

EXECUTIVE BOARD

8th February 2018

PRESENT

COUNCILLOR:

Mohammed Khan
Maureen Bateson
Damian Talbot
Jim Smith
Arshid Mahmood
Andy Kay
Dave Harling
Phil Riley

PORTFOLIO:

Leader
Children's Services
Leisure, Culture & Young People
Environment
Neighbourhoods & Prevention Services
Resources
Schools and Education
Regeneration

EXECUTIVE MEMBER

John Slater

NON-PORTFOLIO

Leader of the Conservative Group

| | Item | Action | | | | | | |
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| 1 | <u>Welcome & Apologies</u> The Leader of the Council, Councillor Mohammed Khan welcomed all present to the meeting. Apologies were received from Councillor Mustafa Desai. | | | | | | | |
| 2 | <u>Minutes of the Meeting held on 11th January 2018</u> The minutes of the meeting of the Executive Board held on 11 th January 2018 were agreed as a correct record. | Approved | | | | | | |
| 3 | <u>Declarations of Interest</u> There were no Declarations of Interest submitted. | | | | | | | |
| 4 | <u>Equality Implications</u> The Chair asked Members to confirm that they had considered and understood any Equality Impact Assessments associated with reports on the agenda ahead of making any decisions. | Confirmed | | | | | | |
| 5 | <u>Public Forum</u> In accordance with Part 4 of the Executive Board Procedure Rules for questions/statements by members of the public, the following questions/statements have been received, details of which are set out below:- <table border="1"><thead><tr><th>Name of Person asking the Question</th><th>Subject Area</th><th>Response by</th></tr></thead><tbody><tr><td>David Shepard, 11 Woodlands Grove, Darwen BB3 1JZ</td><td>Resurfacing of road, 7-15 Woodlands Grove, Darwen</td><td>Councillor Phil Riley</td></tr></tbody></table> | Name of Person asking the Question | Subject Area | Response by | David Shepard, 11 Woodlands Grove, Darwen BB3 1JZ | Resurfacing of road, 7-15 Woodlands Grove, Darwen | Councillor Phil Riley | |
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| David Shepard, 11 Woodlands Grove, Darwen BB3 1JZ | Resurfacing of road, 7-15 Woodlands Grove, Darwen | Councillor Phil Riley | | | | | | |

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| | Tony Duckworth, District Group Chairman of Campaign to Protect Rural England, 33 Gib Lane, Blackburn BB2 5BP | Land adjacent to Tower Road, Blackburn. | Councillor Phil Riley | |
| | <p>Councillor Riley responded to both questions and supplementary questions arising, advising Mr Shepard that more detail was outlined in the report at Agenda item 11, but it was hoped remedial action could be undertaken in the new financial year.</p> <p>Mr Duckworth was advised that as the matter referred to was going to be considered at the Planning and Highways Committee meeting on 14th February, it would be inappropriate to comment further, but Mr Duckworth was encouraged to attend the meeting and address the Committee.</p> | | | |
| 6 | <p><u>Questions by Non-Executive Members</u></p> <p>No questions had been submitted by Non- Executive Members.</p> | | | |
| 7 | <p><u>Youth MPs Update</u></p> <p>The Youth MP and Deputy Youth MPs were not present due to the forthcoming elections.</p> | | | |
| 8.3 | <p><u>Children's Services Update</u></p> <p>Councillor Maureen Bateson verbally reported that a letter had been sent to the Chancellor of the Exchequer, Philip Hammond from the North West Forum of Lead Members and DCS's detailing serious concerns about the pressure on Children's Services budgets.</p> | | | Noted |
| 8.5.1 | <p><u>Sport England's Local Delivery Pilot</u></p> <p>It was reported that within Sport England's participation strategy "Towards an Active Nation" there was a substantial investment stream focussing on place based pilots to explore different and innovative ways of reducing inactivity through a whole system approach.</p> <p>In December 2017 it was publically announced that Pennine Lancashire had been successful, from 113 initial expressions of interest and was one of twelve Sport England Local Delivery Pilot areas nationally. Local Delivery Pilots would have a share of a £100m funding pot with Pennine Lancashire realistically receiving multiple million pounds worth of investment to increase activity levels and improve health and wellbeing amongst those who are inactive and experiencing poor mental wellbeing.</p> <p>The Pennine Lancashire Accountable Care Partnership would be the strategic lead for the project and it was proposed that Blackburn with Darwen Council acts as the accountable body on behalf of</p> | | | |

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| | <p>Pennine Lancashire partners. As such Blackburn with Darwen Council would ensure that there was appropriate and structured financial, procurement and contracting arrangements in place to provide a transparent framework giving necessary assurances to manage and mitigate financial risks with the required commissioning and contracting arrangements and budget monitoring in place both for the council, the Pennine Lancashire Accountable Care Body and for Sport England, the external funders.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <ul style="list-style-type: none"> ▪ Notes the report and the application processes outlined within the report; ▪ Approves that Blackburn with Darwen Borough Council acts as the accountable body for the Sport England Local Delivery Pilot on behalf of Pennine Lancashire partners; and ▪ Delegates authority to the Director of Environment and Leisure and the Director of HR, Legal & Corporate Services, in consultation with the Executive Member for Leisure, Culture and Young People and the Executive Member for Resources, to agree and finalise the formal legal arrangements for Blackburn with Darwen to act as accountable body for the Pilot. | <p></p> <p>Noted</p> <p>Noted</p> <p>Approved</p> |
| <p>8.7.1</p> | <p><u>Blackburn with Darwen Local Development Scheme</u></p> <p>It was reported that The Local Development Scheme (LDS) was a three-year project plan for preparation of the planning documents the local planning authority intended to prepare in the forthcoming years and the timetable for the preparation of those documents.</p> <p>The Council was required by planning legislation to prepare and maintain a Local Development Scheme.</p> <p>The Council adopted its last Local Development Scheme (LDS) in January 2017. This set out a programme of work for one year mainly focusing on the production of various Supplementary Planning Documents (SPDs) and Masterplans.</p> <p>The focus was now turning to the commencement of a new Local Plan for the Borough. This would replace the adopted Core Strategy (adopted in January 2011) and the Local Plan Part 2: Site Allocations and Development Management Policies (adopted in December 2015)</p> <p>New regulations being brought forward by Government to commence on 5 April 2018 required local authorities to review Local Plans and their Statements of Community Involvement at least every five years from the date of their adoption.</p> <p>Government therefore expected local authorities to have in place an</p> | |

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| 8.8 | <p>up to date Local Development Scheme to demonstrate to all relevant parties (e.g. local communities, developers, infrastructure providers and what the Council intended to do in terms of its Local Plan. Given the intention to develop a new Local Plan, it was essential that a new LDS was in place to provide key information on how the Local Plan would be produced, and set out intended key milestones for the various stages that the plan would go through until adoption.</p> <p>The Scheme was attached at Appendix 1 of the report.</p> <p>RESOLVED – That the Executive Board approves the Local Development Scheme (2018) that sets out a work programme for the next three years (2018-2021).</p> <p><u>Resources Update</u></p> <p>Councillor Andy Kay verbally reported as follows:</p> <p>“There was much debate and speculation in the national press last week following announcements by the new Chief Executive of Capita about the company’s financial position and direction of travel which includes selling off non-profitable parts of the business. This is concerning coming so soon on the back of the collapse of Carillion, another major company providing significant services to the public sector. Our concerns are two-fold – for the services delivered through our partnership and for the wider Capita jobs in the borough at Castleway House in Blackburn and India Mill in Darwen.</p> <p>We do not take Capita’s position lightly and Capita’s Regional Director for Local Government, with responsibility for our Partnership, attended our Partnership Board meeting on Thursday last week which both Cllr Riley and I sit on.</p> <p>Members will recall that our current partnership with Capita is much smaller than our original 2001 partnership, following decisions made by the Council to in-source a number of services and reduce the scale of the partnership to a small core contract for highways and property management with greater flexibility than previously. We were reassured last week by Capita that there is no immediate threat or risk to the services delivered to the Council and that the new Chief Executive, having only been in post since late 2017, is acting quickly in putting robust plans in place to strengthen the company’s position.</p> <p>As a Council, we will continue to keep a close eye on the situation and will be reviewing all the options open to us as well as updating our contingency planning for all possibilities.”</p> | <p>Approved</p> <p>Noted</p> |
| 9.1 | <p><u>Council Office Accommodation Strategy</u></p> <p>Further to the report presented at the October 2017 Executive Board meeting, a report was submitted outlining the next stage of the Council’s Accommodation Strategy.</p> | |

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| | <p>The business case for the previous phase of the Council's accommodation strategy involved the refurbishment of 10 Duke Street funded by enabling the Council to vacate three leased properties; the Exchange, Innovation Centre and the Beehive.</p> <p>The refurbishment of the Davyfield Road bungalow site was underway, to provide staff accommodation and emergency/civil contingency in the event of a town centre buildings network failure.</p> <p>The next phase involved addressing existing significant backlog maintenance and future cost pressures in the core office buildings, including the main Council building, Blackburn Town Hall, whilst delivering costs savings and more efficient use of space.</p> <p>As the Council's workforce had decreased so had the occupancy of the core accommodation buildings. There was therefore further scope for building rationalisation to reduce costs further and improve services.</p> <p>Detailed condition and structural surveys had been carried out on Blackburn and Darwen Town Halls and the Tower Block. All three buildings were deemed to be structurally sound and previous stonework, window and roof restoration had rendered Blackburn Town Hall externally watertight. Blackburn Town Hall and the Tower Block required significant internal investment to bring them up to current standards, with additional works in Blackburn Town Hall necessary to maximise the available internal floor space. Works required at Darwen Town Hall included external works covering the roof, rainwater goods, leadwork, windows and stone work restoration.</p> <p>The accommodation data identified that all four buildings were not required, and that the occupied sites could be rationalised from four buildings to three. This position took into account the availability of office accommodation at the Bungalow at Davyfield Road depot.</p> <p>Blackburn & Darwen Town Halls and the Tower Block all required internal modernisation, but it was not financially viable to modernise all three sites to meet the Council's accommodation needs & requirements. Modernisation of Blackburn Town Hall, would increase capacity, improve service provision, reduce operational costs and eradicate backlog maintenance costs.</p> <p>It was proposed that whilst the refurbishment works took place to Blackburn Town Hall that staff from within this building would be relocated to the Tower Block. At the same time a review would take place of which other staff currently located in the town centre would be more suited to the available space at the Davyfield Road Bungalow site.</p> <p>An assessment would also take place as to whether the existing customer facing services delivered from the ground floor of Blackburn Town Hall could be left in situ, whilst the building refurbishment took place.</p> | |

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| | <p>RESOLVED - That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the indicative upgrade & refurbishment fit out costs of the Council's core staff office accommodation buildings of Blackburn & Darwen Town Halls of approximately £6.5 million, to inform the future Capital Programme which will be considered at Finance Council; 2. Notes that a further report will be brought once the final business case costs and subsequent running cost savings are known; and 3. Notes that a further report will be brought on the future options for the Tower Block. | <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> |
| <p>9. 2</p> | <p><u>Corporate Revenue Budget Monitoring Report Quarter 3 – 2017/18</u></p> <p>Members received a report on the overall revenue financial position of the Council, highlighting any significant issues and explaining variations in the third quarter of the financial year.</p> <p>Actual revenue expenditure at 31st December 2017 in relation to controllable budgets across all portfolios was £77.449million, which was 68.61% of the current budget. Further details relating to the financial position of each portfolio were outlined in the report.</p> <p>General Fund unallocated reserves were forecast to be £6.119 million at 31st March 2018 based on information available at this point in time.</p> | |

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| | <p>Again, based on current information, earmarked reserves available for discretionary use within the Council were forecast to be £9.622 million at 31st March 2018 compared with a balance of £13.874 million at 31st March 2017, with a further £15.482 million of other reserves held mainly in relation to schools.</p> <p>RESOLVED - The Executive Board is asked to approve:</p> <ul style="list-style-type: none"> • the portfolio budget adjustments outlined in Appendix 1; • the Earmarked reserves position shown in Appendix 2; and • the variations to revenue expenditure, as listed in Section 6, giving rise to a forecast balance of £6.119 million in the unallocated General Fund revenue reserve at 31st March 2018. | <p>Approved</p> <p>Approved</p> <p>Approved</p> |
| <p>9. 3</p> | <p><u>Corporate Capital Budget and Balance Sheet Monitoring Report 2017/2018 – Quarter 3 31st December 2017</u></p> <p>The Executive Board received a report on the overall financial position of the Council in respect of the capital programme as at 31st December 2017, highlighting issues and explaining variations in the first 9 months of the financial year.</p> <p>The projected aggregate cost of the Council's capital investment programme for 2017/18 had now been adjusted from £28.136 million, as approved by Executive Board on 9th November 2017, to £22.512 million. The net variation of £5.624 million reflected:</p> <ul style="list-style-type: none"> • variations made to reflect the approval of programmes during the third quarter of the year £520,000 • re-profiling of budgets during the third quarter of the year (£6.144 million). <p>As at 31st December 2017, the capital expenditure across the portfolios was £10.297million (45.71% of the current, revised projected spend).</p> <p>The estimate of capital receipts expected in 2017/18 was £674,000, however this was dependent on final contract completion dates; to date £294,000 had been received.</p> <p>RESOLVED - The Executive Board is asked:</p> <ul style="list-style-type: none"> • to approve the revised capital programme as per Appendix 1; and • to approve the variations to the programme shown in Appendix 2. | <p>Approved</p> |
| <p>9. 4</p> | <p><u>Extension to Brown Street Car Park</u></p> | |

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| | <p>Members were advised that Brown Street car park opened in November 2016 and was now the busiest flat surface pay and display car park operated by the Council. There was a demand for additional parking permits on Brown Street however, the Council had not been able to meet this demand as it would impact on pay and display customers who used the car park and would adversely affect income overall.</p> <p>The Council owned a large area of land which was located between Brown Street car park and the Bus Station. The land was uneven and unkempt and apart from having been used for a couple of fairground events, the land was unusable in its current poor condition.</p> <p>It was proposed that this land be converted into a pay and display car park with access via the existing Brown Street car park. The Council was confident that it could generate sufficient income on the Brown Street extension over a two year period to repay the investment required to create the extended car park.</p> <p>RESOLVED - That the Executive Board:</p> <p>Approves the investment required to create a new car park extension to Brown Street car park to support the town centre economy and generate additional income for the Council.</p> | <p>Approved</p> |
| <p>10</p> | <p><u>MATTERS REFERRED TO THE EXECUTIVE BOARD</u></p> | |
| <p>10.1</p> | <p><u>Petition: Woodlands Grove, Darwen</u></p> <p>A report was submitted in response to a petition received from residents of Woodlands Grove, Darwen, who had submitted a petition to the Council requesting that their road be resurfaced. As referred to earlier in the meeting under the Public Forum, although the recommendation in the report was that the Lead Petitioner be informed of the decision not to resurface the road, it was reported that it was hoped that remedial work could be undertaken early in the new financial year.</p> <p>RESOLVED - That the Lead Petitioner be informed of the decision not to resurface.</p> | <p>Approved</p> |
| <p>11</p> | <p><u>PART 2 - THE PRESS AND THE PUBLIC MAY BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS</u></p> | |
| <p>11.1</p> | <p><u>Extension to Brown Street Car Park</u></p> | |

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| <p data-bbox="331 69 1305 141">Further to the report submitted at Agenda Item 9.4, an additional report was submitted containing commercially sensitive information.</p> <p data-bbox="331 176 922 212">RESOLVED – That the Executive Board:</p> <p data-bbox="331 253 1214 360">Approves the investment required to create a new car park extension to Brown Street car park to support the town centre economy and generate income for the Council.</p> <p data-bbox="534 445 1010 481">Signed at a meeting of the Board</p> <p data-bbox="678 517 868 553">on the day of</p> <p data-bbox="509 651 1094 687">(being the ensuing meeting of the Board)</p> <p data-bbox="419 723 1243 759">Chair of the meeting at which the Minutes were confirmed</p> | <p data-bbox="1355 176 1509 212">Approved</p> |