

# Public Document Pack

## Executive Member Decisions

Friday, 21st December, 2018  
Time Not Specified

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Date Published: 21<sup>st</sup> December 2018  
Harry Catherall, Chief Executive

## EXECUTIVE MEMBER DECISION



<b>REPORT OF:</b>	Executive Member for Regeneration Executive Member for Resources
<b>LEAD OFFICERS:</b>	Deputy Chief Executive
<b>DATE:</b>	8 <sup>th</sup> October 2018

<b>PORTFOLIO/S AFFECTED:</b>	Regeneration	Resources
<b>WARD/S AFFECTED:</b>	Blackburn Central	

**SUBJECT: Compulsory Purchase of an Individual Residential Property at 41 New Wellington Street, Blackburn, BB2 4DY.**

### 1. EXECUTIVE SUMMARY

To seek approval to initiate compulsory purchase action on the above privately owned property as part of the Council's Empty Property Strategy to reduce the numbers of long term empty properties and provide much needed accommodation for the Borough.

### 2. RECOMMENDATIONS

That the Executive Member:

Upon being satisfied that:

- it would contribute to the economic, social and environmental well-being of the borough;
- there is a compelling case in the public interest as the interference with Human Rights involved is proportionate in the interests of bringing empty properties back into use;
- sufficient funds exist for carrying the resolution into effect;
- no impediments exist to the implementation of the scheme to redevelop the property (subject to the making of the order) and there is a reasonable prospect of its implementation, should the order be made;
- the whole of the legal estate could not be acquired by agreement.

- 2.1 Authorise the Director of Growth and Development, in conjunction with the Director of HR, Legal and Governance to prepare and make a Compulsory Purchase Order (CPO) under section 17 of the Housing Act 1985 and the Acquisition of Land Act 1981, for the purpose of acquiring the property to bring about its re-use.
- 2.2 Authorise the Director of Growth and Development to negotiate terms for the acquisition by agreement of any outstanding interests in the land within the Order prior to its confirmation.
- 2.3 Authorise the Director of HR, Legal and Governance (in the event that the Secretary of State notifies the Council that it has been given the power to confirm the Order) to confirm the order if he is satisfied that it is appropriate to do so.

- 2.4 Authorise the Director of Growth and Development to approve agreements with the land owner setting out the terms of withdrawal of objections to the Order (including the power to defer implementation post confirmation) and in consultation with the Director of HR, Legal and Governance to make deletions from and/or minor amendments and modifications to the proposed Order and Order plans.

### 3. BACKGROUND

- 3.1 As part of the Council's commitment to bringing empty properties back into use, this property has been evaluated using the priority scoring matrix (Appendix 1). It scores highly due to the fact that the property has been empty for over 10 years and is currently in a very poor state of repair; the Council has also received a series of complaints in regards to this property.
- 3.2 The proposed CPO site is outlined in red on the attached plan (Appendix 2).
- 3.3 Substantial efforts have been made by the Project Manager (Empty Housing) to identify and contact the owner to encourage them to bring the property back into use since 2015, including;
- Searching land registry for the owner and the owner's contact details
  - Searching Council Tax records for the owner and the owner's contact details
  - Posting notices on site requesting the owner or any person having legal interest in the property contact the Empty Properties team
  - Searching telephone, birth, marriage and death records/databases for the owner and the owner's contact details
  - Writing to all listed persons with the same legal name as the owner to verify if they are the owner of the property
  - Further notices posted on site, including notice stating the Council's intention to go to CPO
- The Council's attempts to contact the owner have been unsuccessful, which has resulted in CPO action being recommended as the most appropriate form of action.
- 3.4 The property is a mid-terraced shop fronted property, built pre-1919 of red brick and has a pitched slate roof. The external condition is extremely poor, all doors and windows have been boarded over. The property is in need of a full refurbishment. While the property remains empty, fly tipping is constantly taking place in the rear yard.
- 3.5 It is situated on a long terrace of generally well kept homes and commercial properties; this property is having a detrimental impact on the local neighbourhood. There have been 14 complaints made to the Housing Standards Team in relation to the property, these complaints include
- The property being open to access to the public and being dangerous
  - Rubbish bags being dumped in the rear yard of the abandoned property
  - The general state of the building and it the fact it is empty.

### 4. KEY ISSUES & RISKS

- 4.1 Tackling empty properties supports the key priorities in the Council's Corporate Plan and the Empty Property Strategy.
- 4.2 There are currently around 2660 empty unfurnished properties in the Borough of which

475 have been empty for over 2 years and are being charged a Premium rate for Council Tax (as at 01.10.18). Contact has been made with all owners of long term empty properties and as a direct result of that intervention, 148 long term empty properties were brought back into use in 2017/8. However, as quickly as properties are removed from the empty property list, others are added to it.

- 4.3 Continued efforts are required to ensure that properties are empty for a minimum period of time and the Council's message that long term empty properties will not be tolerated continues to be communicated.
- 4.4 There are currently no grant funding opportunities available to support empty homes refurbishment (previous HCA initiatives ended in March 2015). Direct support and signposting is offered to help owners to bring their properties back into use. Where owners are unwilling or unable to bring their properties back into use, enforcement action is considered to be the most appropriate course of action to be taken.
- 4.5 Engagement with the owner of the property, including an attempt to acquire the property by agreement, has been exhausted and compulsory purchase action is now considered to be the only course of action left to the Council to bring the property back into use.
- 4.6 Empty properties in the borough can have negative environmental impacts on neighbourhoods in addition to being a wasted housing resource. At neighbourhood level, empty properties attract fly tipping, crime, arson and nuisance. It is a priority to tackle these problems through enforcement as part of the wider effort to improve neighbourhoods and prevent blight.
- 4.7 Bringing empty properties back into use creates extra accommodation for rent or sale and could also generate additional income for the Council via New Homes Bonus (NHB) payment.
- 4.8 Proposed CPO action for this property will be funded through the Neighbourhood Intervention Fund which is part of the Council's Housing Capital Programme. This project has a capital budget of £495,000 including an increase to budget of £23,000 for capital receipts received on the sale of properties that are recycled back into the project. The property is expected to be valued at less than £30,000 and there are currently £143,450 of uncommitted funds available within the project to support the making of individual CPO's.
- 4.9 Once acquired by CPO, the property will be offered for sale via a local estate agent to the highest bidder with preference given to buyers who intend to owner/occupy the property once renovated. A building licence will be granted to the buyer and formal sale is completed once the property has been renovated to the Council's required standard. This approach also encourages the use of local labour and local spend.
- 4.10 To date, 17 properties have been acquired using Neighbourhood Intervention Project funding. Of these, 13 have been successfully refurbished and 4 are in the process of being refurbished. A further 2 properties will be in the Council's possession within 4 weeks.

## **5. HUMAN RIGHTS IMPLICATIONS**

- 5.1 A Compulsory Purchase Order should only be made where there is a compelling case in the public interest. Members should be sure that the purposes for which it is making a CPO sufficiently consider the human rights of those with an interest in the land affected. In particular, to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights (which provides that every natural or legal person is entitled to peaceful

enjoyment of his possessions) and Article 8 of the European Convention on Human Rights (which provides every person is entitled to respect for his home and private life).

5.2 Notwithstanding the acknowledged impact that the CPO will have with regard to some aspects of the Human Rights Act 1998, the benefits identified in this report present a compelling case in the public interest for making the proposed CPO and compensation will be payable under the statutory compensation code.

5.3 The making of the proposed CPO is in the public interest because:-

- It will promote the social, environmental and economic well-being of the area and increase residents' confidence in the area.
- It will create extra accommodation for sale or rent.
- It will reduce the negative environmental impacts on the neighbourhood as empty properties attract fly-tipping, crime arson and nuisance.

## **6. POLICY IMPLICATIONS**

6.1 The Corporate Plan prioritises new house building and improvement of conditions in older housing. Bringing empty properties back into use is an alternative means of increasing supply and also improves housing conditions and is, therefore, relevant to both of the key corporate objectives.

6.2 Bringing housing back into use would increase housing supply in the borough. Properties may be occupied by owner/occupiers or be available as private rented accommodation. It would also free the local community of the problems created by properties standing empty and derelict for such a long time.

## **7. FINANCIAL IMPLICATIONS**

7.1 The funding for Orders made pursuant to section 17 of the Housing Act 1985 is available in the Neighbourhood Intervention Fund which is part of the Council's Housing Capital Programme.

7.2 Proposed CPO action for this property will be funded through the Neighbourhood Intervention Fund which is part of the Council's Housing Capital Programme. This project has a capital budget of £495,000 including an increase to budget of £23,000 for capital receipts received on the sale of properties that are recycled back into the project. The property is expected to be valued at less than £30,000 and there are currently £143,450 of uncommitted funds available within the project to support the making of individual CPO's.

7.3 Some revenue budget will be required to fund the CPO action and subsequent sale of the property. The amount required will be approximately £2,100 for the appropriate service of the required legal notices and £1,200 for the estate agent's fees. The total figure of £3,300 will be funded from within existing budgets.

7.4 Capital receipts from sale of assets funded by the Neighbourhood Intervention Fund will be recycled back into the project so that further CPO's can be undertaken as and when required

## 8. LEGAL IMPLICATIONS

- 8.1 Under the provisions of section 17 of the Housing Act 1985, the local authority may acquire houses or buildings which may be suitable as houses, together with any land occupied with the houses or buildings. The power is available even if the ownership of the property is to be transferred to someone else.
- 8.2 legal challenges to compulsory purchase are always a possibility and can lead to a Public Local Inquiry which would incur additional costs for the Council. A CPO on an unoccupied single property is likely to have a very limited number of possible statutory objectors.
- 8.3 The making of a CPO does not prevent negotiations with any person holding an interest in land affected by the CPO as these negotiations can proceed in parallel with the statutory process. Indeed, it is advised that where possible, negotiations can continue throughout the process even up to confirmation of the Order.

## 9. RESOURCE IMPLICATIONS

- 9.1 Resources needed to make the CPO and serve the relevant statutory notices will be provided by the Empty Properties Team. Some support will be required from the legal team which will increase if the CPO action results in a Public Local Inquiry.
- 9.2 Some support will be required from the property services team and Capita Symonds to carry out a valuation of the property concerned.

## 10. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

## 11. CONSULTATIONS

- 11.1 Comprehensive consultation has been undertaken to understand the impacts of empty properties on local communities. The Strategic Housing Market Assessment (SHMA) supports bringing empty properties back into use. This has also been reflected in the Council's Local Plan which treats empty properties as a valuable resource towards meeting housing need within the borough.
- 11.2 The further development of the Council's Empty Property Strategy has also consulted stakeholders and agencies prior to consideration of further tools to tackle empty properties.

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## 12. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 13. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>0.01</b>
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<b>CONTACT OFFICER:</b>	<b>Nicola Fox – Project Manager (Empty Housing)</b>
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<b>DATE:</b>	<b>8<sup>th</sup> October 2018</b>
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<b>BACKGROUND PAPER:</b>	<b>Empty Property Strategy</b>
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# Health Impact Assessment

## Screening Tool

Toolkit produced by: Public Health  
Toolkit version: 1.2  
HIA version: 1.0  
Date HIA completed: 31<sup>st</sup> January 2017



***Health is not merely the absence of disease or infirmity but a state of complete physical, mental, social and spiritual well-being.  
(modified by M. Birley (2013) from World Health Organisation's definition – 1948)***

**Title of policy, programme or project ("activity") to be assessed:**

**Compulsory Purchase of individual empty properties within Blackburn with Darwen Borough**

**What is the activity about? What is the context outlined for the activity? (e.g. policy context, history, background)**

Tackling empty properties supports the key priorities of the council's corporate plan and the Empty Property Strategy. Empty properties in the borough can have a negative environmental impact on neighbourhoods in addition to being a wasted housing resource. At neighbourhood level, empty properties attract fly-tipping, crime, arson and nuisance. It is a priority to tackle these problems by agreement or enforcement as part of the wider effort to improve neighbourhoods and preventing blight.

**Does this activity have the potential to impact on health? Explain**

*(please consult appropriate Public Health colleague if you are unsure or require further information)*

Bringing empty properties back into use through the Empty Property Strategy enables the authority to ensure the removal of category 1 and 2 hazards from properties prior to occupation as defined by the Housing Health and Safety Rating System 2004. This will have a positive impact upon health for the residents by contributing to the improvement of housing conditions in the Borough.

Re-occupation of these empty properties will also deter fly-tipping, reduce crime, arson and nuisance which contribute to the improvement of health and safety in homes and neighbourhoods.

Whilst no negative impacts have been identified for the compulsory purchase of empty properties, we will continue to complete the full HIA screening as the reasons surrounding the need for a Compulsory purchase Order (CPO) may vary between each individual property. As a result of this it would be wise to further explore this activity to ensure that all aspects have been considered.

***\*If no health impacts are identified then the screening does not need to continue, but please ensure that this has been discussed with the appropriate Public Health colleague prior to discontinuation\****

**Does this activity relate to / impact on any of the Health & Wellbeing Strategy objectives?**

- Best start for children and young people**
- Health & Work**
- Safe & healthy homes & neighbourhoods**
- Promoting health and supporting people when they are unwell**
- Older people's independence and social inclusion**

<b>Does the activity concern any of the following determinants?</b>	
Lifestyle	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Physical environment	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Social / economic environment	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Other, please specify	

<b>What are the potential positive impacts?</b>
<p>Bringing this long term empty property back into use enables the authority to ensure the removal of category 1 and 2 hazards from the property prior to re-occupation as defined by the Housing health and Safety Rating System 2004. This will have a positive impact upon health for the residents by contributing to the improvement of housing conditions in the Borough.</p> <p>Re-occupation of this empty property will also deter fly-tipping, reduce crime, arson and nuisance in the area which will contribute to the improvement of safe and healthy homes in this neighbourhood. Which in turn will offer children and younger people a much better setting to grow up in.</p>

<b>What are the potential negative impacts?</b>
No negative impacts on health have been identified in association with this activity. The activity seeks to ensure that a greater number of houses are used for their purpose.

<b>What are the assumptions/risks embedded in or underpinning the activity?</b>
No assumptions or risks have been identified with this activity.

<b>Are there any external factors which identify the nature and extent of the impacts on health for this type of proposal (e.g. research; policy changes etc.)</b>
<p>Local Government Association, action to tackle empty homes - <a href="http://www.local.gov.uk/c/document_library/get_file?uuid=5416e10f-218a-4994-811f-0e96ce93227c&amp;groupId=10180">http://www.local.gov.uk/c/document_library/get_file?uuid=5416e10f-218a-4994-811f-0e96ce93227c&amp;groupId=10180</a></p> <p>House of Commons, Empty Housing Briefing Paper - <a href="http://researchbriefings.parliament.uk/ResearchBriefing/Summary/SN03012#fullreport">http://researchbriefings.parliament.uk/ResearchBriefing/Summary/SN03012#fullreport</a></p> <p>Housing Health and Safety rating System – <a href="https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-guidance-for-landlords-and-property-related-professionals">https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-guidance-for-landlords-and-property-related-professionals</a></p>

<b>List the groups most likely to be affected by this proposal</b>
This proposal will contribute positively to the overall health and safety off all members of the community and neighbourhood affected.

<b>What are some of the potential equity issues?</b>
The re-occupation of these empty, and potentially problematic properties, will contribute to the reduction of nuisance, crime, arson and fly-tipping resulting in an overall improvement to the social and physical environment of the neighbourhood. This will be to the benefit of all residents regardless of any individual characteristics.

## CHECKLIST

Answers favouring doing an HIA	To your knowledge	Answers favouring not doing a HIA
<b>Health impacts</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Does the initiative affect health directly?	<input checked="" type="checkbox"/> No
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not sure	Does the initiative affect health indirectly?	<input type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Are there any potential serious negative health impacts that you currently know of?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Is further investigation necessary because more information is required on the potential health impacts?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No	Are the potential health impacts well known and is it straightforward to identify effective ways in which beneficial effects can be maximised and harmful effects minimised?	<input checked="" type="checkbox"/> Yes
<b>Community</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Is a large proportion of the population likely to be affected by the initiative ( <i>over 25% of the resident population</i> )?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Are there any socially excluded, vulnerable, disadvantaged groups likely to be affected?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Are there any community concerns about any potential health impacts?	<input checked="" type="checkbox"/> No
<b>Initiative</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> Maybe	Is there some reason to suspect that health issues not considered in the planning process of this initiative might become more visible by doing an HIA?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Maybe	Is the cost of the initiative high ( <i>over £100,000</i> )?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Maybe	Is the nature and extent of the disruption to the affected population likely to be major?	<input checked="" type="checkbox"/> No
<b>Organisation</b>		
<input checked="" type="checkbox"/> Yes	Is the initiative a high priority/important for the organisation/partnership?	<input type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Maybe	Are the individuals and organisations with a stake in this initiative likely to buy into the HIA process?	<input checked="" type="checkbox"/> No
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Maybe	Is there potential to change the proposal? Will there be any other similar proposals in the future?	<input type="checkbox"/> No
<b>FOR = 3</b>	<b>TOTAL</b>	<b>AGAINST = 11</b>

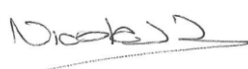
## Choosing which HIA to do


Health Impact Statement	Type of HIA	Comprehensive
<input checked="" type="checkbox"/> Yes	Is there only limited time in which to conduct the HIA?	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	Is there only limited opportunity to influence the decision?	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	Is the timeframe for the decision-making process set by external factors beyond your control?	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	Are there only very limited resources available to conduct the HIA?	<input type="checkbox"/> No


## Deciding who should do the HIA

External	Assessors	Internal
<input type="checkbox"/> No	Do personnel in the organisation or partnership have the necessary skills and expertise to conduct the HIA?	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> No	Do personnel in the organisation or partnership have the time to conduct the HIA?	<input type="checkbox"/> Yes

<b>Is an HIA appropriate?</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Why or why not?</b>		
No negative impacts to health have been identified. All impacts on health will be positive ones including the removal of category 1 and 2 hazards from houses and the reduction of fly-tipping, crime, arson and nuisance to neighbourhoods.		
<b>If yes, what type and how?</b>		
N/A		
<b>Recommendations / comments</b>		
none		

Completed by:  Date: 16<sup>th</sup> January 2017

Approved by  Date: 16<sup>th</sup> January 2017  
(Head of Service/Director):  
*This signature signifies the acceptance of the responsibility and ownership of the HIA and the resulting action plan (if applicable).*

Approved by  Date: 31/01/2017  
(Public Health):  
*This signature signifies the acceptance of the responsibility to publish the completed HIA.*

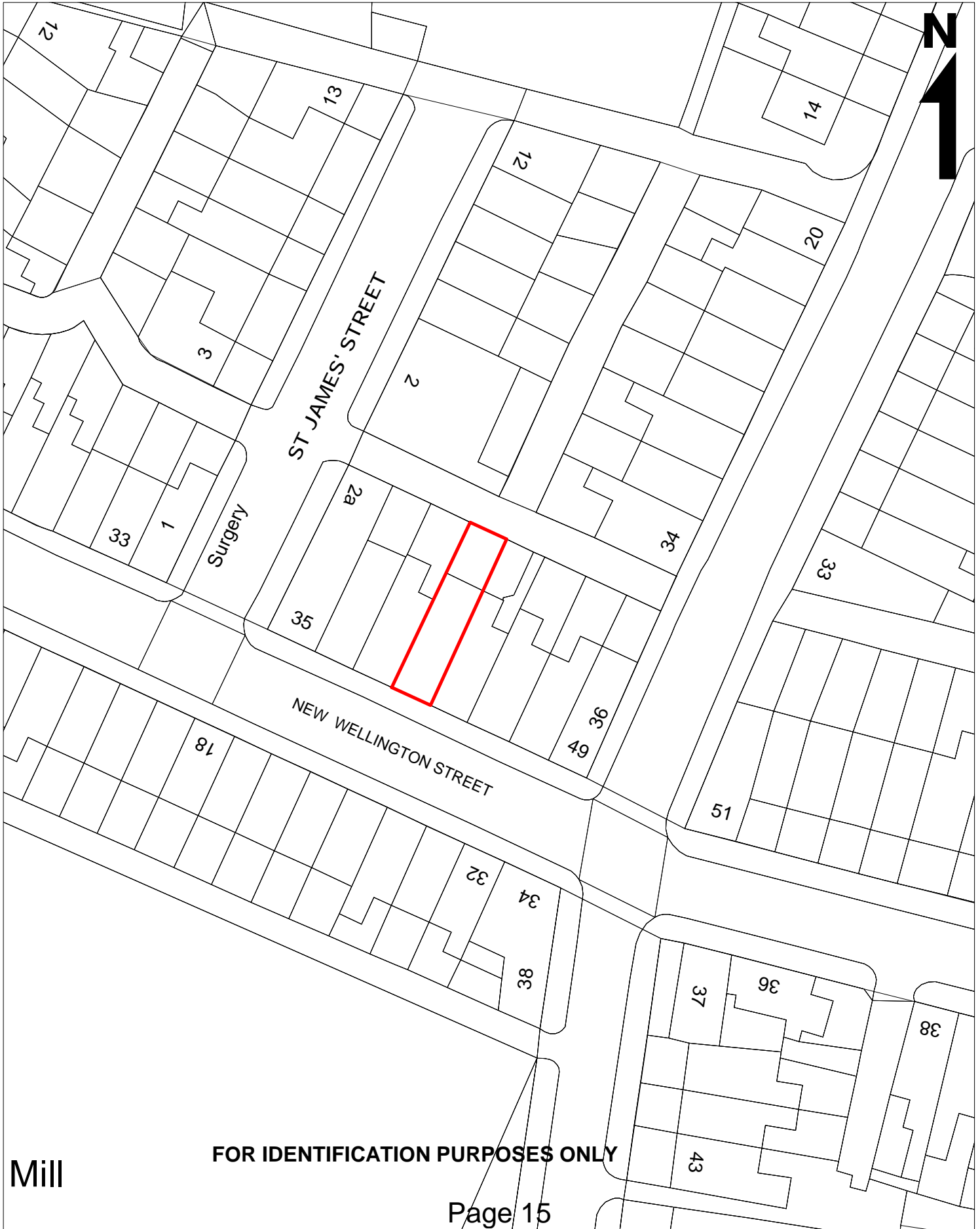
***\*Once this form has been completed and approved, this document should be saved as the Health Impact Statement for the specified activity, any actions should be monitored appropriately\****

## PRIORITY SCORING MATRIX

Maximum Points: 38 (must score 26 or over)

<b>Address: 41 New Wellington Street, Blackburn, BB2 4DY</b>		<b>Score</b>	<b>34</b>
How long has the property been Empty?	Less than 6 months		0
	6 months to 2 years		1
	2 – 5 years		2
	<b>Over 5 years</b>		<b>4</b>
Is the property in disrepair?	No		0
	Minor disrepair		1
	Serious disrepair		2
	<b>Severe disrepair</b>		<b>4</b>
Have complaints been received in Respect of this property?	No complaints		0
	Under 3 complaints		1
	5 to 9 complaints		2
	<b>10 complaints or over</b>		<b>4</b>
Is the property within an Intervention area?	<b>No</b>		<b>0</b>
	Yes		2
Is the property within an Investment area?	No		0
	<b>Yes</b>		<b>2</b>
Is the property within a selective Licensing area?	<b>No</b>		<b>0</b>
	Yes		2
Adequate evidence of attempted previous contact with owner?	No		0
	<b>Yes</b>		<b>20</b>
<b>TOTAL SCORE</b>			<b>34</b>





FOR IDENTIFICATION PURPOSES ONLY

## EQUALITY IMPACT ASSESSMENT CHECKLIST

***This checklist is to be used when you are uncertain if your activity requires an EIA or not.***

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

<b>Service area &amp; dept.</b>	Growth Team, Growth and Development.	<b>Date the activity will be implemented</b>	28/12/2018
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<b>Brief description of activity</b>	Compulsory Purchase of an Individual Residential Property at 41 New Wellington Street, Blackburn, BB2 4DY.
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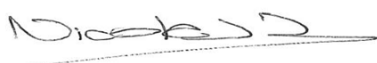
Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy - Budget changes	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	<b>Does this activity:</b> Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
<b>FOR =0</b>	<b>TOTAL</b>	<b>AGAINST =6</b>

**Will you now be completing an EIA?**

Yes

No

The EIA toolkit can be found [here](#)

<b>Assessment Lead Signature</b>	
<b>E&amp;D Lead Signature</b>	Gwen Kinloch
<b>Date</b>	08/10/2018



## EXECUTIVE MEMBER DECISION



<b>REPORT OF:</b>	Executive Member for Resources
<b>LEAD OFFICERS:</b>	Director of Finance and Customer Services
<b>DATE:</b>	30 <sup>th</sup> November 2018

<b>PORTFOLIO/S AFFECTED:</b>	Resources
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<b>WARD/S AFFECTED:</b>	All
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<b>SUBJECT: ALLOCATION OF MONIES FROM THE COUNCIL CHARITIES: COMMON GOOD TRUST, POORS LAND, HENRIETTA KENYON BEQUEST AND HARRIET HOLT.</b>
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### 1. EXECUTIVE SUMMARY

In delivering the Council's proposal to allocate the monies held in the Council's dormant charities: Common Good Trust, Poors Land, Henrietta Kenyon Bequest & Harriet Holt ("the charities")

### 2. RECOMMENDATIONS

That the Executive Member approves:

1. The transfer of funds from the Council's charities to the named recipients as set out in this report
2. To close the accounts and all business relating to the charities
3. To carry out all necessary legal formalities to remove the charities from the Charities Commission and to close all business and dealing

### 3. BACKGROUND

A report was previously presented to the Council's Executive Board in June 2018 which resolved to close the accounts of the charities and 'approved the transfer of funds to other charities identified as having the same purpose by the Director of Finance and Customer Services in consultation with the Executive Member for Resources'.

In the previous report the 'purposes' of the charities were also changed to allow the Council to efficiently transfer the monies within the Borough.

The following sums are remaining in the accounts as follows (figures at 31<sup>st</sup> March 2018):

Common Good Trust - £23,648.60  
Poors Land - £3,337.76  
Henrietta Kenyon Bequest - £16,555.30  
Harriet Holt - £7,738.70

### 4. KEY ISSUES & RISKS

The Council has since received expression of interest from various charities and organisation in the

Borough for the allocation of these funds.

Having considered all the information submitted, the Council considers that the following applicants are the appropriate recipients of the funds as follows:

Common Good Trust – As at 31<sup>st</sup> March 2018 the balance held is £23,648.60 comprising of £14,700 invested internally with the Council (i.e. held on the Council's balance sheet) and £8,948.60 in two separate bank accounts held in the Trust's name. Once the bank accounts are closed the total funds are to be divided equally between: The Wish Centre (Charity no 1116444), Foodbank (charity no 1151310) and Nightsafe (charity no 1002057) for the monies to be applied for the benefit of the inhabitants of the borough

Poors Land - As at 31<sup>st</sup> March 2018 the balance held is £3,337.76 of which £1,304.66 is invested in stock and £2,033.10 in a bank account held in the charity's name. Once the bank account is closed and the investments are realised, the resulting funds are to be transferred to the Nightsafe (charity no 1002057) for the monies to be spent to support homelessness and the poor of the borough

Henrietta Kenyon Bequest – As at 31<sup>st</sup> March 2018 the balance held is £16,555.30 comprising £8,657.88 invested internally with the Council (i.e. held on the Council's balance sheet) and £7,897.42 is invested in COIF shares. Once the investments are realised, the total funds are to be transferred as follows, for monies to be spent for the benefit of older people in the borough:

60% to Age UK (charity no 1143809)

40% to East Lancashire Hospital NHS Trust (charity no 1050478)

Harriet Holt – As at 31<sup>st</sup> March 2018 the balance held on the Council's balance sheet is £7,738.70. These monies are to be transferred to Blackburn and District Blind Society (charity no 519938) to be applied for the benefit of blind people in the Borough.

## **5. POLICY IMPLICATIONS**

The Council supports a range of services in the local community and transferring money from a dormant charity account to support local services reflects the Council's objectives of improving health and wellbeing of all persons in our community.

## **6. FINANCIAL IMPLICATIONS**

There are no direct financial costs to the proposals to transfer money from a dormant account to a local charity as set out in the report, other than internal officer time and resources.

## **7. LEGAL IMPLICATIONS**

Registered charities are encouraged by the Charities Commission to dispose of dormant funds to suitable recipients who will use the funds for the same purpose. The Council will therefore require that the monies are utilised for the current purpose of this charity, as set out in this report.

After the charity is wound up, the Council must arrange for its accounting books and records (including cash books, invoices and receipts) to be kept for at least six years after the year they were made. The former charity trustees remain responsible for the decisions they made while they were in office.

The charity will be closed in accordance with all legal requirements and in consultation with the Charities Commission.

## 8. RESOURCE IMPLICATIONS

The legal processes required will be funded from within existing resources and once completed the transfer will result in a small resources utilisation saving within the Financial Services Team which is factored into the current restructuring programme.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

The Council has previously consulted with the Charities Commission.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>2</b>
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<b>CONTACT OFFICER:</b>	<b>Louise Mattinson</b>
-------------------------	-------------------------

<b>DATE:</b>	6 <sup>th</sup> December 2018
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<b>BACKGROUND PAPER:</b>	None
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## EQUALITY IMPACT ASSESSMENT CHECKLIST

***This checklist is to be used when you are uncertain if your activity requires an EIA or not.***

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

<b>Service area &amp; dept.</b>	Finance	<b>Date the activity will be implemented</b>	17/12/2018
---------------------------------	---------	--	------------

<b>Brief description of activity</b>	<b>SUBJECT: ALLOCATION OF MONIES FROM THE COUNCIL CHARITIES: COMMON GOOD TRUST, POORS LAND, HENRIETTA KENYON BEQUEST AND HARRIET HOLT.</b>
--------------------------------------	--

<b>Answers favouring doing an EIA</b>	<b>Checklist question</b>	<b>Answers favouring not doing an EIA</b>
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	- Budget changes	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	<b>Does this activity:</b> Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
<b>FOR =</b>	<b>TOTAL</b>	<b>AGAINST = 6</b>

**Will you now be completing an EIA?**

Yes

No

The EIA toolkit can be found [here](#)

<b>Assessment Lead Signature</b>	
<b>Checked by departmental E&amp;D Lead</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No      Nafisha Master
<b>Date</b>	07/12/2018

## EXECUTIVE MEMBER DECISION



**REPORT OF:** Executive Member for Regeneration

**LEAD OFFICERS:** Deputy Chief Executive

**DATE:** 19<sup>TH</sup> OCTOBER 2018

**PORTFOLIO/S AFFECTED:** Regeneration

**WARD/S AFFECTED:** Little Harwood and Whitebirk

**SUBJECT:** Proposal of Traffic Regulation Order – No Waiting At Any Time - Davies Road Blackburn

### 1. EXECUTIVE SUMMARY

To inform the Executive Member for Regeneration of the proposal to introduce a Traffic Regulation Order as detailed below and seek approval to make it:-

**Proposed No Waiting At Any Time..... Davies Road, Blackburn**

### 2. RECOMMENDATIONS

That the Executive Member:

Authorise the Director of HR, Legal & Governance to advertise the proposed Traffic Regulation Order as per the attached schedule and make the order should no objections be made.

### 3. BACKGROUND

A complaint has been received from the owner of a piece of land on Davies Road via their agent about the obstruction of access by parked vehicles belonging to staff from nearby businesses. It is proposed to introduce no waiting at any time on one side of Davies Road to prevent parked vehicles from restricting access. The cost of making and advertising this TRO will be funded by the land owner.

### 4. KEY ISSUES & RISKS

No risks arising from this proposal have been identified. The proposal is of benefit to the social and economic well being of the Borough.

### 5. POLICY IMPLICATIONS

The proposal to make and revoke Traffic Regulation Orders requires delegated approval from the Executive Member for Regeneration and Chief Officer. Traffic Regulation Orders are required to be published in the local press and on site to comply with the Road Traffic Regulations Act 1984. Directly affected properties are consulted in line with current procedure.

## 6. FINANCIAL IMPLICATIONS

The cost of making and advertising this Traffic Regulation Order will be approximately £2000 and will be funded from the land owner of the piece of land on Davies Road .

## 7. LEGAL IMPLICATIONS

The necessary legal powers to implement this scheme are within the Road Traffic Regulations Act 1984. The advertising of the proposals will provide the public the opportunity to comment/object which will be considered appropriately by officers. Any unresolved objections will be reported to a meeting of the Planning and Highways Committee and then brought back for a decision by the Executive Member.

## 8. RESOURCE IMPLICATIONS

None

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

Members of the public will be given the opportunity to object to or comment on the proposal following statutory advertising on site and in the local newspaper.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	Tammy Rehman
-------------------------	--------------

<b>DATE:</b>	
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**BACKGROUND  
PAPER:**

Appendix 1 - schedule

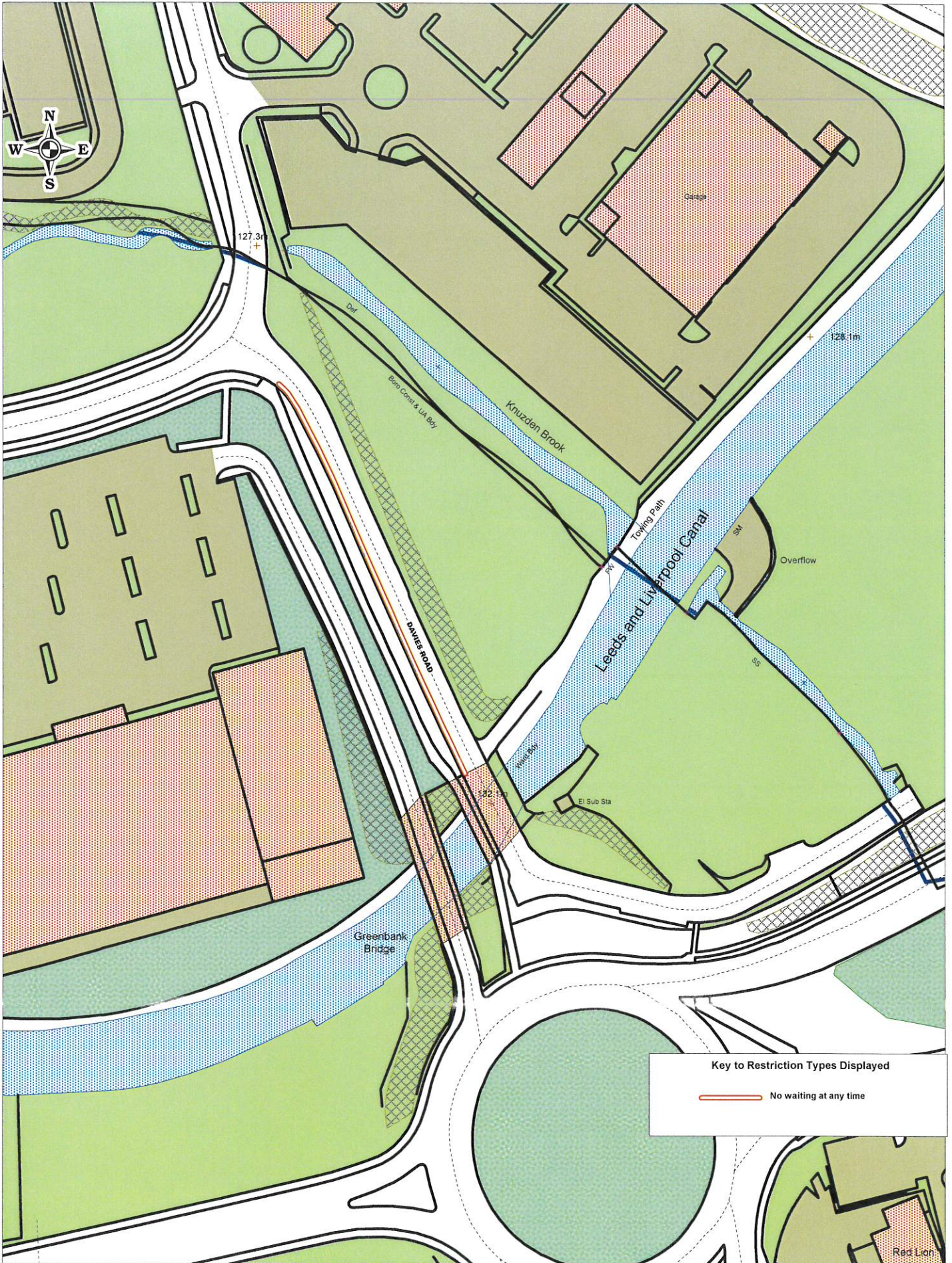
Appendix 2 - plan

SCHEDULE

**NO WAITING AT ANY TIME**

<b>Street</b>	<b>Side</b>	<b>Location</b>
DAVIES ROAD BLACKBURN,	west	From a point 17 metres south east of the centre line of Blakewater Road For a distance of 108 metres in a south easterly direction





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Proposed no waiting at any time  
Davies Road, Blackburn

Page 25

SCALE	1 : 1250
DATE	18/09/2018
DRAWING No.	
DRAWN BY	
CHECKED BY	

## EQUALITY IMPACT ASSESSMENT CHECKLIST

***This checklist is to be used when you are uncertain if your activity requires an EIA or not.***

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

<b>Service area &amp; dept.</b>	Traffic	<b>Date the activity will be implemented</b>	Click here to enter a date.
<b>Brief description of activity</b>	Proposed Traffic Regulation Order – No Waiting At Any Time - Davies Road Blackburn		


Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Budget changes - Change to existing Council policy/strategy	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	<b>Does this activity:</b> Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
<b>FOR =0</b>	<b>TOTAL</b>	<b>AGAINST =6</b>

**Will you now be completing an EIA?**

The EIA toolkit can be found [here](#)

Yes

No

<b>Assessment Lead Signature</b>	
<b>E&amp;D Lead Signature</b>	D.J. Andrews
<b>Date</b>	22/10/18

## EXECUTIVE MEMBER DECISION



**REPORT OF:** Executive Member for Regeneration

**LEAD OFFICERS:** Deputy Chief Executive

**DATE:** 15<sup>TH</sup> NOVEMBER 2018

**PORTFOLIO/S AFFECTED:** Regeneration

**WARD/S AFFECTED:** Livesey with Pleasington and Ewood

**SUBJECT:– Gib Lane, Blackburn – Objections to the proposal to install raised speed tables**

### 1. EXECUTIVE SUMMARY

To advise the Executive Member for Regeneration of the receipt of six letters of objection to the proposal to install raised speed tables on Gib Lane, Blackburn

### 2. RECOMMENDATIONS

That the Executive Member:

supports the officer recommendations that:-

- the objections are overruled.
- the scheme is implemented as designed.
- the objectors are informed of the decision.

### 3. BACKGROUND

Following planning approval for several residential developments, all of which are to be accessed off Gib Lane, a planning condition to implement a road safety scheme along Gib Lane was attached. The consultation carried out at the planning stage included details of the proposed road safety scheme which incorporated raised speed tables at road junctions along Gib Lane.

Subsequently a Section 278 Agreement was entered into by the developers whereby the council, acting as Highway Authority, carry out the engineering design and implementation of the scheme.

Approval to advertise this proposal was given in May 2018 and this was advertised on 14th June 2018.

Six letters of objection to the proposals were received, four from residents of Gib Lane and two from residents of Risedale Grove.

- 3.1 The road humps will cause problems in winter for vehicles trying to climb the hill and an alternative form of traffic calming needs to be provided.
- 3.2 The site notices placed on lamp posts do not have plans attached.

- 3.3 There is an unnamed road included on the notice which only has approval for a cycleway and footpath.
- 3.4 The proposal to have 8 platforms will be a major inconvenience for residents of Gib Lane.
- 3.5 Road humps cause damage to resident's cars as well as being a health concern to those who have neck or back injuries.
- 3.6 Request that the council give serious consultation to the proposed traffic calming measures and that if the notion is not to be rebuked, then alternative, safer and more sensible plans be put in place.
- 3.7 There is no justification for calming at the entrances to those new dwellings which will exit onto Gib Lane, they are no different to all other houses on Gib Lane who do not have any calming.
- 3.8 I definitely do not want any traffic calming near or in front of 36 Gib Lane.

The response to each of these objections is as follows:

- 3.1 There are other steep roads within the borough which have traffic calming without causing problems for vehicles in the winter. In addition, Gib Lane is on a gritting route and as such is treated when adverse weather is forecast.
- 3.2 There is no requirement to post plans on site. The notice contains details of the position of each raised speed table.
- 3.3 This is a planning issue.
- 3.4 The 'humps' proposed are in fact raised speed tables along the road and at junctions with side roads. Whilst these are designed to reduce the speed of vehicles along Gib Lane they should not cause any major inconvenience to users.
- 3.5 Any road hump or raised speed table need to be 'uncomfortable' to achieve the necessary traffic calming. The level of discomfort is greatly reduced if they are traversed at a sufficiently slow speed and hence if used correctly, i.e. at low speeds, there should be no damage to vehicles or their occupants.
- 3.6 Other traffic calming measures were considered but raised speed tables were considered to be the best/appropriate solution in this instance.
- 3.7 Raised speed tables are proposed along the length of Gib Lane and not only at road junctions. There are junction tables proposed at both new and existing road junctions on Gib Lane.
- 3.8 The spacing of the raised speed tables together with the position of road junctions means that there is a proposed table at the side road adjacent to No 36 Gib Lane

Officers consider that the majority of the objections are those normally raised against any proposed traffic calming containing raised tables or road humps rather than specific objections to the scheme.

Objections 3.7 and 3.8 are those which could be considered to be specific to the scheme. These relate to the positioning of the raised tables along the street, at road junctions and close to one property in particular. Objection 3.7 questions the need for calming at the entrances to the new developments as they are no different to the entrances to existing residential

The intention of the scheme is to calm the increased traffic on Gib Lane. This is being achieved with the introduction of raised speed tables along the road some of which coincide with junctions, both existing and new. Regarding Objection 3.8, No 36 Gib Lane is close to both a new and an existing road junction at a location where a speed table is required. Not wanting a raised table outside or near to your property is not a valid reason for objection.

For the above reasons, officers recommend that the objections are overruled and that the scheme is implemented as designed.

#### **4. KEY ISSUES & RISKS**

No risks arising from this proposal have been identified. The proposal is of benefit to the social and economic well being of the Borough.

#### **5. POLICY IMPLICATIONS**

The proposal requires delegated approval from the Executive Member for Regeneration and Chief Officer.

#### **6. FINANCIAL IMPLICATIONS**

The cost of making and advertising these raised speed tables will be approximately £40,000 and will be funded from section 278 monies.

#### **7. LEGAL IMPLICATIONS**

The necessary legal powers to implement this scheme are within sections 90A the Highways Act 1980 as amended. The advertising of the proposals provided the public with the opportunity to comment or object. Objections have been considered appropriately by officers and objections that were not agreed are the subject of this report for a decision by the Executive Member.

Road speed tables are required to be advertised in the local press and on site to comply with The Highways (Road Humps) Regulations 1999, and also to be consulted with the any district Council, police, fire brigade and other statutory consultees.

The works are to be carried out pursuant to an agreement with the developer under section 278 Highways Act 1980, for the benefit to the public. .

#### **8. RESOURCE IMPLICATIONS**

None

#### **9. EQUALITY AND HEALTH IMPLICATIONS**

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

#### 10. CONSULTATIONS

Members of the public will be given the opportunity to object to or comment on the proposal following statutory advertising on site and in the local newspaper.

#### 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

#### 12. DECLARATION OF INTEREST

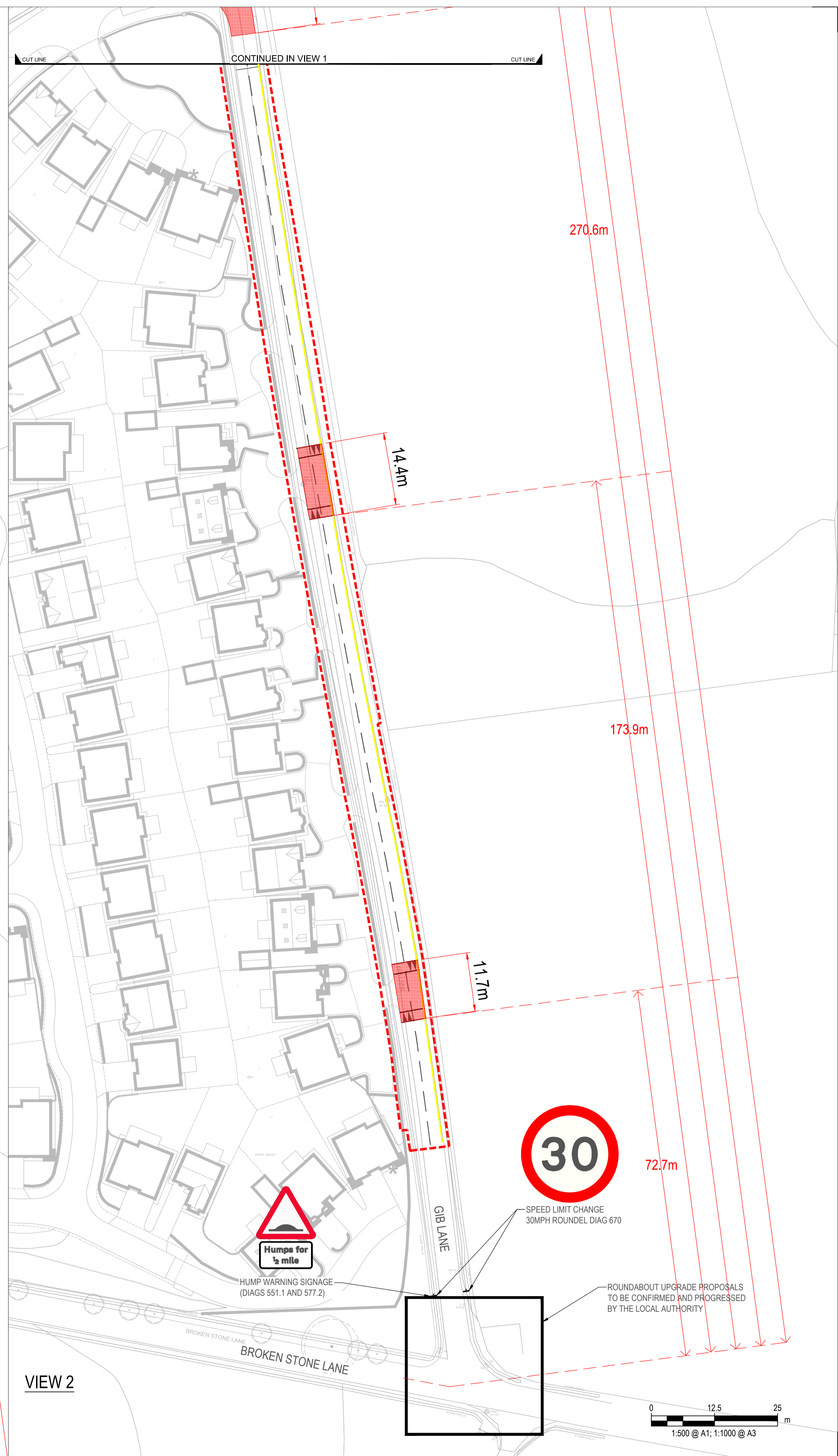
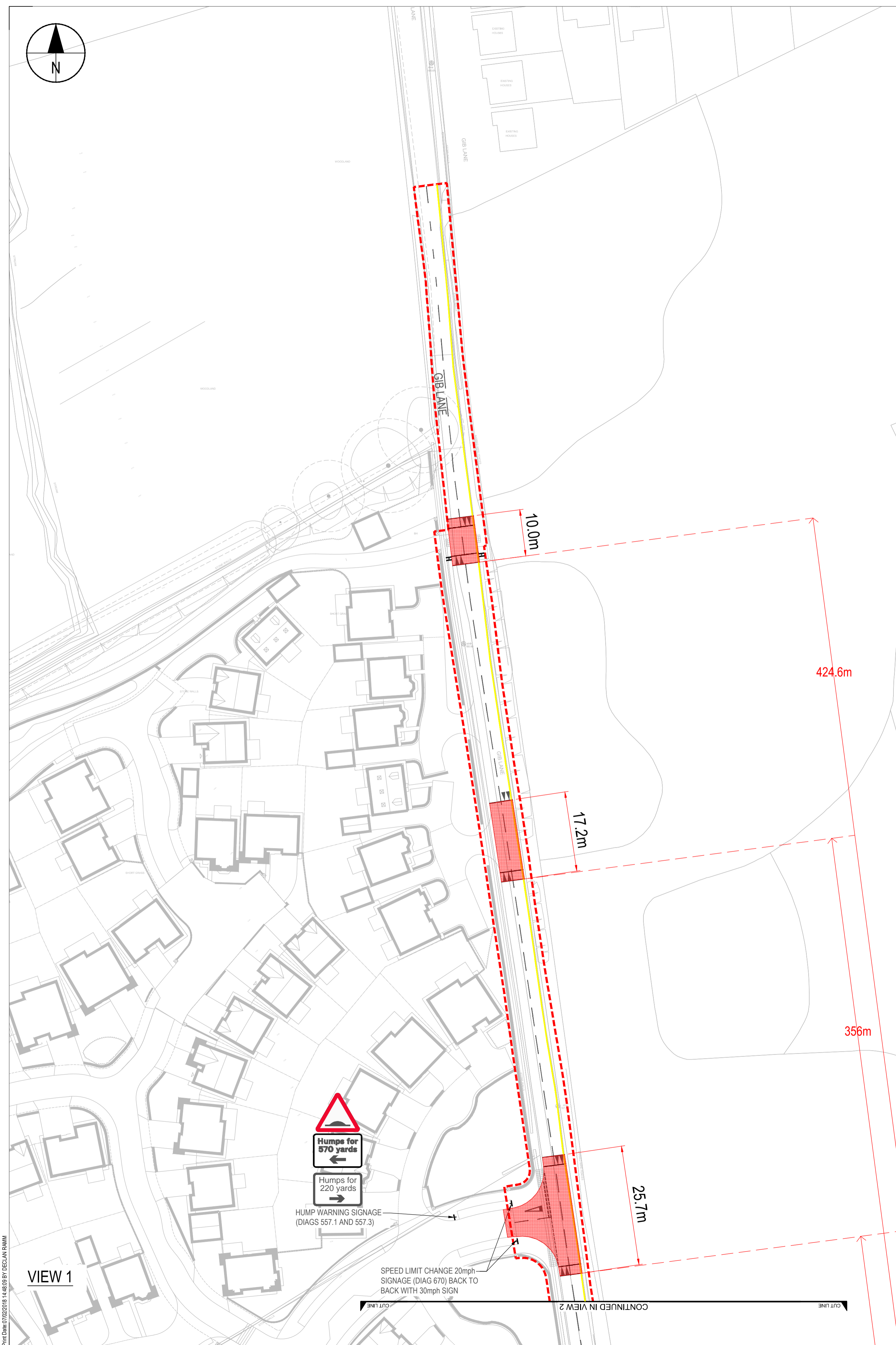
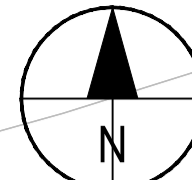
All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	Tammy Rehman
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<b>DATE:</b>	15 <sup>TH</sup> November 2018
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<b>BACKGROUND PAPER:</b>	Appendix 1 Plan Appendix 2 Plan Appendix 3 Schedule
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- NOTES:
1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DRAWINGS, ANY DISCREPANCIES, ERRORS OR OMISSIONS TO BE BROUGHT TO THE ATTENTION OF CAPITA.
  2. ALL DIMENSIONS TO BE CHECKED BEFORE COMMENCEMENT OF WORK ON SITE.
  3. ALL DIMENSIONS IN METRES UNLESS OTHERWISE STATED.
  4. ALL WORKS TO BE IN ACCORDANCE WITH THE SPECIFICATION FOR HIGHWAYS WORKS (SHW).
  5. ALL CARRIAGEWAY MARKINGS AND ROAD STUDS SHOWN IN THIS DRAWING ARE FOR PRESENTATION ONLY AND SHALL BE INSTALLED IN ACCORDANCE WITH SPECIFICATIONS STATED WITHIN THE 1200 SERIES APPENDIX.
  6. A MINIMUM 2 YEAR FUNCTIONAL LIFE OF CARRIAGEWAY MARKINGS TO BE ASSUMED, UNLESS OTHERWISE STATED WITHIN THE SPECIFICATION AND APPENDIX 1200.
  7. THE SETTINGS OUT OF CARRIAGEWAY MARKINGS ARE TO BE AGREED ON SITE PRIOR TO INSTALLATION.
  8. FOR DIMENSIONS OF ROAD MARKINGS REFER TO THE ROAD MARKING SCHEDULE.
  9. FOR ALL TRAFFIC SIGNS AND ROAD MARKINGS DIAGRAM NUMBERS REFER TO THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS 2016 (TSRGD).
  10. EDGE OF CARRIAGEWAY MARKINGS TO BE 75mm FROM THE EDGE OF CARRIAGEWAY TO EDGE OF MARKING AND PARALLEL TO THE KERB FACE. WHERE REQUIRED 150mm LONG DRAINAGE GAPS SHALL BE PROVIDED AT 36m INTERVALS.

KEY:

-- SITE BOUNDARY

**DRAFT**

Rev	DR	DW	CHK	APP	DESCRIPTION	DATE
P01	DR	DV	APN		ISSUED FOR INFORMATION	7.Feb.17

Purpose of Issue  
**ISSUED FOR INFORMATION**

Classification  
**COMMERCIAL IN CONFIDENCE**

Client  
**BwDBC AND STORY HOMES**

Project  
**GIB LANE SECTION 278 WORKS**

Drawing

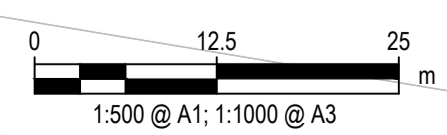
**SPEED TABLES  
DISTANCE FROM  
BROKENSTONE ROAD**

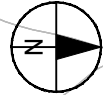
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1:500	DR	DV	APN

Project No.	Date
CS094425	07-02-2018

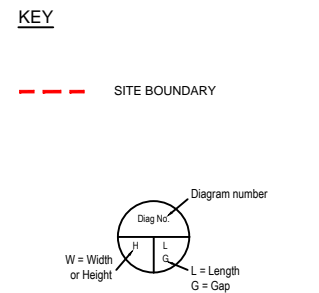
Drawing Identifier	BSI192 Compliant
Project - Originator - Zone - Level - File Type - Role - Number GLS278-CAP-HGN-00-SK-C-0001	revision P01

**CAPITA**  
Real Estate & Infrastructure  
CastleWay House, 17 Preston New Road, Blackburn, BB2 1AU  
01254 273000  
www.capitaproperty.co.uk  
Capita Property and Infrastructure Ltd.





- NOTES:-**
1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DRAWINGS. ANY DISCREPANCIES, ERRORS OR OMISSIONS ARE TO BE BROUGHT TO THE ATTENTION OF PROJECT MANAGER.
  2. ALL DIMENSIONS TO BE CHECKED BEFORE COMMENCEMENT OF WORKS ON SITE.
  3. ALL DIMENSIONS IN METRES UNLESS OTHERWISE STATED.
  4. ALL SETTING OUT TO BE AGREED WITH THE PROJECT SUPERVISOR.



HUMPS SIGN TO 557-1 WITH TEMPORARY SIGN TO 557-3 LOCATED AT 45m FROM HAZARD WITH A 10% TOLERANCE IF NOT POSSIBLE

002	DR	AJP	APN	CONSTRUCTION	FEB 18
001	DR	AJP	APN	CONSTRUCTION	SEPT 17
001	DR	AJP	APN	INFORMATION	MAY 17
Rev	Drawn	Checked	Appr	Description	Date

Purpose of Issue  
**CONSTRUCTION**

Classification

Client  
**BLACKBURN WITH DARWEN B.C  
TOWN HALL  
BLACKBURN BB1 7DY**

Project  
**GIB LANE, BLACKBURN  
TRAFFIC CALMING MEASURES**

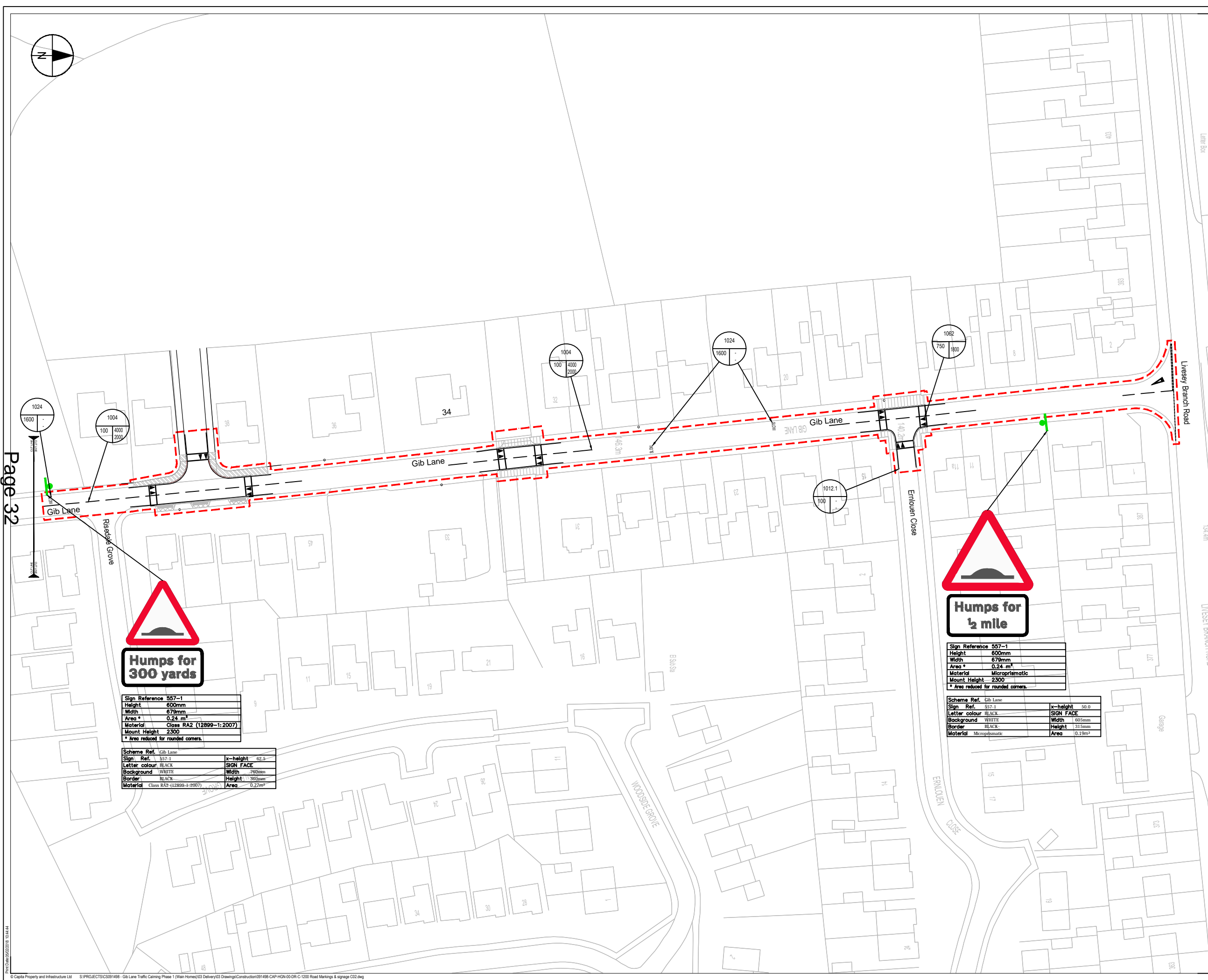
Drawing  
**ROAD MARKINGS & SIGNAGE**

Scale @ A1	Drawn	Checked	Approved
1:1000	DR	AJP	APN
Project No.	Date		
CS091498	MAY 17		

Drawing Identifier  
Project - Originator - Asset - Location - File Type - Role - Number  
091498-CAP-HGN-00-DR-C-1200

BS1192 Compliant  
revision  
C02

**CAPITA**  
Highways & Infrastructure  
CapitaWay House, 17 Preston New Road, Blackburn, BB2 1AU  
01254 273000  
www.capitaproperty.co.uk  
Capita Property and Infrastructure Ltd.



**Humps for  
300 yards**

Sign Reference	557-1
Height	600mm
Width	679mm
Area *	0.24 m <sup>2</sup>
Material	Class RA2 (12899-1:2007)
Mount Height	2300
* Area reduced for rounded corners.	

Scheme Ref.	Gib Lane	x-height	62.5
Sign Ref.	557-1	Sign Face	
Letter colour	BLACK	Width	790mm
Background	WHITE	Height	1360mm
Border	BLACK	Area	0.27m <sup>2</sup>
Material	Class RA2 (12899-1:2007)		



**Humps for  
1/2 mile**

Sign Reference	557-1
Height	600mm
Width	679mm
Area *	0.24 m <sup>2</sup>
Material	Microprismatic
Mount Height	2300
* Area reduced for rounded corners.	

Scheme Ref.	Gib Lane	x-height	50.0
Sign Ref.	557-1	Sign Face	
Letter colour	BLACK	Width	605mm
Background	WHITE	Height	315mm
Border	BLACK	Area	0.19m <sup>2</sup>
Material	Microprismatic		



## EQUALITY IMPACT ASSESSMENT CHECKLIST

***This checklist is to be used when you are uncertain if your activity requires an EIA or not.***

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

<b>Service area &amp; dept.</b>	Traffic	<b>Date the activity will be implemented</b>	13/03/2018
<b>Brief description of activity</b>	Gib Lane, Blackburn – Objections to the proposal to install raised speed tables		


Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	<b>Does this activity:</b> Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
<b>FOR =0</b>	<b>TOTAL</b>	<b>AGAINST =6</b>

**Will you now be completing an EIA?**

Yes

No

The EIA toolkit can be found [here](#)

<b>Assessment Lead Signature</b>	
<b>E&amp;D Lead Signature</b>	Gwen Kinloch
<b>Date</b>	16/02/2018

## EXECUTIVE MEMBER DECISION



**REPORT OF:** Executive Member for Resources

**LEAD OFFICERS:** Deputy Chief Executive

**DATE:** 23/10/2018

**PORTFOLIO/S AFFECTED:** Resources

**WARD/S AFFECTED:** Shear Brow and Corporation Park

**SUBJECT:** 35 Northgate, Town Centre Heritage scheme

### 1. EXECUTIVE SUMMARY

The report seeks approval to carry out remedial works supplementary to townscape heritage work. These works include roofing, gable wall and enabling work repairs to ensure the building is water tight and restored to a lettable condition.

### 2. RECOMMENDATIONS

That the Executive Member:  
Approves the remedial works for 35 Northgate and the associated costs.

### 3. BACKGROUND

35 Northgate was a former bar/restaurant, situated opposite to the King Georges Hall and at the gateway from the current town centre to the proposed Blakey Moor Town Centre Heritage Scheme. The building had been poorly maintained, in an unlettable state and unoccupied for a long period before it was acquired by the Council. The building was acquired due to its prime location and was seen as key to the overall scheme. The townscape heritage funding has been granted to restore some of the building's original features but does not include the cost for making the building water tight.

### 4. KEY ISSUES & RISKS

As the building has adjoining properties, Party Wall agreements are currently being sought by the Council's Building Consultancy team.

The building has been vacant for some time, and as a result of this has fallen into disrepair. Therefore, urgent works need to be carried out, and as such, scaffolding along two elevations of the building need to be erected to enable the works. To avoid erection/dismantle costs, the scaffolding will be left in situ until the works have been completed.

If the works are not carried out, the building may further fall into disrepair, resulting in a higher cost for remediation, as well as leaving the Council with an unusable, unlettable and unmarketable asset.

## 5. POLICY IMPLICATIONS

None

## 6. FINANCIAL IMPLICATIONS

The below is supplementary to townscape heritage work and funding.

The cost of the roofing, gable wall and enabling work are to be funded from the Corporate Property Investment Fund.

Remedial works (Inc. contingencies) = £49,238.75

Scaffolding costs = £47,761.25

Specialist surveys = £2984.61

Design, Project management & CDM fees = £10,000

Total estimated costs = £109,984.61

## 7. LEGAL IMPLICATIONS

The remedial work scheme has been tendered and procured in compliance with the Council's Standing Orders, utilising the Chest Procurement system.

## 8. RESOURCE IMPLICATIONS

The remedial work scheme has been designed, procured and will be project managed by the Building Consultancy team.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

## 10. CONSULTATIONS

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to the advice from the Monitoring Officer. The Section 151 Officer has confirmed that these works do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>2</b>
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<b>CONTACT OFFICER:</b>	<b>Rob Addison</b>
<b>DATE:</b>	23/10/2018
<b>BACKGROUND PAPER:</b>	

## EQUALITY IMPACT ASSESSMENT CHECKLIST

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The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

<b>Service area &amp; dept.</b>	Property – Growth & Development	<b>Date the activity will be implemented</b>	29/10/2018
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<b>Brief description of activity</b>	35 Northgate, Town Centre Heritage scheme
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Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	<b>Does this activity:</b> Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
<b>FOR = 0</b>	<b>TOTAL</b>	<b>AGAINST = 6</b>

**Will you now be completing an EIA?**

Yes

No

The EIA toolkit can be found [here](#)

<b>Assessment Lead Signature</b>	Rob Addison
<b>Checked by departmental E&amp;D Lead</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Date</b>	23/10/2018