov.uk</p>	Budget and Council Tax 2023/24	Considered by Corporate Scrutiny on 7 December 2022

February 2023

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Bereavement Services Review	Cabinet	Key	Public	28 February 2023	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Community Services, Environmental Protection Team Manager Tel: 01530 454832, Tel: 01530 454564 paul.sanders@nwleicester.gov.uk, clare.proudfoot@nwleicester.gov.uk</p>	Bereavement Services Review	Community Scrutiny: 8 February 2023
Empty Homes Compulsory Purchase Orders	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	28 February 2023	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Environmental Protection Team Manager Tel: 01530 454564 clare.proudfoot@nwleicester.gov.uk</p>	Empty Homes Compulsory Purchase Orders	Not being considered by Scrutiny as decision being sought under approved Empty Homes Policy

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Private Sector Housing Policies	Cabinet	Key	Public	28 February 2023	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Private Sector Housing Policies	Community Scrutiny 21 September 2022
March 2023							
Minutes of the Coalville Special Expenses Working Party	Cabinet	Key	Public	28 March 2023	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Tel: 01530 454529 claire.hammond@nwleicester.gov.uk	Minutes from the meeting Minutes of the Coalville Special Expenses Working Party	The group is a sub group of Cabinet and therefore the report does not require scrutiny
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Cabinet	Key	Public	28 March 2023	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Exchequer Services Team Leader andy.gould@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Not required to be considered by a Scrutiny Committee. Under the constitution Cabinet are required to approve write-offs over £10,000.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Quarter 3 Performance Report	Cabinet	Key	Public	28 March 2023	Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicester-shire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester-shire.gov.uk	Quarter 3 Performance Report	8 March 2023
April 2023							
Housing Revenue Acquisitions and Disposals	Cabinet	Key	Private	25 April 2023	Councillor Roger Bayliss Tel: 01530 411055 roger.bayliss@nwleicester-shire.gov.uk Housing Assets Team Manager Tel: 01530 454137 jas.singh@nwleicestershire.gov.uk	Housing Revenue Acquisitions and Disposals	Decision being sought under approved Acquisitions & Disposal Policy.
May 2023							
There are no items for consideration.							
June 2023							

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
The Leicestershire Partnership Revenues and Benefits Joint Committee - Appointment of Members	Cabinet	Key	Public	6 June 2023	Tel: 01530 454529 claire.hammond@nwleicestershire.gov.uk	Report The Leicestershire Partnership Revenues and Benefits Joint Committee - Appointment of Members	As the report is requiring Cabinet to appoint to executive members to the Joint Committee it does not require scrutiny consideration.
Treasury Management Stewardship Report 2022/23	Cabinet	Non-Key	Public	6 June 2023	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager & Deputy S151 Officer Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Treasury Management Stewardship Report 2022/23	To be considered by Audit Committee on the 26 April 2023.
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Cabinet	Key	Public	6 June 2023	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Exchequer Services Team Leader andy.gould@nwleicestershire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non Domestic Rates and Sundry Debtor Write Offs	Not required to be considered by a Scrutiny Committee. Under the constitution Cabinet are required to approve write-offs over £10,000.