

# 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, 26 January 2024. The Deadline for making any representations as to why items marked as private should be considered in public by **Cabinet on Tuesday, 27 February 2024 is 5pm Friday, 16 February 2024**

## 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	-	Housing, Property & Customer Services
Councillor M Wyatt	-	Deputy Leader and Community Services	Councillor N J Rushton	-	Corporate
Councillor T Gillard	-	Business and Regeneration	Councillor A Saffell	-	Planning
Councillor K Merrie MBE	-	Infrastructure			

## 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](mailto: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
<b>31 January 2024</b>							
Housing Revenue Account (HRA) Budget and Rents 2024/25	Cabinet	Key	Public	31 January 2024	Corporate Portfolio Holder  Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Housing Revenue Account (HRA) Budget and Rents 2024/25	Considered as part of the draft budget at Corporate Scrutiny on the 04/01/24
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Cabinet	Non-Key	Public	31 January 2024	Corporate Portfolio Holder  Exchequer Services Team Leader roma.frisby@nwleicestershire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Function delegated to Cabinet
General Fund Budget and Council Tax 2024/25	Cabinet	Key	Public	31 January 2024	Corporate Portfolio Holder  Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	General Fund Budget and Council Tax 2024/25	Considered as part of the draft budget at Corporate Scrutiny on the 04/01/24

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
Capital Strategy, Treasury Management Strategy and Prudential Indicators 2024/25	Cabinet	Key	Public	31 January 2024	Corporate Portfolio Holder  Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Capital Strategy, Treasury Management Strategy and Prudential Indicators 2024/25	Considered as part of the draft budget at Corporate Scrutiny on the 04/01/24
Robustness of Budget Estimates and Adequacy of Reserves	Cabinet	Non-Key	Public	31 January 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk  Strategic Director of Resources (Section 151 Officer) paul.stone@nwleicestershire.gov.uk	Robustness of Budget Estimates and Adequacy of Reserves	04/01/24
Housing Improvement Board & Scrutiny Task and Finish Mould and Damp Recommendations	Cabinet	Non-Key	Public	31 January 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk  Head of Housing jane.rochelle@nwleicestershire.gov.uk	Housing Improvement Board & Scrutiny Task and Finish Mould and Damp Recommendations	Corporate Scrutiny 23/11/23 and 04/01/24

<b>Decision</b>	<b>Decision Maker</b>	<b>Status of Decision</b>	<b>Public or Private</b>  (and reason – where private)	<b>Date of Decision</b>	<b>Contacts</b>	<b>Documents to be submitted to the Decision Maker</b>	<b>Considered by Scrutiny or other Committee</b>
Minutes of the Coalville Special Expenses Working Party	Cabinet	Key	Public	31 January 2024	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk  Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Minutes of the Coalville Special Expenses Working Party	The group is a sub group of Cabinet and therefore does not require scrutiny
Appointment of Housing Contractors	Cabinet	Key	Part Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)Contracting details	31 January 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk  Head of Housing jane.rochelle@nwleicestershire.gov.uk	Appointment of Housing Contractors	Considered in general sense at Corporate Scrutiny in November 2023- report detail is operational process
<b>February 2024</b>							
Community Lottery Scheme	Cabinet	Key	Public	27 February 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk  Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk	Community Lottery Scheme	8 February 2024

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
NWL Local Cycling and Walking Infrastructure Plan and Strategy	Cabinet	Key	Public	27 February 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk</p>	NWL Local Cycling and Walking Infrastructure Plan and Strategy	Community Scrutiny 8 February 2024
Investment Property Leasehold Disposals	Cabinet	Key	Public	27 February 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk</p> <p>Property Officer Tel: 01530 454590 stacey.harris@nwleicestershire.gov.uk</p>	Investment Property Leasehold Disposals	Not required to go before Scrutiny.
Performance Monitoring Report	Cabinet	Non-Key	Public	27 February 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicestershire.gov.uk</p>	Performance Monitoring Report	The timing is too tight for this particular report, but future iterations will be presented to the Corporate Scrutiny Committee.

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
Authority to Enter into an Agreement for the Communal Cleaning of Housing Sites	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	27 February 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk  Housing Management Team Manager Tel: 01530 454808 amanda.harper@nwleicester.gov.uk	Report Authority to Enter into an Agreement for the Communal Cleaning of Housing Sites	Contractual agreement that does not require Scrutiny consideration.
<b>March 2024</b>							
2023/24 Quarter 3 General Fund and Housing Revenue Account (HRA) Finance Update	Cabinet	Key	Public	26 March 2024	Corporate Portfolio Holder  Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	2023/24 Quarter 3 General Fund and Housing Revenue Account (HRA) Finance Update	Corporate Scrutiny May 2024
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Cabinet	Non-Key	Public	26 March 2024	Corporate Portfolio Holder  Exchequer Services Team Leader roma.frisby@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Function delegated to Cabinet

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
Minutes of the Coalville Special Expenses Working Party	Cabinet	Key	Public	26 March 2024	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk  Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Minutes of the Coalville Special Expenses Working Party	The group is a sub group of Cabinet and therefore does not require scrutiny
North West Leicestershire Community Health Wellbeing Plan 2023-2026	Cabinet	Key	Public	26 March 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk  Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk	North West Leicestershire Community Health Wellbeing Plan 2023-2026	Members were involved in and consulted on the development of the document.
<b>April 2024</b>							
Update on Zero Litter and Launch of Love your Neighbourhood	Cabinet	Non-Key	Public	23 April 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk  Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk	Update on Zero Litter and Launch of Love your Neighbourhood	4 April 2024

Decision	Decision Maker	Status of Decision	Public or Private <small>(and reason – where private)</small>	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Corporate Microsoft Licences Renewal	Cabinet	Key	Public	23 April 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>ICT Team Manager sam.outama@nwleicester.gov.uk</p>	Corporate Microsoft Licences Renewal	Not required.
Performance Monitoring Report	Cabinet	Non-Key	Public	23 April 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicester.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester.gov.uk</p>	Performance Monitoring Report	To be considered at Corporate Scrutiny Committee in May 2024
<b>May 2024</b>							
Treasury Management Stewardship Report 2023/24	Cabinet	Non-Key	Public	21 May 2024	<p>Corporate Portfolio Holder</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Treasury Management Stewardship Report 2023/24	Audit and Governance Committee - 24/04/24



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
Waste Services Review	Cabinet	Key	Public	21 May 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk  Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Future of Waste Services	This item is being considered at Community Scrutiny in April 2024
Disabled Facilities Grant Review	Cabinet	Non-Key	Public	21 May 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk  Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Lightbulb	4 April 2024.
<b>June 2024</b>							
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Cabinet	Non-Key	Public	25 June 2024	Corporate Portfolio Holder  Exchequer Services Team Leader roma.frisby@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Function delegated to Cabinet

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
Environmental Health - Food Safety Service Delivery Plan 2024/5	Cabinet	Key	Public	25 June 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk</p> <p>Environmental Health Team Manager Tel: 01530 454610 lee.mansfield@nwleicestershire.gov.uk</p>	Draft service delivery plan Officer report Environmental Health - Food Safety Service Delivery Plan 2024/5	Not considered necessary
Districtwide Regeneration Framework	Cabinet	Key	Public	25 June 2024	<p>Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk</p> <p>Senior Economic Development Officer tom.stanyard@nwleicestershire.gov.uk</p>	Districtwide Regeneration Framework	Community Scrutiny in April 2024