

Public Document Pack

Executive Board

Thursday, 11 June 2020

Time: 6.00 pm

Virtual Meeting, see link below:

[Join Here](#)

AGENDA

Information may be provided by each Executive Member relating to their area of responsibility

1. **Welcome and Apologies**
2. **Minutes of the Previous Meeting**
Minutes - March 2020 **4 - 14**
3. **Declarations of Interest**
DECLARATIONS OF INTEREST FORM **15**
4. **Equality Implications**
The Chair will ask Members to confirm that they have considered and understood any Equality Impact Assessments associated with reports on this agenda ahead of making any decisions.
5. **Public Forum**
To receive written questions or statements submitted by members of the public no later than 4pm on the day prior to the meeting.
6. **Questions by Non-Executive Members**
To receive written questions submitted by Non-Executive Members no later than 4pm on the day prior to the meeting.
7. **Youth MPs Update**
To receive an update from the Youth MPs along with any issues they would like to raise.
8. **Executive Member Reports**
Verbal updates may be given by each Executive Member.

Leader

Adult Services and Prevention

Children, Young People and Education

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Environmental Services

Public Health and Wellbeing

Digital and Customer Services

Growth and Development

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**PART 2 – THE PRESS AND PUBLIC MAY BE EXCLUDED DURING
CONSIDERATION OF THE FOLLOWING ITEMS**

11.1	Disposal of Land off Ellison Way, Darwen	
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Date Published: Wednesday, 03 June 2020
Denise Park, Chief Executive

EXECUTIVE BOARD Thursday, 12th March, 2020

PRESENT

COUNCILLOR:

Councillor Maureen Bateson MBE
Councillor Mustafa Desai
Councillor Mohammed Khan OBE
Councillor Quesir Mahmood
Councillor Vicky Ellen McGurk
Councillor Phil Riley
Councillor Jim Smith

PORTFOLIO:

Children, Young People and Education
Adult Services and Prevention
Leader of the Council
Digital and Customer Services
Finance and Governance
Growth and Prosperity
Environmental Services

EXECUTIVE MEMBER:

Councillor John Slater

NON-PORTFOLIO:

Leader of the Conservative Group

ALL IN ATTENDANCE:

Zara Hayat
Khalid Omar
Muhammad Bapu

Youth MP
Deputy Youth MP
Deputy Youth MP

	Item	Action
1	<p><u>Welcome and Apologies</u></p> <p>The Leader of the Council, Councillor Mohammed Khan, welcomed all to the meeting. Apologies had been received from Councillor Damian Talbot. The Leader referred to the current situation relating to Covid-19 and outlined the steps the Council had taken to date to deal with the ongoing serious situation.</p>	
2	<p><u>Minutes of the Previous Meeting</u></p> <p>The Minutes of the Meeting held on 13th February 2020 were agreed as a correct record.</p>	Agreed
3	<p><u>Declarations of Interest</u></p> <p>There were no Declarations of Interest submitted.</p>	
4	<p><u>Equality Implications</u></p> <p>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.</p>	Confirmed
5	<p><u>Public Forum</u></p> <p>No questions had been received from members of the public.</p>	
6	<p><u>Questions by Non-Executive Members</u></p> <p>No questions had been received from Non-Executive Members.</p>	

	Item	Action
7	<p><u>Youth MPs Update</u></p> <p>The Youth MPs updated the Executive Board on recent activities and events they had attended and on the progress of their key themes. Councillor Maureen Bateson outlined the ways the Youth MPs could assist and get involved, including fundraising for Kaleidoscope and a visit to Appletrees, which had recently been rated as 'Beyond Outstanding' following a recent inspection.</p>	Noted
8.1	<p><u>Establishment of a Joint Health and Overview Scrutiny Committee</u></p> <p>The Executive Board were informed of the requirement to establish a Joint Health Overview and Scrutiny Committee of the upper tier local authorities; Blackburn with Darwen Borough Council, Lancashire County Council, Cumbria County Council and Blackpool Borough Council as required under the National Health Service Act 2006 (as amended by the Health and Social Care Act 2012) to consider and respond to consultations relating to "substantial reconfiguration" proposals for health services affecting more than one of the local authority areas.</p> <p>The Draft terms of reference for the proposed Joint Health Scrutiny Committee had been drawn up for consideration and were attached at appendix 1. These were being presented to each of the constituent bodies who would make up the Joint Committee.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the report and the requirement to appoint a mandatory joint committee for responding to consultations relating to "substantial reconfiguration" proposals for health services affecting more than one local authority area. 2. Recommends to Council to: <ol style="list-style-type: none"> i) agree to the establishment of the joint committee and nominate [3] members of the Council to it, as referred to in the report; ii) not to delegate to the joint committee and retain the power to allow the Council to make its own referrals to the Secretary of State, and request that the Terms of Reference be amended accordingly. 	<p>Noted</p> <p>Approved</p>
8.2	<p><u>Update on RIPA Activity, Procedural Guide and Desktop RIPA Inspection</u></p>	

	Item	Action
	<p>Members received an update report on, RIPA activity/applications RIPA training delivered to officers, the outcome of a recent desktop inspection undertaken by the Investigatory Powers Commissioner's Office ['IPCO'] and current plans to amend / update the RIPA procedural guide</p> <p>Since the last full RIPA inspection, the Council had continued to regularly, review and monitor any RIPA related activity undertaken by the authority. This included training and review of the Procedural Guide for updates as required.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>Note that:</p> <p>2.1 There have been no RIPA applications since the last full inspection in June 2016.</p> <p>2.2 The training delivered to officers as detailed in the body of this report.</p> <p>2.3 The outcome of the IPCO desktop inspection.</p> <p>Approve that:</p> <p>2.4 That the actions required from the observations within the inspection outcome letter should be implemented.</p> <p>2.5 That when completed, the draft updated RIPA Procedural Guide should be reported to the Policy and Corporate Resources Overview and Scrutiny Committee for comments prior to Executive Board approval.</p>	<p>Noted</p> <p>Approved</p>
<p>8.3</p>	<p><u>LTP 3 2020/21 Detailed Programme</u></p> <p>To seek the Executive Board's approval for the detailed Local Transport Plan 3 (LTP3) programme for financial year 2020/21. The LTP 3 Strategy covering the period 2011 – 2021 was originally approved by the Council Forum on 28th April 2011.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1) Approves the Local Transport Plan 3 detailed programme for 2020/21; 2) Delegates authority to the Director of Growth and Development, in consultation with the Executive Member for 	<p>Approved</p> <p>Approved</p>

	Item	Action
8.4	<p data-bbox="432 136 1206 208">Growth and Development, to amend, seek and accept tenders subject to adequate budget provision.</p> <p data-bbox="336 282 804 315"><u>Fishmoor Drive Land Disposal</u></p> <p data-bbox="336 356 1286 537">A report was submitted, advising that the Fishmoor Drive area was part of the South East Blackburn Housing Zone (designation granted by Homes England) and was seen as an important growth area that could yield a large number of new homes to meet the Council's needs and aspiration.</p> <p data-bbox="336 575 1276 721">During 2018 the Council granted an exclusivity period to Together Housing and their joint venture partner Countryside Homes (the JV) to develop proposals for building new homes of mixed tenure and type on four housing sites in the Fishmoor Drive area.</p> <p data-bbox="336 759 1276 904">The JV had now provided scheme proposals for three of the sites in the area, presented a land offer for the two Council owned sites and prepared a programme of development subject to approvals from the respective boards.</p> <p data-bbox="336 943 536 976">RESOLVED -</p> <p data-bbox="336 1014 708 1048">That the Executive Board:</p> <p data-bbox="336 1086 1244 1198">2.1 Notes the development proposals prepared by the Together Housing Association and Countryside Properties Joint Venture (JV)</p> <p data-bbox="336 1236 1286 1308">2.2 Notes the financial offer outlined in the Part 2 report for the two Council owned sites at Fishmoor Drive and Roman Road</p> <p data-bbox="336 1346 1286 1458">2.3 Grants approval to appoint Together Housing and Countryside Homes as preferred developer to initiate the planning and subsequent development programme</p> <p data-bbox="336 1496 1206 1568">2.4 Authorise Council officers to negotiate Heads of Terms to finalise the terms of the disposal</p> <p data-bbox="336 1606 1286 1821">2.5 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Director of Growth and Development and Growth Programme Director in consultation with the Executive Members for Resources and Finance and Governance, Growth and Development to approve the final heads of terms.</p> <p data-bbox="336 1859 1190 1930">2.6 Authorises the Director of HR, Legal and Governance to complete the necessary legal formalities.</p>	<p data-bbox="1358 1086 1437 1120">Noted</p> <p data-bbox="1345 1236 1437 1270">Noted</p> <p data-bbox="1345 1346 1497 1379">Approved</p> <p data-bbox="1334 1496 1489 1529">Approved</p> <p data-bbox="1334 1606 1489 1639">Approved</p> <p data-bbox="1334 1859 1489 1892">Approved</p>
8.5	<p data-bbox="336 1973 820 2007"><u>Treasury Management Strategy</u></p> <p data-bbox="336 2045 1286 2157">The Executive Board received a report which advised that the Council was required to approve a Treasury Management Strategy before the start of each financial year. It must also set Treasury</p>	

	Item	Action
9.1	<p>and Prudential Indicators and a policy for determining a “prudent” level of Minimum Revenue Provision for repayment of debt, which is consistent with the Council’s Medium Term Financial Strategy (MTFS).</p> <p>RESOLVED –</p> <p>It is recommended that the Executive Board:</p> <p>2.1 Approves the proposed Treasury Management Strategy for 2020/21, detailed in Appendix 1, including the proposed Treasury Management Indicators.</p> <p><u>Sale of Minority Shareholding in BSF Project Companies</u></p> <p>As part of the Building Schools for the Future Programme (“BSF”) the Council became a minority shareholder in two project companies. The Council has received an offer from the majority shareholder, Amber Infrastructure, to purchase the Council shares.</p> <p>As part of the BSF Programme, three new schools were procured through two PFI (Private Finance Initiative) Contracts. The schools were delivered in two phases and both achieved Financial Close in 2010: Phase 1 – Pleckgate High School. Phase 2 - Witton Park High School and Blackburn Central High School with Crosshill.</p> <p>On the 21st September 2009, Balfour Beatty Education was appointed as the Council’s selected partner to form the Blackburn with Darwen and Bolton Local Education Partnership to deliver the BSF investment programme across the Borough.</p> <p>On the 12th July 2016 the Local Education Partnership (LEP) formally notified the Council of Balfour Beatty’s Investment’s decision to sell its shares in the PFI Project Companies and the LEP; the shareholding was then subsequently sold to Amber Fund Management.</p> <p>Amber Infrastructure had now made an offer to buy both Council’s shares in the two PFI Project Companies.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the consequences of selling the shares outlined in this report; 2. Approves the sale of the shares to Amber Infrastructure. <p><u>Disposal of Council land at Lomond Gardens, Blackburn, Site Appropriation and Disposal of Open Space</u></p> <p>Members were advised of the outcome of the Informal tender for</p>	<p>Approved</p> <p>Noted</p> <p>Approved</p>
	<p style="text-align: center;">Page 8</p>	

	Item	Action
	<p>the Council owned land at Lomond Gardens, Blackburn and approval was requested to dispose of the site for housing development to the recommended preferred bidder.</p> <p>The appropriation was for the purpose of enabling the construction of up to 35 new family homes. The land at Lomond Gardens was previously used as an all-weather pitch for St Bede's RC High school.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>2.1 Approves the appointment of Bidder A as preferred bidder.</p> <p>2.2 Approves the appointment of Bidder B as reserve bidder.</p> <p>2.3 Grants permission for Council officers to negotiate Heads of Terms to finalise the terms of the disposal.</p> <p>2.4 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Growth Programme Director and Director of Finance and Customer Services in consultation with the Executive Member for Finance and Governance and Executive Member for Growth and Development to approve the final heads of terms.</p> <p>2.5 Authorises the Director of HR, Legal and Governance to complete the necessary legal formalities.</p> <p>2.6 Delegates authority to agree a contribution from the purchase price to St Bede's RC High School's Capital programme to the Growth Programme Director in consultation with the Executive Member for Finance and Governance and Executive Member for Growth and Development.</p> <p>2.7 Authorise the Director of Growth and Development to appropriate the land at Lomond Gardens shown edged red on plan attached Appendix A from the Education and Environment portfolios to Growth & Development in accordance with section s.122 of the Local Government Act 1972 and subsequent use of the Council's powers under s.203 – 206 of the Housing and Planning Act 2016 to override any third party rights and easements on the land.</p> <p>2.8 Authorise the Director of HR, Legal and Governance to advertise the proposal to appropriate in accordance with the statutory process under Section 122 of the Local Government Act 1972</p> <p>2.9 Authorise the Director of HR, Legal and Governance to advertise the proposal to dispose of 'open space' in accordance with the statutory process under Section 123(2A) of the Local Government Act 1972</p>	<p></p> <p></p> <p></p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p>

	Item	Action
	<p>2.10 Note that in authorising the commencement of the appropriation process of the Lomond gardens site, the Council has considered the provisions of the Equalities Act 2010 and the Human Rights Act 1998 as set out in this report.</p> <p>2.11 Authorise the Director of Growth and Development for the consideration of any objections to both the appropriation proposal and 'open space' disposal.</p> <p>2.12 If the appropriation is approved, authorise the negotiation and payment of any compensation claims potentially emerging from the appropriation.</p>	<p>Approved</p> <p>Approved</p>
<p>9.3</p>	<p><u>Education Capital Growth Scheme</u></p> <p>The Council was seeking to expand the provision of early years and primary school places to meet demographic pressures and to accommodate anticipated pupil growth and demand from the development of new homes.</p> <p>New housing was primarily concentrated into 4 key growth zones with sites now delivering housing and more programmed to commence over the coming years. The anticipated housing yield for each of the areas was as below.</p> <ul style="list-style-type: none"> o North Blackburn –900 new homes o West Blackburn –2400 new hones o Darwen East –1000 new homes o South East Blackburn –1200 new homes <p>As part of the Local Plan, the Council was required to consider the impact of housing growth on the demand for school places, and where required the Council was expected to create new school places to meet this demand. For education, Section 106 contributions could be requested from developers to support with providing new school places where they are needed as a result of new development.</p> <p>The report detailed the proposed increased number of school places and proposed locations, as outlined in the recommendations below.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <p>Approves:</p> <ol style="list-style-type: none"> 1. An increase in the pupil capacity at Lammack Community Primary School from 490 to 630 to meet the anticipated demand in pupil growth from the planned housing developments in North Blackburn. 2. An increase in the primary school pupil capacity in Darwen in principle to meet the anticipated demand in pupil growth from 	<p>Approved</p> <p>Approved</p>

	Item	Action
	<p>the planned housing developments in Darwen, subject to final sign off of the s106 funding agreements and the outcome of ongoing consultations with diocesan bodies and relevant schools to confirm the most appropriate school site.</p> <p>3. The proposal to co-locate Longshaw Nursery School with Longshaw Infant School, increasing the numbers of children that the nursery can accommodate to meet the anticipated demand in pupil growth from the planned housing developments in Blackburn South, with the final funding package to be confirmed as referenced in the report.</p>	Approved
	AT THIS STAGE OF THE PROCEEDINGS THE PRESS AND PUBLIC WERE EXCLUDED FROM THE MEETING	
11.1	<p><u>Fishmoor Drive Land Disposal</u></p> <p>Further to the report submitted at Agenda Item 8.4, an additional report was submitted containing commercially sensitive information.</p> <p>RESOLVED – That the Executive Board:</p> <p>2.1 Notes the development proposals prepared by the Together Housing Association and Countryside Properties Joint Venture (JV)</p> <p>2.2 Notes the financial offer outlined in the Part 2 report for the two Council owned sites at Fishmoor Drive and Roman Road</p> <p>2.3 Grants approval to appoint Together Housing and Countryside Homes as preferred developer to initiate the planning and subsequent development programme</p> <p>2.4 Authorise Council officers to negotiate Heads of Terms to finalise the terms of the disposal</p> <p>2.5 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Director of Growth and Development and Growth Programme Director in consultation with the Executive Members for Resources and Finance and Governance, Growth and Development to approve the final heads of terms.</p> <p>2.6 Authorises the Director of HR, Legal and Governance to complete the necessary legal formalities.</p>	<p>Noted</p> <p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Approved</p>
11.2	<p><u>Disposal of Council land at Lomond Gardens, Blackburn, Site Appropriation and Disposal of Open Space</u></p> <p>Further to the report submitted at Agenda Item 9.2, an additional report was submitted containing commercially sensitive</p>	

	Item	Action
	<p>information.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <p>2.1 Approves the appointment of Bidder A as preferred bidder.</p> <p>2.4 Approves the appointment of Bidder B as reserve bidder.</p> <p>2.5 Grants permission for Council officers to negotiate Heads of Terms to finalise the terms of the disposal.</p> <p>2.4 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Growth Programme Director and Director of Finance and Customer Services in consultation with the Executive Member for Finance and Governance and Executive Member for Growth and Development to approve the final heads of terms.</p> <p>2.5 Authorises the Director of HR, Legal and Governance to complete the necessary legal formalities.</p> <p>2.6 Delegates authority to agree a contribution from the purchase price to St Bede's RC High School's Capital programme to the Growth Programme Director in consultation with the Executive Member for Finance and Governance and Executive Member for Growth and Development.</p> <p>2.7 Authorise the Director of Growth and Development to appropriate the land at Lomond Gardens shown edged red on plan attached Appendix A from the Education and Environment portfolios to Growth & Development in accordance with section s.122 of the Local Government Act 1972 and subsequent use of the Council's powers under s.203 – 206 of the Housing and Planning Act 2016 to override any third party rights and easements on the land.</p> <p>2.8 Authorise the Director of HR, Legal and Governance to advertise the proposal to appropriate in accordance with the statutory process under Section 122 of the Local Government Act 1972</p> <p>2.9 Authorise the Director of HR, Legal and Governance to advertise the proposal to dispose of 'open space' in accordance with the statutory process under Section 123(2A) of the Local Government Act 1972</p> <p>2.10 Note that in authorising the commencement of the appropriation process of the Lomond gardens site, the Council has considered the provisions of the Equalities Act 2010 and the Human Rights Act 1998 as set out in this report.</p> <p>2.11 Authorise the Director of Growth and Development for the consideration of any objections to both the appropriation proposal</p>	<p></p> <p></p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p>

	Item	Action
	and 'open space' disposal.	
	2.12 If the appropriation is approved, authorise the negotiation and payment of any compensation claims potentially emerging from the appropriation.	Approved
11.3	<p><u>LTP 3 2020/21 Detailed Programme</u></p> <p>Further to the report submitted at Agenda Item 8.3, an additional report was submitted containing commercially sensitive information.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>1). Approves the Local Transport Plan 3 detailed programme for 2020/21;</p> <p>2). Delegates authority to the Director of Growth and Development, in consultation with the Executive Member for Growth and Development, to amend, seek and accept tenders subject to adequate budget provision.</p>	<p style="text-align: center;">Approved</p> <p style="text-align: center;">Approved</p>
11.4	<p><u>Sale of Minority Shareholding in BSF Project Companies</u></p> <p>Further to the report submitted at Agenda Item 9.1, an additional report was submitted containing commercially sensitive information.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <p>1. Notes the consequences of selling the shares outlined in this report;</p> <p>2. Approves the sale of the shares to Amber Infrastructure.</p> <p style="text-align: center;">Signed at a meeting of the Board on Thursday, 9 April 2020</p> <p style="text-align: center;">(being the ensuing meeting on the Board)</p> <p style="text-align: center;">Chair of the meeting at which the Minutes were confirmed</p>	<p style="text-align: center;">Noted</p> <p style="text-align: center;">Approved</p>

	Item	Action
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DECLARATIONS OF INTEREST IN ITEMS ON THIS AGENDA

Members attending a Council, Committee, Board or other meeting with a personal interest in a matter on the Agenda must disclose the existence and nature of the interest and, if it is a Disclosable Pecuniary Interest or an Other Interest under paragraph 16.1 of the Code of Conduct, should leave the meeting during discussion and voting on the item.

Members declaring an interest(s) should complete this form and hand it to the Democratic Services Officer at the commencement of the meeting and declare such an interest at the appropriate point on the agenda.

MEETING: EXECUTIVE BOARD

DATE: 11th June 2020

AGENDA ITEM NO.:

DESCRIPTION (BRIEF):

NATURE OF INTEREST:

DISCLOSABLE PECUNIARY/OTHER (delete as appropriate)

SIGNED :

PRINT NAME:

(Paragraphs 8 to 17 of the Code of Conduct for Members of the Council refer)

EXECUTIVE BOARD DECISION



REPORT OF: Executive Member for Children, Young People and Education

LEAD OFFICERS: Director of Children's Services & Education

DATE: Thursday, 11 June 2020

PORTFOLIO(S) AFFECTED: Children, Young People and Education

WARD/S AFFECTED: (All Wards);

KEY DECISION: Y

SUBJECT:

Q3 Fostering Report Oct-Dec 2019 with Appendix 1 paper.

1. EXECUTIVE SUMMARY

This Report provides information on the management and performance of the Local Authority's Fostering Service and is revised each Quarter.

2. RECOMMENDATIONS

That the Executive Board notes the Quarter 3 Fostering Service Report which is available on the Council's website along with supporting paper, Appendix 1.

3. BACKGROUND

The Fostering Service Regulations 2011 and the National Minimum Standards for Fostering Services requires that the Council Executive:

- a) Receive written reports on the management, outcomes and financial state of the Fostering Service every 3 months;
- b) Monitor the management and outcomes of the services in order to satisfy themselves that the service is effective and is achieving good outcomes for children;
- c) Satisfy themselves that the provider is complying with the conditions of registration.

The Report has been written to address the areas identified above. It will be taken into account by OFSTED when inspecting the Service.

The Report is for the third Quarter of 2019 covering the period from 1st October to 31st December 2019, and provides a comprehensive overview of the Service.

4. KEY ISSUES & RISKS

The Appendix 1 paper provides a comprehensive overview of the Fostering Service, issues and risks with recommendations for Service development. The key areas are as follows:

- Quarter 3 has seen a reduction in the number of children in our care, in comparison to the previous periods as outlined in the table below. There has been an increase in the number of children placed with family and friends carers, and decrease in the number of Independent Fostering Agency (IFA) placements.

- The number of males in our care remains the highest gender group, with a consistent pattern each Quarter of the 11-15 age group being the most significant and more challenging in terms of sufficiency to identify long-term placements. This age group 11-15 years is the most prominent in terms of being in Local Authority foster placements however, with the 3-6 year old age group predominantly placed with family and friends carers. There remains in Quarter 3 a higher proportion of children in the birth to 2 year age group placed in our care.

- The White British ethnic group, at 80% have a significantly higher number of children in our care as opposed to 12% from the Asian population. There are 7 children with disabilities in our care in Quarter 3, with no placement requests for this cohort of children in Quarter 2 or 3 which is positive and demonstrates the supportive Child in Need packages in place to prevent family breakdown.

- Reasons for placement instability includes the disruption of placements for teenagers displaying challenging behaviours and missing from home episodes, and an influx of larger sibling groups. It remains the case that babies and under 2's are placed in parent and Child Assessment Unit's and in foster placements for example for the duration of care proceedings, before settling into their permanent placement and this can impact upon figures.

-The regional 'You Can Foster' recruitment campaign has been live since September 2016 and has helped generate enquiries via the You Can Foster website. During this Quarter, the Service was informed that the 'You Can Foster' service would end in 2020 for all Local Authorities who have currently signed up to this contract. The 'front door' service of accepting enquiries and being the initial point of contact for five North West Authorities, will cease in March 2020.

- The requests for commissioned placements in Quarter 3 has seen some reduction from October to December 2019. The service continues to be as creative as possible and offering short breaks to maintain existing placements and prevent disruption where this is achievable. The number of requests for parent and Child Assessment Unit placements, which saw an increase in Quarter 2, has decreased this Quarter. There is an evident peak in children and young people placed at home on Care Orders or Supervision Orders.

5. POLICY IMPLICATIONS

No policy implications identified.

6. FINANCIAL IMPLICATIONS

Any increase in demand within the Fostering Service has the potential to have a significant impact on the financial position of the portfolio, due to the costs of externally commissioned placements. As a result, both the fostering and commissioned placements budgets are closely monitored throughout the year.

7. LEGAL IMPLICATIONS

This report is required to meet statutory requirements as set out in the 'National Minimum Standards for Fostering.'

8. RESOURCE IMPLICATIONS

None identified.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

None required.

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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	Pamela Price, Ailsa Smith, , pamela.price@blackburn.gov.uk, ailsa.smith@blackburn.gov.uk
DATE:	11/05/20
BACKGROUND PAPER:	Appendix 1 paper to be considered alongside this report.

Fostering Quarter 3 Report

1st October to 31st December 2019

Executive Report



Quarterly reports to the Executive Board are a requirement of the Fostering Service to meet Standard 25.7 of the National Minimum Standards for Fostering Services. They are a key part of the documentation considered by OFSTED when conducting a Service inspection.

Introduction

Blackburn with Darwen Borough Council's Fostering Service aims to ensure that:

- The best foster carers are recruited for our children;
- All placements receive high quality support, effectively targeted according to need;
- Children are found permanent families without delay;
- Children and young people in foster care achieve the best possible outcomes.

Children in our Care in Foster Care

Quarter 3 has seen a reduction in the number of children in our care, in comparison to the previous periods as outlined in the table below. There has been an increase in the number of children placed with family and friends carers, and decrease in the number of Independent Fostering Agency (IFA) placements.

Comparison of Figures

	Q1 June 2019	Q2 Sept 2019	Q3 Dec 2019
Number of Children in our Care	408	403	399
Number of CioC in Foster Care	264 (64.7%)	269 (66.7%)	261 (65.4%)
Number of children in in-house foster care placements	148 (36%)	143 (35.4%)	131 (32.8%)
Number of children in family and friends foster care	50 (12%)	58 (14.3%)	67 (16.8%)
Number of children in independent fostering agency placements	66 (16.2%)	68 (16.8%)	63 (15.8%)

The remodel of the Multi-Agency Safeguarding Hub in Quarter 3, commenced as the Children's Advice and Duty Service (CADS). The objective of this remodel is to reduce the number of referrals and assessments into the service, with advice provide by skilled and experienced Social Workers and multi-agency professionals.

The number of males in our care remains the highest gender group, with a consistent pattern each Quarter of the 11-15 years age group being the most significant and more challenging in terms of sufficiency to identify long-term placements. This age group 11-15 years is the most prominent in terms of being in Local Authority foster placements with the 3-6 year old age group predominantly placed with family and friends carers. There remains in Quarter 3 a higher proportion of children in the birth to 2 year age group placed in our care as the table below demonstrates.

Age breakdown CIOC Foster Care	
0-2	49
3-6	48
7-10	46
11-15	89
16+	29

The White British ethnic group, at 80% have a significantly higher number of children in our care as opposed to 12% from the Asian population.

There are 7 children with disabilities in our care in Quarter 3, with no placement requests for this cohort of children in Quarter 2 or 3 which is positive and demonstrates the supportive Child in Need packages in place to prevent family breakdown.

Placement Stability

The Department uses a definition of placement stability based on 3 or more placements in a 12 month period that is calculated on a cumulative basis over the year. The average for England is measured against the figures for 2013/14 when it was 10.7%; the comparable authority percentage for the same year was 10.1%. Since August 2017, placement stability has been deteriorating. This is not an issue specific to the Fostering Service but reflects instability for all types of placements and is an issue for Local Authorities overall. The table below demonstrates the steady increase in placement instability to date, at 11.5% at the end of Quarter 3.

Performance Over time	2016/17	2017/18	2018/19	Performance to Date
% Stability of LAC placements	6.4%	8.8%	11.4%	11.5%

Reasons for placement instability includes the disruption of placements for teenagers displaying challenging behaviours and missing from home episodes, and an influx of larger sibling groups. It remains the case that babies and under 2s are placed in parent and child assessment units and in foster placements for example for the duration of care proceedings, before settling into their permanent placement and this can impact upon the above figures.

Disruption meetings are held for any long term matched foster placement that breaks down, and learning taken from the findings. Teenagers are another high percentage group who have three or more placements, consistently due to behavioural needs and challenges for foster carers to manage in the longer term. Changes in educational placement also impact significantly upon placement stability. It can be challenging for the young person to emotionally invest in further foster placements when the first has disrupted. This is when the Service refers to REVIVE where consultations and assessments take place to support this group of young people and their carers.

There is a focus on establishing a support package for teenagers at the point of a new placement commencing, to try to reduce the likelihood of disruption.

Matching and Ethnicity

There have been two non-culturally matched placements in this Quarter, both of which have been successful and the Service has supported the foster carers where needed at an increased level. Two Nigerian, female siblings were placed with white, British foster carers and this was a very positive placement for a short period until they returned home to their parents.

There has also been a white, British female placed with Asian foster carers and again, this has been positive with support provided from the Service around her cultural needs.

Engagement with Children & Young People and the VOICE Group

Children in our care and care leavers continue to attend the Children & Young People Scrutiny Committee and Corporate Parenting Specialist Advisory Group, when appropriate. The Corporate Parenting Board also included a care leaver who was part of discussions about service delivery and new proposals. The Participation Officer held an event to re-launch the VOICE group, and the group will now commence on 6th February 2020.

The views of children and young people are gathered via:

- Participation in the recruitment of staff/interview process
- Support Groups for Children/Events
- Foster Carer Annual Review Feedback
- Feedback from Social Workers/Supervising Social Workers
- The Investors in Children process
- Comments fed back to the Fostering Support Officer
- Looked after Child Review meetings and consultation

Feedback from Children in Foster Care:

Children and young people, and foster carers, have made the following comments over Quarter 3:

‘K is like a Mum to me’

‘I enjoy going to visit friends and doing fun things at the weekend’

‘I would like to visit my friends more often’

‘I have had a number of Social Workers over the past year’

Birth Children and Birth Parents told us:

‘B has been really welcoming and I am grateful for the care my children received’

‘We go to snooker together at the weekend’

‘She talks to me about her worries’

‘My child has had a lot of different social workers’

Promoting Children’s Health, Emotional Development, Education and Leisure:

Foster families are provided with pre and post-approval preparation training on the importance and availability of health, education and leisure services to enable them to help children achieve their potential and enhance their emotional wellbeing.

Looked After Children and young people are encouraged to participate in a variety of activities in which they can succeed and are supported in achieving better outcomes. All local Looked After Children and care leavers are provided with a Be Active card, which enables them to access free sport and leisure

activities within the Borough. Foster carers are provided with a MAX Card, which offers heavily discounted access to a range of leisure parks and facilities around the North West. This is funded by the Fostering Service in partnership with the Foster Carer Association.

Children in foster care have regular medicals at the statutory frequency appropriate for their age. There is a Designated Nurse for Looked After Children, who takes an active role in following up health issues and assisting with health promotion work. Foster carers have a Health Passport for each child in their care, which is a record of all of the child's health details.

There are 7 Looked After Children in foster care, who are registered as having a disability. Foster carers are provided with the relevant training and support to meet the specific needs of the child in placement and they are able to access support from the Children with Disabilities Team with aids and adaptations, Disability Links registration and information and advice where needed.

In relation to emotional wellbeing, Looked After Children have access to Clinical Psychology and related services through REVIVE and the East Lancashire Child and Adolescent Service (ELCAS) also known as Children and Adolescent Mental Health Service (CAMHS). The REVIVE Service is a partnership between Blackburn with Darwen Borough Council's Children's Services and East Lancashire Hospital Trust to provide emotional health support for children known to the Local Authority and is based at Duke Street. REVIVE delivers consultation to Foster Carers, training and direct intervention on emotional health and well-being. There were 49 referrals received in Quarter 3, all of which were offered an initial consultation. In total, 31 of those referrals were children and young people subject to a Care Order, and 3 were subject to a Special Guardianship Order. There were 9 children referred from the Children in Our Care team, 2 from Fostering, and 2 from Adoption. The remainder came from Assessment and Safeguarding teams. The Clinical Psychologist from Revive will leave the service in Quarter 4, and therefore recruitment to this post has commenced. A review of Revive will take place to ensure that children and young people in our care and those on the edge of care, continue to receive prompt therapeutic support to prevent placement breakdown and to support foster carers with strategies.

As well as mandatory First Aid training, foster carers also receive training on a variety of health-related issues including 'Infectious Diseases in Childhood' and 'Managing Medicine.' Phase 1 of a 'Healthy Homes' training package for carers has been developed.

In line with Standard 8 of the National Minimum Standards for Fostering Services, the Department implements a written education policy prepared in partnership with the Virtual Head Teacher and the Education Manager for Children in Our Care. The Virtual Head's role is to ensure that the educational needs of all Children in our Care are being met and that levels of achievement and aspiration among our children and young people are raised. Termly briefings are held with a group of social workers, managers and Designated Teachers and Head Teachers to consider ways to improve achievement and attainment.

The Pupil Premium allowance, previously paid to schools to support Children in our Care to achieve in school, is managed by the Virtual Head who has a system in place to administer and ensure the money is spent appropriately to enhance educational achievements. The Virtual Head quality assures all Personal Education Plans (PEPs).

The Education Manager, where necessary, actively intervenes with Schools to promote the needs of children in Foster Care. As part of the preparation and assessment process and through the Foster Carer Agreement, Foster Carers are set a clear expectation that they will promote and support children's educational attainment. The ways in which Foster Carers meet children's educational needs

are monitored through the foster carer review process and supervisory visits. Foster Carers regularly receive training around 'Promoting Educational Achievement for Children in Our Care'.

Letterbox Club is available for all children in our care from Reception to Year 6 to encourage reading at home. Books and games are sent out on a monthly basis which are age appropriate. Feedback has been very encouraging from the children who have stated that they enjoy receiving their parcels and carers have stated that they are encouraging the children to read.

Transitions

Children and young people in foster care are supported to make a positive transition to adult life and Foster Carers attend training on 'Transitions' which focuses on their role in developing young people's skills to live independently, as they progress towards adulthood. The Children in Our Care Team and the Fostering Service also encourage carers and young people to consider 'Staying Put' and the Leaving Care Service also delivers courses for Foster Carers to develop their understanding of this. The training has been positively evaluated by carers and most indicate a willingness to work with 'Staying Put'. The Leaving Care Service attends Reviews to discuss Staying Put with foster carers for young people aged 17 years.

The Leaving Care Service has the Investing in Children Award, and the Service was rated as 'Good' by Ofsted from the last 2017 inspection. The Service is also working hard to encourage and support care leavers into apprenticeships, of which there were three young people this Quarter. The Leaving Care Service has achieved Staying Put placements this Quarter, and also continues to offer supported lodgings and supported accommodation which increases choice for young people leaving foster care and residential placements in favour of semi-independence. The Nightsafe at St Silas project was completed in Quarter 3 and Local Authority referrals are now managed by the Leaving Care Team. There has already been a positive and swift take up of beds at St Silas for young people aged 16 years plus, in a homely environment with support on site for the young people. Participation levels continue to be good with young people being involved in interviewing and various training programmes.

The Leaving Care Service has eight advisors. Three advisors are working with the 16 to 18 year old age group resolving issues with accommodation, education, training and employment and Staying Put. Five advisors are providing advice and guidance to the 21 to 25 year old age group, and in addition, all advisors have a caseload of at least twenty 18 to 21 year olds for whom they provide general support.

Children and young people with disabilities who are in our care are also referred at 17 years of age to Adult Social Care for an assessment of need prior to turning 18 years, and there is a period of twelve months for planning to be undertaken around post 18 years provision.

Care Planning

The Care Planning and Fostering (Miscellaneous Amendments) (England) Regulations 2015 provide a revised definition of 'permanence' for Children Looked After, including for the first time the definition of a long term foster placement. The responsibilities of the Local Authority in assessing the ability of the foster carer to meet the needs of the child now and in the future, and identifying any support services needed to achieve this are also set out. Local Authorities are required to achieve long term matching within reasonable timescales. The Regulations introduce new duties for ceasing to look after a child.

The Fostering Service

The Fostering Service is structured into three teams, including the Permanence Team, which launched on 1st July 2018. The Team completes all assessments of family members/connected persons from Child Protection to Public Law Outline pre-proceedings, and Care Proceedings, as highlighted in the Ofsted Action Plan. There are four full time Social Workers and one working four days per week. The Special Guardianship Social Worker is part time and continues to experience capacity issues due to the increasing number of Special Guardianship applications.

There are currently 39 family and friends foster carers approved, with 2 approvals during this Quarter.

There are two mainstream Fostering Teams in the Service, who focus upon family finding, assessment and supervision of Foster Carers, alongside recruitment. There are 88 mainstream foster carers approved to provide placements for children in our care and 12 for short breaks.

Three members of the Team have reduced their hours permanently which has resulted in a full time position being recruited to and the successful candidate will commence in post in Quarter 4 due to the period of notice in her current post. One supervising social worker has returned from maternity leave, and there are two agency social workers in post until the end of January 2020.

Fostering Support Officer Roles:

There are two Fostering Support Officers undertaking very different roles.

One Fostering Support Worker remains located within the REVIVE Service to enable a more cohesive approach to supporting children, young people and foster carers, and to achieve improvements in placement stability rates. Fostering Support will continue to develop the Saturday Club for younger children in foster care. The venue of this Club moved to Earcroft Children's Centre during the last Quarter and has been a popular choice.

Another Fostering Support Officer provides direct practical and emotional support to our Family and Friends Foster Carers, while also supporting our Fostering Panel process. The Fostering Support role is invaluable to the Service and is hugely beneficial for those foster carers who have complex placements and require an enhanced level of fostering support.

Foster Carer Recruitment and Retention

2019/20	Enquires	ROI	Approval	Conversion
Q1	39	6	0	15%
Q2	42	6	2	14%
Q3	44	9	3	20%
Q4				
Total	125	21	5	17%
YCF Approvals =				

The service has a Recruitment and Retention Strategy which is updated annually. In Quarter 3 planning has taken place for a bus stop campaign in the Borough, to ensure greater visibility in the community.

Bus stop adverts will be launched in Quarter 4 and the aim is to maintain a focus on community advertising alongside our digital campaigns.

In December, a new advert on Heart Radio North West started on their DAX platform which means all smart speakers asked to 'play Heart' would play this advert before the music started. In Quarter 4 a new and updated Heart North West radio campaign for Blackburn with Darwen Fostering will commence which is an exciting opportunity and sees advertising transfer from Capital Radio.

The impact of Google Ads has increased registrations of interest overall, alongside the continued advertising on Twitter, Facebook and the Let's Foster website.

Our foster carers have been visible in the community supporting our recruitment. The Telegraph and The Shuttle ran a story about several foster carers who received their long service awards at the Foster Carer Forum in November. They also enjoyed refreshments in the Mayor's Parlour as a celebration of their commitment and dedication to fostering. The photograph below was taken at the Forum with long service foster carers.





Regional Campaign

The regional 'You Can Foster' recruitment campaign has been live since September 2016 and has helped generate enquiries via the You Can Foster website. During this Quarter we have been informed that the 'You Can Foster' service will end in 2020 for all Local Authorities who have currently signed up to this contract. The 'front door' service of accepting enquiries and being the initial point of contact for five North West Authorities, will cease in March 2020. Planning and discussion about this going forward has already commenced.

Foster Carer Training

The following training has taken place in Quarter 3:

Essentials of Fostering – 23 Foster Carers in attendance.

Diversity Conference – 20 Foster Carers in attendance.

Support Group for Prevent and Radicalisation – 9 Foster Carers attended.

Evaluation has taken place with foster carers about the future training they would like to see being provided by the Service, which includes areas such as County Lines, self-harm, mental health and making Nurturing and Attachment training mandatory for all new foster carers. This has been noted, and plans are being put in place to ensure these training offers are delivered. The Service aims to respond to foster carer demand with regard to their training; it is paramount to keep the training offer varied and current.

Fostering Panel and Review Panel

The Review Panel has seen 16 fostering households presented, with an increase in the number of foster carers in attendance, alongside more Social Worker comments. The table below evidences the approvals for Quarter 3 for both family and friends and mainstream foster carers.

<u>Main Fostering Panel</u>	October	November	December
Mainstream Assessments	2	0	2
Regulation 24 Assessments	0	1	0
Family And Friends Assessments	0	0	1
Resignations	2	3	1

Complaints

There have been no complaints received in this period.

Compliments

There were four compliments received in Quarter 3. A foster carer has received a compliment from an Independent Reviewing Officer about their skills and expertise, and a recommendation that they would be a positive mentor for other foster carers. Other compliments received have been regarding a young person making exceptional academic progress in their foster placement, positive comments for another foster carer made to the Director of Children's Services by their Supervising Social Worker, and a compliment from the Fostering Panel.

Allegations

One allegation has been made in Quarter 3, in respect of a family and friends foster carer and an incident involving the child falling into a bath. This progressed to an investigation with LADO and Police involvement.

Serious Illnesses and Accidents

There have been six reports of serious illness and accidents in Quarter 3. This related to minor falls, two young person with an infection, and accidents during sporting activities. All have been reported and appropriately managed.

Bullying Reports

There have been no reports of bullying this Quarter.

Specific Incidents and Restraints

There have been 12 reports in this Quarter and all have been appropriately managed and reported, some with further actions put in place where necessary.

Missing From Home

There has been 1 missing from home notification this Quarter, and this was reported to the Engage Team.

Exemptions

There has been 1 exemption in place which has continued from Quarter 2.

Engagement with Foster Carers

Blackburn with Darwen has a Foster Carer Association (FCA), which meets regularly and has an Elected Committee. The Chair of the FCA sits on the Corporate Parenting Specialist Advisory Group. The FCA has its own website, which is used to communicate messages and news updates about events. The foster carer support group also meets regularly and is attended by the Children's Services Elected Member.

At the request of foster carers, membership of the Fostering Network moved in Quarter 1 to Foster Talk, which provides similar services to support foster carers. Foster carers also have access to independent support commissioned from the Fostering Network to provide support and advocacy services in the event of complaints or allegations.

A small group of foster carers are recruitment champions, who help drive recruitment forward and are involved with planning events, Skills to Foster preparation training, and manning recruitment stands and events.

The Fostering Service holds a bi-annual foster carer forum which took place in November 2019 and the next is planned for April 2020. The event offered carers the opportunity to present their views about a range of issues related to fostering and to be involved in the future development of the Service. The Forum was very well attended, planned with the FCA and held at Livesey Children's Centre. Councillor Bateson was also in attendance at the Forum.

Short Break Foster Care

There continue to be 12 short break foster carers approved. Short break carers attend support groups every 3 months and the next one is planned for February 2020. Carers enjoy attending and are able to explore and share experiences about their role as short break foster carers.

Commissioned Placements

The requests for commissioned placements in Quarter 3 has seen some reduction from October to December 2019. The service continues to be as creative as possible and offers short breaks to maintain existing placements and prevent disruption where this is achievable. The number of requests for parent and child assessment unit placements, which saw an increase in Quarter 2, has decreased this Quarter. There is an evident peak in children and young people placed at home on Care Orders or Supervision Orders. The table below gives an overview of the types of placements for children in our care, primarily the number of agency foster care and independent residential provisions funded from the commissioning budget.

Placement Type	
Adoptive Placements	14
Foster Placements (in-house)	143
Foster Placements (agency)	68
Friends & Family	58
Placed with Parents	49
Independent Living	0
Children's Homes (in-house)	4
Children's Homes (agency)	28
Secure	0
Prison/HMYOI	1

NHS	1
Residential Accom Not Subject to CH Regulations	16
Other	19
Residential School	2

Budget

Current placement pressures in-house and across the independent fostering agency landscape continue to place the commissioning budget under pressure. The Case Tracking and Commissioning Panel monitors placements and ensures that there are robust plans for those that could be brought back to in-house provision. The financial position across both of these areas is closely monitored throughout the year, with an overspend confirmed for this financial year due to the demands on the Service with the numbers of children in our care, placement sufficiency and stability. Placements for teenagers and those with complex needs are the most costly, and largely in residential or therapeutic placements. This Quarter saw one young person brought back in-house from an independent residential placement.

New Service Priorities and Updates for 2019/20:

1. The Service has a target of recruiting between 25 and 30 new sets of foster carers in 2019/20. **Quarter 3 update.** Monthly recruitment meetings are taking place and new approaches are being used such as Google Advertising and foster carers taking more of a leading role at recruitment stands. Recruitment initiatives remain a priority for the Service.

2. A Team Development Day will be an annual event to value and support the staff, and ensure specific training and development areas are actioned. **Quarter 3 update:** A Team Development Day will take place in January/February 2020 when new staff members have commenced in post. Staffing issues have meant that this day has been arranged for this specific timescale.

3. The Revive Team will be reviewed in terms of staffing, workload capacity and developing a review process for evidencing that outcomes are being met and the impact of their therapeutic involvement. This will enable the Service to manage the referrals and to identify when their involvement can cease as outcomes and objectives are met. **Quarter 3 update:** The Clinical Psychologist for Revive will leave their post in Quarter 4, and recruitment planning for this post and a remodel of Revive has commenced.

4. Foster Carer training will continue to develop, led by a Fostering Team Manager. The Service will focus on the development of online training, and the overall training offer in line with Foster Carer feedback such as the addition of Parent and Child Training, and more specialist courses that will enhance carer skills. The objective is to increase engagement and attendance.

Quarter 3 update: Training recommenced in October 2019. A joint training offer with Child Action North West (CANW) has been completed and Skills to Foster will now be undertaken in Quarter 4 as a collaborative effort. Further training offers have also been explored with CANW and initial planning and preparation has been positive.

5. The management team will continue to monitor compliance with Fostering Regulations and National Minimum Standards and will increase the number of case file audits completed each month to support this.

Quarter 3 Update – The monitoring of compliance is ongoing and is central to the Team Manager role. Protocol has been updated to reflect the needs of the Service and all aspects of fostering can now be recorded on the database which will help the completion of the dataset.

6. Fostering Panel development – The membership list will be developed to address difficulties in sustaining the pool of independent and social work members. A Panel Member training day will be held with a focus on family and friends fostering.

Quarter 3 Update – Recruitment and training has already taken place for new panel membership and we now have a larger cohort of members to ensure approvals can be considered without delay, and more panels held where necessary. Although this action has been addressed, the recruitment of panel members is an ongoing area of focus for the Service.

7. Recommending the VOICE Group will be part of the Participation Officer role and will be re-launched.

Quarter 3 update: The new Participation Officer commenced in role this Quarter. A re-launch of the VOICE group event has taken place and groups will take place on 6th February 2020.

8. Placement sufficiency and stability will be a key area of focus, with areas for learning taken from disruption meetings and case auditing. The support offer for foster carers will be reviewed, with recommendations made about service development going forward about how to preserve vulnerable placements and support an increase with in-house placements. **Quarter 3 update: Blackburn with Darwen is part of the cohort of North West Authorities collaboration for the DfE SEED Funding and research project, which looks specifically at recruitment, retention, sufficiency and producing a Market Position Statement.**

10. Planning will commence to look at a new proposal for the end of the commissioned fostering front door service, and how this will be replaced and replicated where possible, within the Service. **Quarter 3 update: The Fostering Front Door service will end in March 2020. The interim plan is for this service to be brought back in-house and managed via the Fostering Service and Business Support. This will be reviewed as part of the Fostering Service remodel.**

Pamela Price
Service Lead, Placements

EXECUTIVE BOARD DECISION



REPORT OF:	Executive Member for Children, Young People and Education
LEAD OFFICERS:	Director of Children's Services & Education
DATE:	Thursday 11 th June 2020

PORTFOLIO(S) AFFECTED:	Children, Young People and Education
WARD/S AFFECTED:	(All Wards);
KEY DECISION:	N

SUBJECT:
Adoption Bi-Annual Report April to September 2019

1. EXECUTIVE SUMMARY

Adoption Now (Regional Adoption Agency) has compiled this Report with additional local information included by Blackburn with Darwen Borough Council's Service Lead for Placements. The Report details a summary of the period April to September 2019 with analysis, data and patterns that may support service development.

2. RECOMMENDATIONS

That the Executive Board notes the Adoption Six Monthly Report alongside Appendix 1.

3. BACKGROUND

Adoption Now is a Regional Adoption Agency providing Adoption Services on behalf of a consortium agreement with six Local Authorities; Blackburn with Darwen, Bolton, Bury, Rochdale, Oldham and Tameside.

Data remains local data relating to Blackburn with Darwen children, with Post Adoption Support, Recruitment and Assessment data including regional data.

This is the six monthly Report produced by the Head of Service from the RAA, with additional information and oversight from Blackburn with Darwen Borough Council's Service Lead for Placements. Local Authority employees remain seconded to the RAA to date. There is a regular Adoption case-tracking meeting held to enable the Local Authority to have continued shared information and updates about the progress of children with Adoption Care Plans in the Borough. This also allows financial oversight and monitoring.

4. KEY ISSUES & RISKS

- During the first 6 months of 2019/20 from April to September 2019, 18 children were subject to a Local Authority decision that they should be placed for adoption
- On 30th September 2019, there were 25 children with a plan for Adoption (subject to a Placement Order) who were awaiting placement. This number included 2 children where Foster Carers were being assessed as Adopters, with three children in a Fostering for Adoption placement. There were 2 children who had experienced a disruption. Children are predominantly from the white British community.
- On 31st March 2019, the National Adoption Register ceased to operate. Prior to this it has been a requirement for all children waiting for families for three months or more to be added to that Register along with Adopters who are waiting. There are some likely alternative proposals, however none are imminent. A small number of links for children have been made via the Register but the Link Maker

has been a much more useful family finding tool for Blackburn with Darwen children so we are not expecting there to be a significant impact.

- There have been 11 children placed with Adopters this year and 14 children matched. The numbers of matched and placed children may differ due to early permanence placements and children matched just before the end of the half year but not yet placed. Of the 14 matches presented to Panels between April and September 2019, there were 6 Fostering for Adoption or Concurrency Placements matched, with 1 sibling group of 2 and 1 sibling group of 3 placed.
- There has been one Adoption disruption within this six month period, and learning has been taken from the disruption meeting which followed to assist with future planning and matching.
- In the first six months of this year (2019/20), 35 families have been approved, and 1 family has been to the Panel and is awaiting Agency Decision Making. One family withdrew post the Panel.
- Since the 1st April, 40 RAA children have already been matched with 36 RAA families. Four of these have been sibling groups of two children. Three of these have been Fostering for Adoption placements. 2 RAA families are currently being matched with children external to Adoption Now. The RAA anticipates that 91 families will be approved by the end of Quarter 4 2020.
- The function of the letterbox co-ordinators remains an area for review and is currently in discussion with the RAA Board.
- Adoption Now office premises at Howell Croft in Bolton have been sold and a planned move to alternative premises still to be identified will take place in the coming months.

5. POLICY IMPLICATIONS

There are no Policy implications.

6. FINANCIAL IMPLICATIONS

In accordance with the agreed financial model, the operational budget for Adoption was combined with five other North West Authorities when the RAA was formed in 2017. As outlined in Appendix 1, the costs of placing children with Adopters outside of Adoption Now this year is predicted to be £472,000 against a budget of £266,700. These fees have resulted from placing 2 sibling groups of 3, 3 sibling groups of 2 and 8 single children some of whom were 'hard to place' due to their age or complex needs. The first option is to source Adopters within the Adoption Now pool.

Discussions are ongoing with the RAA Board about the financial implication of bringing the letterbox function into the RAA which is quoted at approximately £12,000 per annum per Local Authority.

7. LEGAL IMPLICATIONS

This Report is required to meet statutory requirements set out in 'The National Minimum Standards for Adoption.'

8. RESOURCE IMPLICATIONS

None identified.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

None.

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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	Pamela Price, Ailsa Smith pamelaprice@blackburn.gov.uk, ailsasmith@blackburn.gov.uk
DATE:	25/02/2020
BACKGROUND PAPER:	Appendix 1 attached.

Adoption Six Monthly Executive Report

1st April to 30th September 2019

Introduction

Achieving adoption for children contributes to improving outcomes for the most vulnerable children and young people in line with priorities outlined in other Council plans.

Almost 2 years ago there was a significant change in the way that adoption services were delivered as Adoption Now went live on 20th November 2017. Adoption Now is a Regional Adoption Agency providing adoption services on behalf of six Local Authorities – Bolton, Blackburn with Darwen, Bury, Rochdale, Oldham and Tameside.

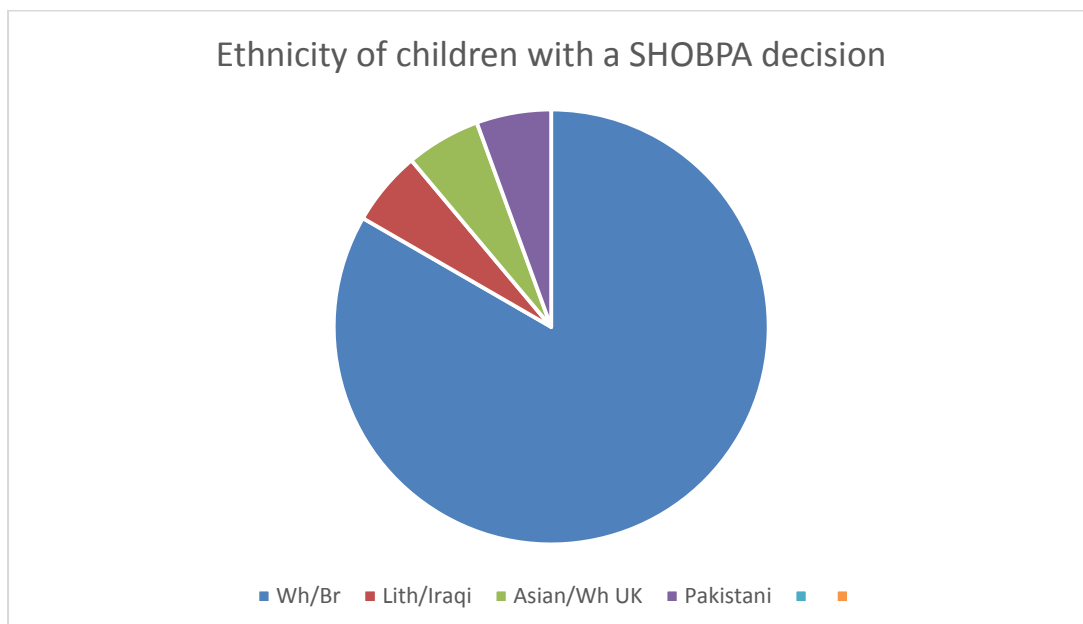
Data remains local data relating to Blackburn with Darwen children, and adoption support and recruitment data now covers the Region.

Adoption Agency Business - Children

Children with an Adoption Plan

During the first 6 months of 2019/20 from April to September 2019, 18 children were subject to a Local Authority decision that they should be placed for adoption (known as SHOBPA).

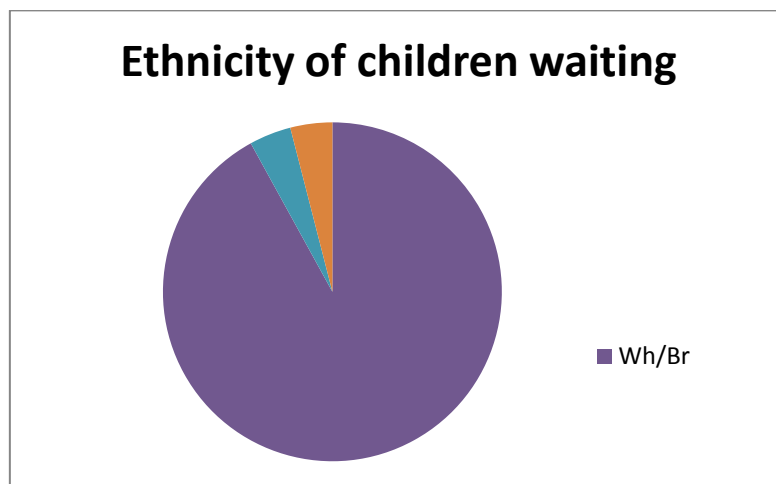
The ethnicity of those children is outlined as follows:-



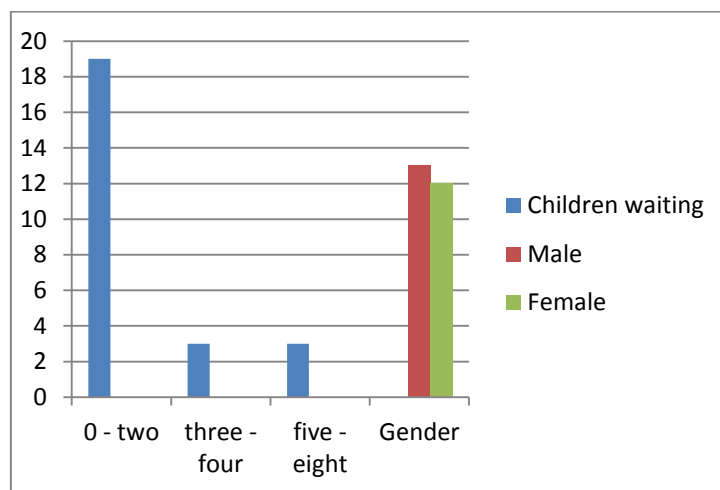
In terms of the age range, 72.2% were aged from birth to 2 years, 11.1% were 3 - 4 years and 16.7% were over 5 years old. The gender ratio was 7 males and 11 females.

Children Awaiting a Match

On 30th September 2019, there were 25 children with a plan for Adoption (subject to a Placement Order) who were awaiting placement. This number included 2 children where Foster Carers were being assessed as Adopters, with three children in a Fostering for Adoption placement. There were 2 children who had experienced a disruption. Children are predominantly from the white British community. Only 2 other children were of dual heritage (see chart below).



Age and Gender of children waiting



Continued efforts to match all of the children waiting will include them being profiled at exchange days and family days where Adopters can discuss children awaiting Adoption. National events are scheduled such as activity days. These are events where Adopters and children meet at a large party and get to know each other. It has proven very effective in finding families for some older children and those who are part of sibling groups.

Family Finding

Professional links and relationships have continued to result in some positive matches, especially with the Voluntary Adoption Agencies, which are now partners of Adoption Now. The regional placement group meeting has been restructured and continues to operate on a monthly basis, to encourage matches with local Voluntary Adoption Agencies. Link Maker continues to be a useful tool used to help match children with families nationally.

The development of Adoption Now means that families that would have been approved by the six local authorities are all part of the same organisation and are immediately available to children in Blackburn with Darwen. In the past 6 months, 89% of children matched have been with Adoption Now adopters. These placements do not incur an interagency fee. The target for the 2 year point after the Regional Adoption Agency went live was for at least 60% of children to be placed 'in house' within the RAA. The current figure far exceeds this target of over 60%, which is positive for Blackburn with Darwen children as they are supported more effectively by Post Adoption Support and from a financial perspective.

It is good practice to search for a family within our own pool of Adoption Now Adopters in the first instance, and then to look further afield to other Local Authorities, RAAs or Voluntary Adoption Agencies.

On 31st March 2019, the National Adoption Register ceased to operate. Prior to this it has been a requirement for all children waiting for families for three months or more to be added to that Register along with Adopters who are waiting. There are some likely alternative proposals however none are imminent. A small number of links for children would have been made via the Register but Link Maker has been a much more useful family finding tool for Blackburn with Darwen children so we are not expecting there to be a significant impact.

Children Placed for Adoption

There have been 11 children placed with Adopters this year and 14 children matched. The numbers of matched and placed children may differ due to early permanence placements and children matched just before the end of the half year but not yet placed.

Of the 14 matches presented to Panels between April and September 2019, there were 6 Fostering for Adoption or Concurrency Placements matched, with 1 sibling group of 2 and 1 sibling group of 3 placed.

The scorecard data for children adopted since 1st April 2019 is as follows: -

Measure		Blackburn average
Placement Order to Matching (A2)	Scorecard Indicator - 121 days	223
Child entering care to starting Adoption Placement (A1)	Scorecard indicator - 426 days	426

These figures show that during the last six months, timescales were exactly on target for A1 and over the A2 target. Scorecard measures are not 'counted' until the year after an Adoption Order has been made, therefore these figures will not influence the published Scorecard results for some time yet.

A1 is an indicator that can be affected by Court timescales and can vary hugely due to a variety of other factors. The A2 measure represents the family finding process for children. In this cohort of children there is a sibling group of 2 with additional needs being adopted and a child with significant disabilities for whom family finding had taken a long time. We know that these children do take longer to find families for and this impacts upon the figures.

Children Adopted

There have been 14 Adoption Orders made during the last six months from April to September 2019. The scorecard data refers to these children. Most Adoption Orders have been made in a timely fashion despite birth parents requesting leave to contest applications in Court in the majority of cases.

Adoption Disruption

There has been one disruption in the first half of the year. A disruption is identified as a placement where the child has moved in with adopters and then the placement has failed. This child was older when placed and had additional needs. A disruption meeting has taken place and learning from this case has been in relation to the need to share full information with adopters even if this is historical.

Adoption Agency Business - Adopters

Adopter Recruitment

Nationally, there is a shortage of adopters and the number of children has increased again as the 'looked after' population rises both nationally and locally. This happened shortly after many adopters had had to wait for long periods, as a consequence of case law that changed the practice of the Courts in terms of agreeing Adoption Plans for children. The message to the public was, and still is to some extent, that there are few young children available for Adoption and that numbers have fallen significantly.

The recruitment strategy of Adoption Now has been to dispel this myth, with a go live campaign visibly showing how many children were available in this area alone represented by balloons.

The Marketing and Recruitment Team became fully staffed in June 2018 and recruitment campaigns have significantly increased with attendance at 15 local events across the six local authority areas and beyond over the summer months of 2019. There have been billboard campaigns, bus, tram and train campaigns, radio campaigns and significant social media advertising. Early signs are that this activity has increased enquiries from prospective adopters.

In the first six months of this year (2019/20), 35 families have been approved, and 1 family has been to the Panel and is awaiting Agency Decision Making. One family withdrew post the Panel.

Since the 1st April, 40 RAA children have already been matched with 36 RAA families. Four of these have been sibling groups of two children. Three of these have been Fostering for Adoption placements. 2 RAA families are currently being matched with children external to Adoption Now.

91 families are anticipated to have been approved by the end of Quarter 4 2020.

Service Sufficiency Strategy & Marketing Activity

Adoption Now pays due regard to children's tracking data as part of the sufficiency strategy, particularly as the profile and needs of children in the care system change. This data reflects ethnic diversity amongst the Local Authorities, gender, the number of children needing to be placed, the number of children with lifelong physical and developmental needs and those with specific diagnoses, for example, Autism, Asperger's, Foetal Alcohol Spectrum Disorder.

It is clear that the total number of adopters approved within the RAA is not sufficient to meet the needs of our children waiting or those anticipated, and the national climate means that there is reduced availability of adopters in the external market. This is particularly prominent for older children, those with additional needs or in sibling groups. Whilst the Adoption Now Recruitment target of 100 adopters approved in 2019-20 would go some way towards closing this gap, the expectation is that some external placement will be required from our partner Voluntary Adoption Agencies (VAAs) and beyond. It is encouraging that of the children placed in the first 6 months of the year there were 67% with RAA families and 89% with either RAA families or our partner VAAs.

Since April 2019 the Marketing Team has been continuing to work on increasing awareness of Adoption and the need for adopters from all walks of life to meet the needs of local children awaiting families. There has also been more work undertaken to increase the brand recognition of Adoption Now.

April 2019 saw the launch of the Focus Family Finding Programme. This aims to build campaigns for children who have been waiting longer for placements, to create an in-depth *feel* for the children to bring out their personalities and hobbies with the aim of bringing them to life for potential adopters. To date the Team has focussed on an older child and published an advertorial in the Lancashire Life magazine which resulted in one enquiry. This child has since achieved a link with a family from the most recent activity day. Advertorials have also been published in Teaching magazines with the aim to recruit adopters for a sibling group.

A key area of recruitment activity has been, and will continue to be in the coming months, the recruitment of LGBTQ+ adopters. In July 2019, an advertorial profiling one of our families was produced for Gay Times. The Team attended the Bury Pride event in April 2019 and Manchester Pride in August 2019, the biggest LGBTQ+ event in the North West. This resulted in twelve requests for further information. A further advert for Gaydio radio has been produced to target 100,000 listeners per week across the North West. This went live in August, taking advantage of the high-profile Pride season. The station also aired an interview with one of our families during BME Week (July 2019).

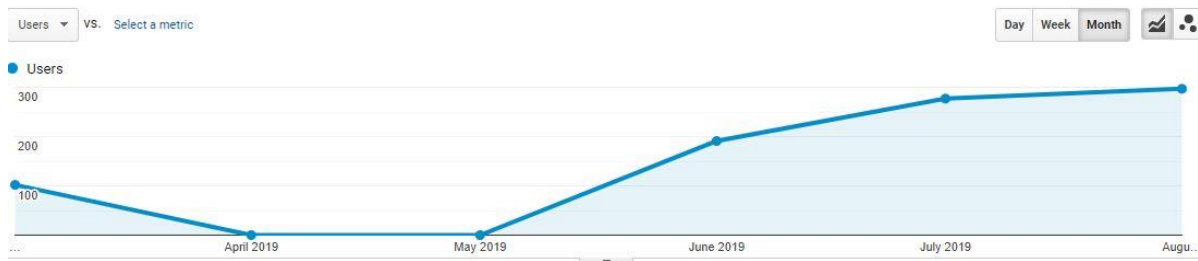
The RAA has seen an increase in children under the age of two years waiting for adoption so the Team ran a campaign in May 2019 to target those who want to adopt young babies or would consider Fostering for Adoption. This was promoted on social media, the RAA website and using the six Local Authority Communication Teams' external and internal resources. An information evening was also held for those interested in adopting young babies and adopters shared their stories at this event. Existing adopters on our mailing list have also been contacted with a view to encouraging returning applicants. We will continue to do this periodically throughout the year.

The Agency's large-scale campaign 'You don't have to be perfect to adopt' has continued and relaunched at the end of June 2019 on Heart Radio. The Agency is now a partner with the radio station and running a year-long campaign to instil a more consistent, drip-fed approach ensuring that messaging is always running to avoid any lulls in enquiries and increase brand recognition. A fresh advert will be aired in October 2019 to capture listeners over National Adoption Week (14th – 19th October).

Bus advertisements ran through June and July 2019 across all six Local Authority areas and in central Manchester due to their success in a previous campaign. This is repeated in Blackburn during National Adoption Week as enquiries have been noted to be lower in the Blackburn with Darwen Borough. The Team is exploring the use of Facebook Messenger and 'tweet a longs' to encourage direct chat as a new way of reaching potential adopters who see the national campaign activity, ensuring that we reach people both in person and virtually.

The Team is continuing to use local opportunities for marketing and has advertised on a large digital screen in Blackburn during the Festival of Making in the summer. Leaflets were distributed throughout all six Local Authority areas in Health and Leisure Centres.

We know that the Agency website is key to recruiting adopters as it holds important information and the ability to enquire online. All our marketing campaigns signpost traffic to the website so it is vital that we encourage visits. Therefore, a key focus in the past months has been the launch of pay per click advertising on Google and additional Facebook advertising which began in June. **In the past 3 months we have completed technical search engine optimisation of the Adoption Now website to improve organic rankings by Google. This has had an immediate impact on the search ranking for Adoption Now, with organic searches showing an increase on the previous three months (see chart below).**



Targeting adopters from a variety of cultural, ethnic and religious backgrounds is a key focus for Adoption Now. Since April specific work has been undertaken to target Asian communities with two information events delivered in conjunction with Mosques and faith groups based in Bolton and Rochdale. This has raised our profile within these communities and has resulted in 35 enquiries since April. The Team is also attending the

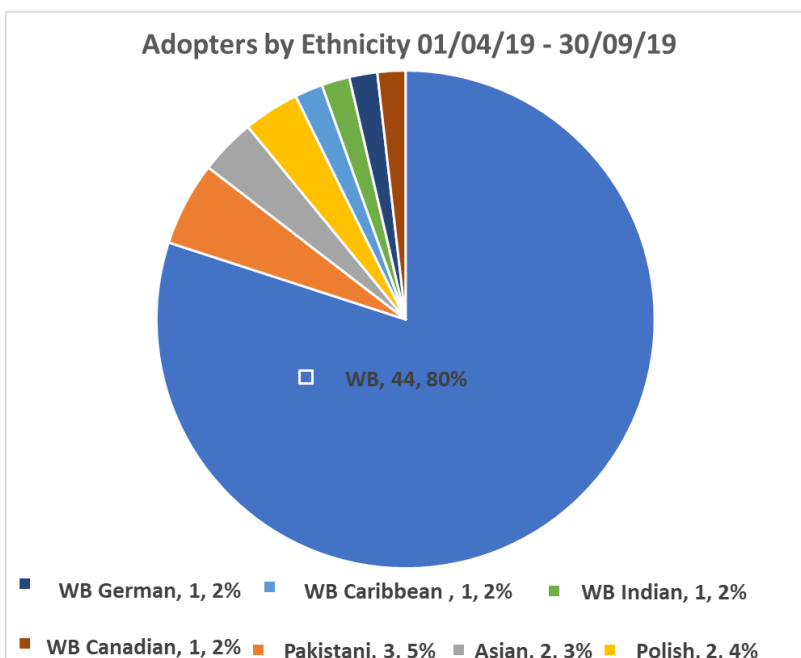
Muslim Lifestyle Expo taking place in Manchester in October 2019 as a new way of raising the profile of adoption to a younger demographic.

Children’s recent tracking data indicates an increase in children waiting for adoption from African Caribbean, Polish and Eastern European communities. We continue to see an increase in children of dual heritage of both White British/other and Asian/other. Children’s tracking data also reveals an increasing number of unborn children who may have a plan of adoption in addition to children with a range of complex needs including physical and emotional challenges.

Church groups around the six Local Authority areas have been provided with promotional leaflets and this is something that we are actively revisiting now, with Social Work presentations having taken place within Churches, including those with predominantly Polish and African Caribbean congregations. The Team also had a presence at a Polish family fun day (September 2019). There has been success in targeting the Polish community, resulting in 7 enquiries during August. One family is progressing to application, three have been offered an initial visit/information evening and three families are not currently ready to progress but have indicated that they would contact us in the future when their circumstances change. Further plans are in place to target Latvian and Congolese congregations. The Team continues to liaise with *Churches Together Lancashire* to ascertain which promotional events we may be able arrange with them and we have been to speak to a Methodist congregation in Prestwich in July 2019. The Team also attended the Preston Caribbean Carnival and has been proactive with leaflet drops and engagement with proprietors of African Caribbean/Polish/Eastern European community shops and access points. An advertorial has been published in the Keep the Faith magazine based on a sibling group who are waiting for a family to encourage the Black African, Christian community to consider adoption.

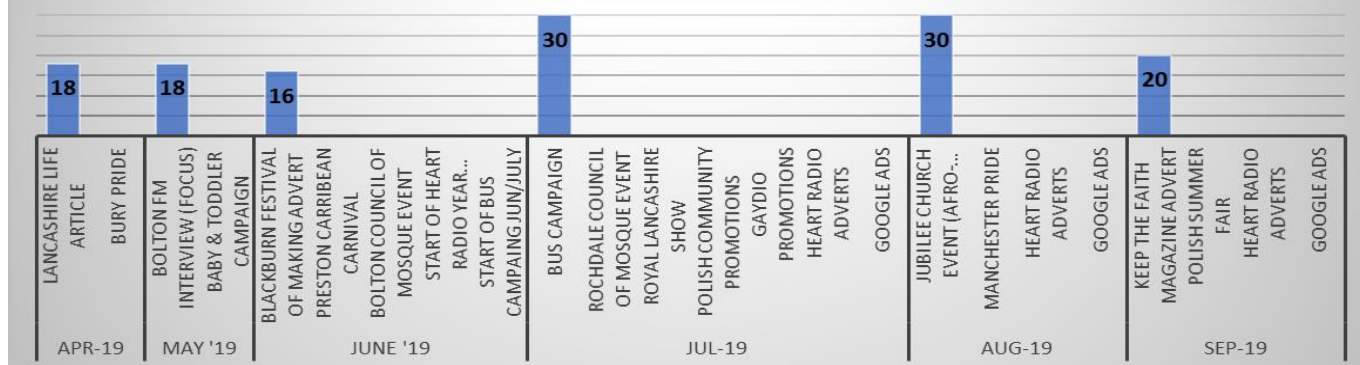
The summer months have been a busy time for recruitment activity, with attendance at local and regional events such as the Royal Lancashire Show, Manchester Caribbean Carnival and Manchester Pride.

Our current profile of adopters by ethnicity is as follows:-



The data below shows the number of enquiries received since April 2019 by month in line with marketing activity:

Enquiries by Month 01/04/19 - 30/09/19



The data highlights that the current marketing strategy has had a positive impact having led to a spike in enquiries in July and August 2019. There is a marked increase this year (60) from last year (38). We are also in a better position this year compared to last year in respect of the numbers of prospective adopters currently in assessment/approved. Last year we successfully approved 73 adoptive families by the end of Quarter 4. We currently have 95 families at some stage in assessment at the beginning of Quarter 3. Whilst there are likely to be inevitable losses, this number is encouraging.

The Marketing Team was also instrumental in the organisation of Adoption Now's third Activity Day on 14th July 2019 and the Marketing Team and most Recruitment Social Workers participated on the day or supported our own adopters in attendance. (14 Adoption Now families attended and 25 from VAAs).

Outcomes & Targets

Monitoring and tracking of Adopters currently in the system highlights that we still need to recruit ten to fifteen more Adoptive families this year to reach our target of 100, allowing for some inevitable losses in the process. As discussed in the sufficiency/marketing section we are also mindful of our children's tracking data when planning recruitment activity. There has been increasing marketing activity since our Marketing Officers came into post in June 2018 and we have a developing database of specific events and activities that result in measurable outcomes.

Those families approved since April 2019 are returning to the Panel quickly with matches. The success in identifying early links is due to good working relationships between recruitment and assessment, and care planning work streams. Adopters in Stage 2 are invited to RAA recruitment events (exchange days and Activity Days); a recruitment manager attends monthly children's tracking meetings to further inform the Team about the children coming through the system. A Placement Meeting is held between recruitment and care planning teams on a monthly basis to further share details of priority children and available or upcoming adopters; early alert profiles are also prepared for both children and families and stored in a shared folder accessible to all workers.

At 30th September 2019 there are no approved adoptive families waiting for links.

For the year 2019/20 current indications are positive. The Team target for 2019-20 is 100 approvals; at the beginning of Quarter 3, we currently have 35 families who have already been to the Panel and approved. One family has been to the Panel but is awaiting Agency Decision Making. One additional family withdrew post the Panel (ADM deferred). There are a further sixty families at some stage in assessment. There is every expectation therefore of the Team achieving significantly improved outcomes with the same resources. More families will be approved than were approved in the year proceeding the RAA and there is already guaranteed improvement on last year's RAA target. We are doing all we can to raise the challenge of the aspirational target set for this year. All social workers within the Recruitment Team are aware of both this target and their own individual targets for the year.

We have worked hard to develop a team identity by continuing fortnightly team meetings and establishing joint working in respect of delivering training and supporting marketing events and Activity/Exchange days. A great deal of our work involves evening visits to flexibly accommodate adopter availability and further evening and weekend recruitment responsibilities alongside our Marketing colleagues. We would not be able to deliver so many events without the general sense of good will, commitment and positivity that exists in the Team.

The Team continues to deliver monthly information evenings and three-day preparation groups. A duty system runs daily from 9.30am until 5pm. An answer machine captures potential enquiries out of hours.

Our recruitment and marketing officers are increasingly bringing a level of expertise and opportunity to adopter recruitment that our separate agencies would not have had. This is a developing resource as they have come to understand our Service and we realise their potential. The Marketing team workers have been trialling recruitment activity and plotting it against outcomes, meaning we will have an evidenced base for marketing activity going forward. Following the departure of a member of the Team, there is currently a vacancy leaving two full time marketing officers. The post is out to advert.

We have a good number of experienced social workers in the Team who can nurture and peer mentor less experienced staff. There is a lot of good will in the Team in respect of this.

The Team works hard to link adoptive families quickly to avoid delays for children being placed with their adoptive families. Good links have been developed with care planning colleagues to enable effective joint working for the benefit of our children. As can be seen by our data, it is the exception for families to be waiting longer than three months before being linked with a child.

Team members are regularly commended by the Panel for the quality of prospective adopter reports which have been noted by managers to have increased depth and integrity due to the incorporation of learning from the Adult Attachment training.

Areas for Development

Monitoring, recording and reporting using information provided by Liquid Logic continues to be an area for development. Migrating cases and unreliable inputting at the launch of the RAA resulted in considerable reporting challenges. There are still some process issues identified which have been flagged to Liquid Logic but we recognise that only reliable and timely recording will result in a system that accurately meets our growing reporting expectations. The Service has its own tracking systems, updated sometimes on a daily basis, therefore accessing historical information is reliant upon what Liquid Logic can tell us. Our performance management colleagues and Liquid Logic are aware of our current difficulties and are working with us to improve the quality of reports we can get from the system. Once the new Pathway changes are made, further training will be delivered to the Team.

Year one largely focused on establishing the Team and *processes*. Since April we have been building on those foundations to focus on our *outcomes*. We have some aspirational recruitment targets for the year ahead that need to be owned by the Team and individuals in it. Supporting recruitment activity and then improving timescales for stage 1 and Stage 2, so we quickly approve those we attract to the Agency is a priority.

Staffing:

Team Structure: The Service has a core team of 0.8 Family Support Workers, 8 (full time equivalent) Social Workers, 1 Deputy Manager and a Team Manager from Blackburn with Darwen. These staff are now seconded to Adoption Now and support a much larger service. Family Finding Workers are based largely at Duke Street, Blackburn.

We currently have an additional temporary social worker 2 days per week funded through the Adoption Support Fund to support with the development and embedding of our therapeutic parenting course.

The Adoption Support Service has been running since May 2019 with various staffing issues, including the part-time Advanced Practitioner being absent due to long term sickness, a part-time maternity vacancy not yet successfully recruited to, 2 full-time workers having been on sick leave and a full-time worker requesting to reduce to part-time hours.

Whilst it has been possible to meet the needs of families during this time, it's not been without its challenges. During this time, families have also been supported through the duty service where allocation has not been possible but this has only been for a very short time and where intervention has not been urgent.

Centralising/Developing the Service:

Following on from the Therapeutic Life Story Work (equivalent to the first module of the Diploma) and DDP1 (Dyadic Developmental Practice) completed by all staff last year, staff have now completed the Foundation level NVR Non-Violent Resistance (supporting families where child to parent violence is an issue). These opportunities have been available to the entire Team, resulting in the approaches being consistently used in our assessments and support of families.

Additionally, there are members of the Team who are continuing their developmental in these areas to become certified practitioners. Adoption Now is commissioning clinical supervision for certified practitioners and practitioners working towards certification in order to support and sustain this ongoing development.

Overview of Staff training and qualifications are shown below;

Theraplay

2 certified practitioners, 2 practitioners working towards certification.

DDP – Dyadic Developmental Practice

The whole Team have DDP 1

3 social workers with DDP 1 and 2 and working towards certification.

2 social workers completing DDP 2 (independently) this coming November.

2 practitioners have completed the Training the Trainer (or equivalent).

Therapeutic Life Story Work

Removing additional allowances from 1st April 2019 SGO applicants prior to this date, who have been awarded additional allowances, and removes allowances they previously received as a Family and Friends Foster Carer.

Therapeutic parenting courses:

We have successfully delivered our first Therapeutic Parenting Course, which received very positive feedback from the families who completed this with a second course set for November 2019.

The comprehensive therapeutic parenting programme includes;

- 1 x family assessment and parent feedback session
- 5-day parenting course

The aims of the programme are to help enhance the relationships and positive attachments between family members; helping parents to support their children to build trust and security to reduce difficulties and stress. Through the programme, parents will gain understanding of the key theories linked to child development, increase their understanding of what lies underneath their child's behaviour and develop confidence and skill in therapeutic parenting.

The family observation session is based on the model used by the Theraplay® Institute; The Marshak Interaction Method. The family session involves all family members attending the office to undertake a structured play session, which will be filmed. This will help identify how the child's early trauma and loss has impacted on their development and help build understanding of how this links to their behaviour.

Following the family session, parents will attend the office for a feedback session where the family session video is reviewed. Parents will gain useful understanding and insights into their child's behaviour and development. The strengths within the parents' approaches will be highlighted and specific advice and guidance on ways to help the child will be offered.

The first 4 days of the parenting course will run over 2 consecutive weeks. In the first week theoretical aspects, including attachment, brain development and trauma will be covered to enhance understanding of the needs underlying children's behaviours. There is a reflective focus to the course and as well as learning how a child's history and experiences have impacted on them, parents will have time to deepen their understanding of their own parenting styles, strengths and skills. The second week will focus on practical ways to support children and will cover themes including Life Story work, Theraplay, DDP and sensory processing with tips and strategies offered. The course has a positive focus, and will build on parental capacity and resources through Theraplay games, self-reflection and shared learning and discovery.

What our parents said about the course and what they found most helpful

"the feedback session following the family session helped to build on our understanding of the drivers under our daughters' responses and we gained new ideas on how to respond"

"I learnt a lot – loads of different techniques to help deal with various situations that I would usually get upset and angry about"

"the trainers were extremely good; their knowledge, experience, way of teaching and approachability have been excellent. The understanding and insight this course has given me is potentially life changing both for my son and me. I am so thankful to have been on the course so early into placement"

"the science behind the behaviours explained a lot"

Adoption Support Consultation

We have also introduced adoption support consultations to our Adoption Now colleagues in care planning and recruitment and to our Local Authority colleagues for pre-matching, pre-placement support and early placement guidance and advice. This can range from advice/support around preparing children for moving on, support with the Adoption Support Plan to allocating an adoption support worker to co-work alongside the child's social worker for a seamless transition of support beyond the adoption order as needed.

'First Family' – an independent service to provide birth parent counselling and support has been commissioned and is due to launch on 13th November 2019.

The **Peer Mentoring Scheme** is almost ready to launch, with 8 mentors and a mentor manager now appointed and all having now completed the 1-day training course.

Additionally 15 social workers across Adoption Now completed the Cornerstone Virtual Reality Trauma Aware Service – The Individual Child training. Adoption Now have 15 virtual headsets that are already being utilised in Adoption Support, Recruitment and training.

Adoption Support Fund:

The only certainty regarding the Adoption Support Fund (ASF) is that its future remains uncertain.

Whilst it has been announced that the fund will continue, unchanged until March 2021, the long-term future of the fund remains under review. There continues to be much speculation from ASF monies becoming the responsibility of RAAs, further reduced Fair Access Limits to the fund ceasing.

Adoption Now continues to prepare for every eventuality, from investment in staff training and development to widen our service provision in line with Adoption Now’s vision for a more self-sufficient and sustainable adoption support service to securing funding through our Local Authority resource processes where required.

Total monies received 01/04/2019 – 30/09/2019	£370,476.67
Number of children currently receiving therapy funded via ASF	235
Local Authority Breakdown:	
Blackburn with Darwen	33
Bolton	40
Bury	40
Oldham	32
Tameside	47
Rochdale	43
Number of providers currently being commissioned by Adoption Now	66

We have also been able to make some small applications to the Adoption Support Fund for packages of support provided by Adoption Now staff who are certified practitioners or working towards certification. It is important to note that some children do receive support throughout the Adoption process via Blackburn with Darwen’s REVIVE Service as well as the ASF.

Total monies received 01/04/2019 – 30/09/2019 for Adoption Now Interventions	£16,600.00
Number of children	12

Clinical supervision costs for certified practitioners and those working towards this are met with this income, together with various other costs, such as room hire for the parenting course where applicable.

Cases/workload:

Adoption Support

The current open case total is 327 – this total reflects the number of children receiving adoption support.

An overall breakdown of the current open cases is as follows:

01/04/2019 – 30/09/2019	
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Receiving on-going Adoption Support Packages	252 (includes 30 assessments completed 01/04/19 – 30/09/19)
Ongoing Assessments	33
Pre-order support	42
Cases closed	74
	Total 401

Access to Records

01/04/2019 – 30/09/2019	
Completed and closed	29
Ongoing	54

At the start of 2019 we commenced a piece of work to develop an Adoption Now process for Access to Records with our part-time Advanced Practitioner and one of our part-time social workers undertaking all the access to records requests in addition to working with our 6 local authorities to develop one process. It was hoped that this piece of work would be complete with access to records being rolled back out to the wider Team at the end of the summer. However, due to sickness this has been delayed – we have successfully developed one process for Pre-Commencement Adoptions which will be ready to roll out across the wider Team in January 2020, whilst a process for Post Commencement Adoptions is still in progress.

In addition to referrals for adoption support and access to records requests, the Service has taken 264 enquiries from 1st April 2019 – 30th September 2019. These enquires include step parent adoption; letterbox; requests from professionals to access files, intermediary requests/sign posts, access to records advice and enquires from birth families.

Surgeries and Letterbox: The surgeries remain an effective aspect of our Regional Adoption Support Service with the busier surgeries still being Tameside, Bolton and Rochdale. The majority of enquires coming through the surgeries relate to letterbox and to support birth parents/relatives.

Good working relationships with letterbox co-ordinators have been established with letterbox support being a significant aspect of adoption support. This remains problematic however for Blackburn with Darwen. Whilst there are plans for letterbox to become an Adoption now function, the time frame for this is yet to be determined. It is desirable from a Blackburn with Darwen perspective that the letterbox function transfers to Adoption Now given the impact upon Business Support

Both Rochdale and Blackburn with Darwen remain without an appointed Letterbox Co-ordinator, which significantly impacts on these two surgeries, which are both heavily supporting the day-to-day management of the letterbox service at present. Oldham and Bury both have full time, established letterbox co-ordinators in post, who hold positive working relationships with many of our regular birth parents needing support. Bolton previously had a part-time experienced letterbox co-ordinator; however, this has since changed and has seen an increase in the support needed from the surgery with occasions whereby two workers have been needed.

Support groups/Events: We are coming to the end of our calendar of events for 2019, including support groups, training workshops and events and our steering groups remain in place to further develop this core offer of services.

- **Training Events;**

*In the last 6 months we have run numerous workshops with up to 25 attendees;
Starting your adoptive family (21 attendees)*

The developing brain (22 attendees)
Life Story Work – Introduction (26 attendees)
Introduction to Theraplay and PACE (19 attendees)
Support to family and friends (16 attendees)

- **Annual Events;**

We have held 2 events since April – an Easter event (Egg Hunt) with over 100 attendees (parents and children). We also held a Summer Picnic, which due to the weather required a last-minute venue change. Although over 80 attendees confirmed, over 60 still attended with some not hearing about the change in time.

- **0-11 Years Support Groups/Events;**

We hold 2 Nurture/Toddler groups (0-4 years) per month with an average of 12 families attending at each – with school holidays this often increases to an average of 15 families per session. Club Awesome (4-11 years) runs on a monthly basis and on average we have 10 families attending.

We held an annual Summer Picnic at a Church Hall with indoor activities, including a carpet picnic with a movie and popcorn for all. This was well attended and enjoyed by all given the positive feedback received.

The 2020 calendar will be ready to circulate in November 2019 and will be enhanced with the following developments:-

- *There is a review of preparation training currently on-going with adoption support workers being part of the focus group undertaking the review – the aim being to not only explore what should be included in prep training in relation to adoption support, but also to inform how our workshops follow on, enhance and support prospective adopters' development, into placement and beyond.*
- *Starting your adoptive family workshop – this is being reviewed in line with preparation training and will be launched in 2020, running multiple times throughout the year.*
- *A workshop focusing on Trauma and Attachment is currently in development and will launch in the 2020 calendar.*
- *Adoption Now's Therapeutic Parenting Course will run 3 times during 2020. This is currently provided based on assessed need.*

Additionally, two further group based therapeutic interventions are in development; one that will follow the therapeutic parenting course for families requiring further support or for families where its assessed that this maybe too basic for a family and will draw more on the DDP/PACE approach. The other will explore how we can support our families with the teenage years and will draw on various therapeutic approaches, including Non-Violent Resistance.

Attachment for school/classroom workshops are delivered with varying models, and an Adoption Now workshop is currently in development to ensure consistency.

Adoption Panels

Adoption Panels continue to operate four times per month with an option to run a fifth panel if required. A half-yearly Panel Report summarises the work of the Panels. They continue to be busy and two new Panel Chairs have been recruited which means there are now 4 Chairs available.

The Panels quality assure all paperwork being presented and it is evident that there is continued improvement in the quality and standard of both matching paperwork and Adopter Assessment paperwork. 73% of matches presented on Blackburn with Darwen children were of good quality or better.

Inter-country adoption

Inter-Country Adoption Services are rarely requested in Blackburn with Darwen, but the Local Authority has a statutory obligation to provide or commission a service. Blackburn with Darwen commissions this service from The Inter Country Adoption Centre.

Participation of Young People

Services being designed are in line with the expressed wishes of some of our young people when they were consulted last year. Creative ways continue to be used to encourage participation from children who access post adoption support as well as those children who are awaiting adoption, especially, but not exclusively, those who are verbal.

Complaints

Adoption Now and the Local Authority has not received any complaints in relation to Blackburn children or families.

Allegations

There have been no allegations in the last six months.

Budget

New Adoption Support fund applications have transferred to Adoption Now (see above for the amount claimed).

The Operational Budgets supporting Adoption Services were transferred to Adoption Now, and combined with the budgets from the other five Local Authorities in 2017. The budget has not been increased this year. At the six month stage in September 2019 it is expected that the Adoption Now budget will have a slight underspend. There are costs associated with posts in the RAA that had no budget line to support them from the outset; however, these are more than covered now by the income being generated and savings achieved from other budget lines as part of the economy of scale in bringing the six Local Authorities together.

Children's Services no longer generate an income through Adoption as the Adopters recruited are within Adoption Now. The costs of placing children with Adopters outside of Adoption Now this year is predicted to be £472,000 against a budget of £266,700. These fees have resulted from placing 2 sibling groups of 3, 3 sibling groups of 2 and 8 single children some of whom were 'hard to place' due to their age or complex needs. The surplus budget developed by Adoption Now this year is to be used to meet the additional costs anticipated for the forthcoming year due to a change of premises.

Discussions are ongoing with the Board about the financial implication of bringing the letterbox function into the RAA which is quoted at approximately £12,000 per annum per Local Authority.

Team Development

Adoption Now hold regular team meetings where staff learn together and develop practise. In addition there has been team building training in each of the work streams. In the last six months there has been training in non-violent resistance (managing child to parent violence) for the full adoption support staff team, a course for recruitment staff on making good assessments and a variety of training for individual staff. Further training is planned for the coming six months and topics are those requested by the staff in line with service need. One of the benefits of the new regionalised approach is that pooled budgets allow for staff to be better equipped to manage children and families coping with transition and trauma. Often it is more economical to provide whole team training and equally the risk that trained people leave is therefore reduced.

A development plan exists within Adoption Now to ensure continuous improvements are made to the service.

Completed by Karen Barrick, Adoption Now

Additional Information provided by Pamela Price, BwD Service Lead for Placements

EXECUTIVE BOARD DECISION



REPORT OF:	Executive Member for Children, Young People and Education
LEAD OFFICERS:	Director of Children's Services & Education
DATE:	Thursday, 11 June 2020

PORTFOLIO(S) AFFECTED:	
WARD/S AFFECTED:	(All Wards);
KEY DECISION:	Y

SUBJECT:
School Holiday Pattern for Community and Controlled Schools 2021/2022

1. EXECUTIVE SUMMARY

The Local Authority (LA) has responsibility for setting the school holiday pattern for Community and Controlled schools. It does this in consultation with neighbouring LAs, schools and teacher associations. For other maintained schools (Voluntary Aided and Foundation) the governing body sets the holiday pattern. Trustees of Free schools and Academies (schools independent of the LA) have responsibility for setting their term and holiday dates

2. RECOMMENDATIONS

That the Executive Board:

Agrees the school term and holiday pattern for Community and Controlled schools for 2021/2022 (as set out in Appendix 2 "Recommended Dates 2021/2022).

3. BACKGROUND

The LA is required to set the school holiday pattern for its Community and Controlled schools. The dates are agreed 12 months in advance of schools beginning the new academic year. In February the dates were circulated for consultation with primary and secondary schools. In addition the dates were sent to Teacher Associations for their observations and comments.

4. KEY ISSUES & RISKS

Schools have a preference for the LA to set a pattern that is aligned with Lancashire County Council. In this way there is less disruption for families and employees.

Due to the composition of the maintained school sector in the Borough agreeing a uniform set of dates is not possible as all of the secondary schools and over a half of primary schools can set their own holiday patterns. This may well increase in the years ahead as more schools change from maintained schools to academies.

5. POLICY IMPLICATIONS

Schools, Governors and Teacher Associations were all asked for comments in relation to the proposed holiday pattern. In recent years the Local Authority has received only a very limited

number of comments and these have been consistent with comments received in previous years wanting the pattern to be aligned as much as possible with Lancashire's holiday pattern, to avoid problems with members of staff who have children attending schools in Lancashire. There have been no responses received this year.

It is important to note that once agreed by the LA and published, the holiday pattern is binding on all community and voluntary controlled schools in Blackburn with Darwen. Voluntary Aided and Foundation governing bodies are requested to give consideration to the advice from the Local Authority when determining their school calendar.

6. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

7. LEGAL IMPLICATIONS

Maintained schools must be open for at least 190 days during any school year to educate their pupils. The Local Authority is responsible for setting the school holiday pattern for Community and Controlled schools.

8. RESOURCE IMPLICATIONS

There are no resource implications arising from this report.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

Schools, Governors and Teacher Associations were all asked for comments in relation to the proposed holiday pattern. The Local Authority has not received any responses.

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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	Andrew Hutchinson, Ailsa Smith, , andrew.hutchinson@blackburn.gov.uk, ailsa.smith@blackburn.gov.uk
DATE:	28/04/2020
BACKGROUND PAPER:	Initial EIA assessment (attachedAppendix 1)

Name of the activity being assessed	School term and holiday pattern 2021/2022				
Directorate / Department	Children's Services	Service	Schools and Education	Assessment lead	Andrew Hutchinson
Is this a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	Responsible manager / director for the assessment		Jayne Ivory	
Date EIA started	27/03/2020	Implementation date of the activity		01/09/2021	

SECTION 1 - ABOUT YOUR ACTIVITY

How was the need for this activity identified?	The Local Authority (LA) has responsibility for setting the school term and holiday pattern for community and controlled schools. It does this in consultation with schools, teacher associations and neighbouring Local Authorities (LAs). Community and Controlled schools make up a half of schools maintained by the LA. Other maintained schools (Voluntary Aided and foundation) are encouraged to follow the LA's pattern but this decision is made by the school's governing body. Academies and free schools are independent of the LA and it is their trustees or local governing boards that set the pattern at these establishments		
What is the activity looking to achieve? What are the aims and objectives?	<p>The LA is fulfilling its responsibility, and by consulting with stakeholders it is providing a pattern that provides the least disruption to pupils, families and teachers employed in Community and Controlled schools.</p> <p>Schools should be open for pupils for 190 days in an academic year. The pattern set by the LA is 195 days and community and controlled (CC) schools need to open within this window and include 5 days closure for in-service training (INSET days) for teachers.</p>		
Services currently provided (if applicable)	The LA should publish the pattern well in advance of the start of the academic year so that this in turn is able to be fully communicated to stakeholders. This is an annual activity prior to the beginning of each academic year.		
Please outline recommendations that have been identified for implementation following a review of the activity.	<p>The traditional academic year begins in September and ends in July. The end of the Autumn term has a 2 week break around the Christmas celebrations and there is traditionally a 2 week break at Easter. Schools with a high percentage of Asian heritage population have flexibility to set INSET days around Eid celebrations.</p> <p>The Executive Board approves the school term and holiday pattern for Community and Controlled schools for 2021/2022. This pattern has to be followed by all Community and Controlled schools. These dates will be commended to schools in the voluntary aided sector but as above this is a decision for the governing body of the school to make</p>		
Type of activity	<input type="checkbox"/> Budget changes <input type="checkbox"/> Change to existing activity <input type="checkbox"/> Decommissioning <input type="checkbox"/> Commissioning <input type="checkbox"/> New activity <input checked="" type="checkbox"/> Other Setting the school holiday pattern for Community and Controlled schools		

SECTION 2 - UNDERSTANDING YOUR CUSTOMER**Who else will be involved in undertaking the equality analysis and impact assessment?**

Please identify additional sources of information you have used to complete the EIA, e.g. reports; journals; legislation etc.

The Education Act 2002 Section 32 places responsibility on local authorities for fixing dates of terms and holidays for Community and Controlled schools.

Who are you consulting with? How are you consulting with them? (Please insert any information around surveys and consultations undertaken)

Consultation has already taken place with Headteachers, governing bodies and teacher associations. This took place in the Spring of 2020. Feedback received in the past calls for a pattern that aligns with our near neighbours Lancashire County Council.

Who does the activity impact upon?*	Service users	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly			
	Members of staff	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly			
	General public	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly			
	Carers or families	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly			
	Partner organisations	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly			
Does the activity impact positively or negatively on any of the protected characteristics as stated within the Equality Act (2010)?* The groups in blue are not protected characteristics (please refer to p. 3 of the guidance notes)	Positive impact	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input type="checkbox"/> Vulnerable groups
		<input type="checkbox"/> Race	<input type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input checked="" type="checkbox"/> Carers
	Negative impact	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input type="checkbox"/> Vulnerable groups
		<input type="checkbox"/> Race	<input type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input type="checkbox"/> Carers
	Don't know	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input type="checkbox"/> Vulnerable groups
		<input type="checkbox"/> Race	<input type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input type="checkbox"/> Carers

***If no impact is identified on any of the protected characteristics a full EIA may not be required. Please contact your departmental Corporate Equality & Diversity representative for further information.**

Does the activity contribute towards meeting the Equality Act's general Public Sector Equality Duty? *Refer to p.3 of the guidance for more information*
A public authority must have 'due regard' (i.e. consciously consider) to the following:

DUTY	DOES THE ACTIVITY MEET THIS DUTY? EXPLAIN
Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity removes or minimises disadvantages suffered by people due to their protected characteristic)</i>	<p>The traditional academic year begins in September and ends in July. The end of the Autumn term has a 2 week break around the Christmas celebrations and there is traditionally a 2 week break at Easter. Schools with a high percentage of Asian heritage population have flexibility to set INSET days around Eid celebrations. In addition separate guidance has been provided for school staff in relation to Ramadan and Eid.</p> <p>This pattern has to be followed by all Community and Controlled schools.</p>
Advance equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity takes steps to meet the needs of people from protected groups where these are different from the needs of other people)</i>	
Foster good relations between people who share a protected characteristic and those who do not <i>(i.e. the function encourages people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	

ASSESSMENT	Is a full EIA required?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------	-------------------------	------------------------------	--

Please explain how you have reached your conclusion *(A lack of negative impacts must be justified with evidence and clear reasons, highlight how the activity negates or mitigates any possible negative impacts)*

The LA is expected to set one pattern to be followed by all community and controlled schools. It does this after seeking comments from schools about the proposed dates.

The traditional academic year begins in September and ends in July. The end of the Autumn term has a 2 week break around the Christmas celebrations and there is traditionally a 2 week break at Easter. Schools with a high percentage of Asian heritage population have flexibility to set INSET days around Eid celebrations. In addition separate guidance has been provided for school staff in relation to Ramadan and Eid

Assessment Lead Signature		Date	27/03/2020
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DRAFT

SCHOOL TERM AND HOLIDAY PATTERN 2021/2022

AUTUMN TERM 2021

Re-open on
Mid Term Closure

Wednesday 1 September 2021
Monday 25 October-
Friday 29 October 2021 (inc)
Friday 17 December 2021
73

Closure after school on
Number of openings

SPRING TERM 2022

Re-open on
Mid Term Closure

Tuesday 4 January 2022
Monday 14 February-
Friday 18 February 2022 (inc)
Friday 01 April 2022
59

Closure after school on
Number of openings

SUMMER TERM 2022

Re-open on
May Day Closure
Mid Term Closure

Tuesday 19 April 2022
Monday 2 May 2022
Monday 30 May -
Friday 03 June 2022 (incl)
Friday 22 July 2022
63

Closure after school
Number of openings

TOTAL NUMBER OF OPENINGS - 195

Edgworth CE/Methodist Primary School and Belmont Community Primary school have traditionally followed the agreed holiday pattern of Bolton LA. This arrangement will continue for 2021/2022

EXECUTIVE BOARD DECISION



REPORT OF:	Executive Member for Growth and Development
LEAD OFFICERS:	Director of Growth & Development
DATE:	Thursday, 11 June 2020

PORTFOLIO(S) AFFECTED:	Growth and Development
WARD/S AFFECTED:	Blackburn South and Lower Darwen; Ewood;
KEY DECISION:	Y

SUBJECT:
Masterplan for land at Bank Hey, Blackburn

1. EXECUTIVE SUMMARY

The Bank Hey Masterplan relates to land allocated for housing in Blackburn with Darwen's Local Plan Part 2 and is located between Heys Lane and Bog Height Road in Blackburn.

The masterplan has been prepared collaboratively with the landowners to guide the layout and form of new housing development on the site. It seeks to create a high quality, distinctive neighbourhood, identifying spatial principles for land use, transport, design and green infrastructure which need to be adhered to in bringing forward development on the site.

Fundamentally, it provides a structure to the development of the whole site and ensures that it is not brought forward in a piecemeal manner.

An Infrastructure Delivery Phasing Plan has also been prepared to support the masterplan which sets out the necessary infrastructure requirements for each phase of development to ensure the site is brought forward in a sustainable manner. Council officers have been fully involved in the masterplanning process, infrastructure requirements and phasing plan for the site.

2. RECOMMENDATIONS

That the Executive Board:

Approves the Bank Hey Masterplan and accompanying Infrastructure Delivery Phasing Plan to inform the comprehensive development of the site for new housing and to ensure the necessary infrastructure is delivered at each phase of development.

3. BACKGROUND

Blackburn with Darwen's Local Plan Part 2 (adopted in December 2015) allocated the Bank Hey site for residential development in order to contribute towards meeting the borough's identified housing requirement over the Plan period to 2026. One of the requirements of the allocation was that the site would be brought forward in line with a masterplan which covers the whole of the allocation. This must be agreed by the Council prior to the granting of planning permission for development on any part of the site.

The preparation of the Bank Hey Masterplan is essential for ensuring that development of the site is brought forward in a comprehensive manner. It will guide new development so that it is successfully integrated with the existing urban area, is delivered in a cohesive manner and it creates a distinctive new neighbourhood.

The masterplan provides spatial principles for land use, transport, design and green infrastructure. Fundamentally, it provides a structure to the development of the whole site and ensures that it is not developed in a piecemeal manner. It has been prepared collaboratively with all landowners.

The masterplan will shape development on the site to achieve high quality design, to retain important features and assets and to be sensitive to its location. It also provides more detailed guidance on the anticipated built form in individual character areas and provides a clear brief in terms of the quality of the development. It is a guide for the preparation of development proposals and a framework against which planning applications for the site will be assessed. It will be an important material consideration in the determination of planning applications on the site.

The masterplan seeks to create a high quality sustainable neighbourhood that is integrated socially and physically with the existing urban area. A number of detailed technical studies have been completed by the landowners, to inform the preparation of the masterplan. These include:

- Topographical survey;
- Phase 1 and initial Phase 2 Site Investigations report;
- Phase 1 Habitats Survey;
- Drainage and Flood Risk Assessment;
- Transport Assessment;
- Air Quality Assessment; and
- Consultation report

Another important role of the document is to coordinate the provision of critical infrastructure which is necessary for achieving the vision for Bank Hey and the delivery of a successful, sustainable place. An Infrastructure Delivery Phasing Plan is included within the masterplan which sets out the required infrastructure for developing the site and the timeframe for its delivery. Council officers have been fully involved in the masterplanning process, infrastructure requirements and phasing plan.

Consultation on the draft masterplan took place between December 2017 and January 2018. The site boundary included in the consultation material included an additional piece of land in the south eastern corner of the site. However, since the consultation took place, the landowner of this portion of the site has requested his site be omitted from the masterplan area. The Bank Hey masterplan boundary now reflects this change, with a corresponding reduction in yield over the masterplan site as a result.

The Local Plan (both Core Strategy & Local Plan Part 2) is currently being reviewed. As the Bank Hey site is still available for development and remains a deliverable site, the site will be included as an allocated housing site in the draft Local Plan which is due to be consulted on in September 2020. This will provide a further opportunity for comments to be submitted on the masterplan and its supporting documents as part of this consultation.

4. KEY ISSUES & RISKS

A number of key issues were raised by residents through public consultation on the masterplan document which took place between December 2017 and January 2018. The masterplan addresses these concerns as set out below:

- **Principle of housing on the site**

The site is allocated for residential development in the adopted Local Plan Part 2 and as a result the principle of development has already been agreed. The masterplan ensures that development of the site happens in a comprehensive rather than piecemeal manner and that any development adheres to the principles included in the masterplan relating to transport, design, drainage and green infrastructure. It also sets out the infrastructure requirements across each phase of development, ensuring the delivery of a successful place.

- **Greenspace and existing features**

Green infrastructure is a strong element in the masterplan. It will provide an overarching framework for new development and will provide separation, often across more steeply sloping land, between housing parcels and accommodates a network of footpaths and cycleways.

The topography of the site, existing woodland and the overhead power lines have been used to inform the green space design. The masterplan includes a central corridor of open space which bisects the site from west to east. This follows the alignment of the overhead power lines. There are other zones of greenspace which link to the central corridor and includes existing blocks of woodland and generally steeper ground. These run through to the southern boundary of the site. In addition, two NEAPs (Neighbourhood Equipped Areas of Play) are proposed in the central greenspace corridor.

- **Education**

Taking into account planned growth set out in Local Plan Part 2, the Council's education department has identified a need for a new primary school to serve new developments in the South Western area of Blackburn. Land has been reserved for a new school on the Gib Lane site which is currently under construction and located close to the Bank Hey development site. As a result, the Bank Hey development will contribute £3.3 million over the 4 phases of development towards the delivery of the school. Further information can be found in the Infrastructure Delivery Phasing Plan appended to this report.

- **Transport & traffic**

As part of the masterplan work, a Transport Assessment has been undertaken to assess the impact developing the site for housing will have on the local highways, and identifies required mitigation measures to be implemented as part of the site's development. A total of £3million in S106 developer contributions will be required to be paid by developers over the four phases in order to contribute towards a new link road at Bog Height Road/ Ashwood Avenue and junction improvement works at A666 Bolton Road/Jack Walker Way. In addition, a number of highway works will be required which will be delivered through S278 agreements.

The land which is necessary to facilitate the construction of the proposed link road and to undertake the junction improvements is in multiple ownership. It is expected that the negotiations can be concluded by agreement but if this cannot be achieved then the Council may need to consider the promotion of a Compulsory Purchase Order. This will form the basis of a separate Report.

A list of the highway mitigation measures to be undertaken as part of the site's development can be found in the Infrastructure Delivery Phasing Plan appended to this report.

- **Drainage**

The masterplan has been informed by a Drainage and Flood Risk Assessment which provides an assessment of the potential risk of flooding. The main flood risk is considered to be overland flow and surface water runoff generated through an overall decrease in site

permeability. Development of the site will need to address this through the introduction of Sustainable Urban Drainage Systems (SuDS) and input from the Council's Drainage team.

5. POLICY IMPLICATIONS

Adoption of the masterplan meets the requirements of Policy 16 in Local Plan Part 2 which requires a masterplan to be agreed by the Council prior to the granting of planning permission for any part of the site. Once adopted, it will become a material consideration when assessing any planning applications on the site.

6. FINANCIAL IMPLICATIONS

There are no financial implications associated with the adoption of the Bank Hey masterplan.

7. LEGAL IMPLICATIONS

If adopted, the masterplan will form a material consideration in the determination of planning applications on the site.

8. RESOURCE IMPLICATIONS

There are no resource implications associated with the adoption of the Bank Hey masterplan.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

The masterplan was subject to a six week public consultation in December 2017. A total of 96 representations were received which informed the masterplan. A Consultation Report, which summarises the comments received through this consultation and the project team's response to these, are appended to this report.

The site will be included as an allocated housing site in the draft Local Plan. The land at Bank Hey Masterplan and accompanying Infrastructure Delivery Phasing Plan will be included as part of the Local Plan supporting documents to evidence that the site is still deliverable and to support the continued allocation for housing in the new Plan. Public consultation on the draft Local Plan is scheduled for September 2020 which will provide a further opportunity for any comments to be submitted regarding the masterplan and Infrastructure Delivery Phasing Plan.

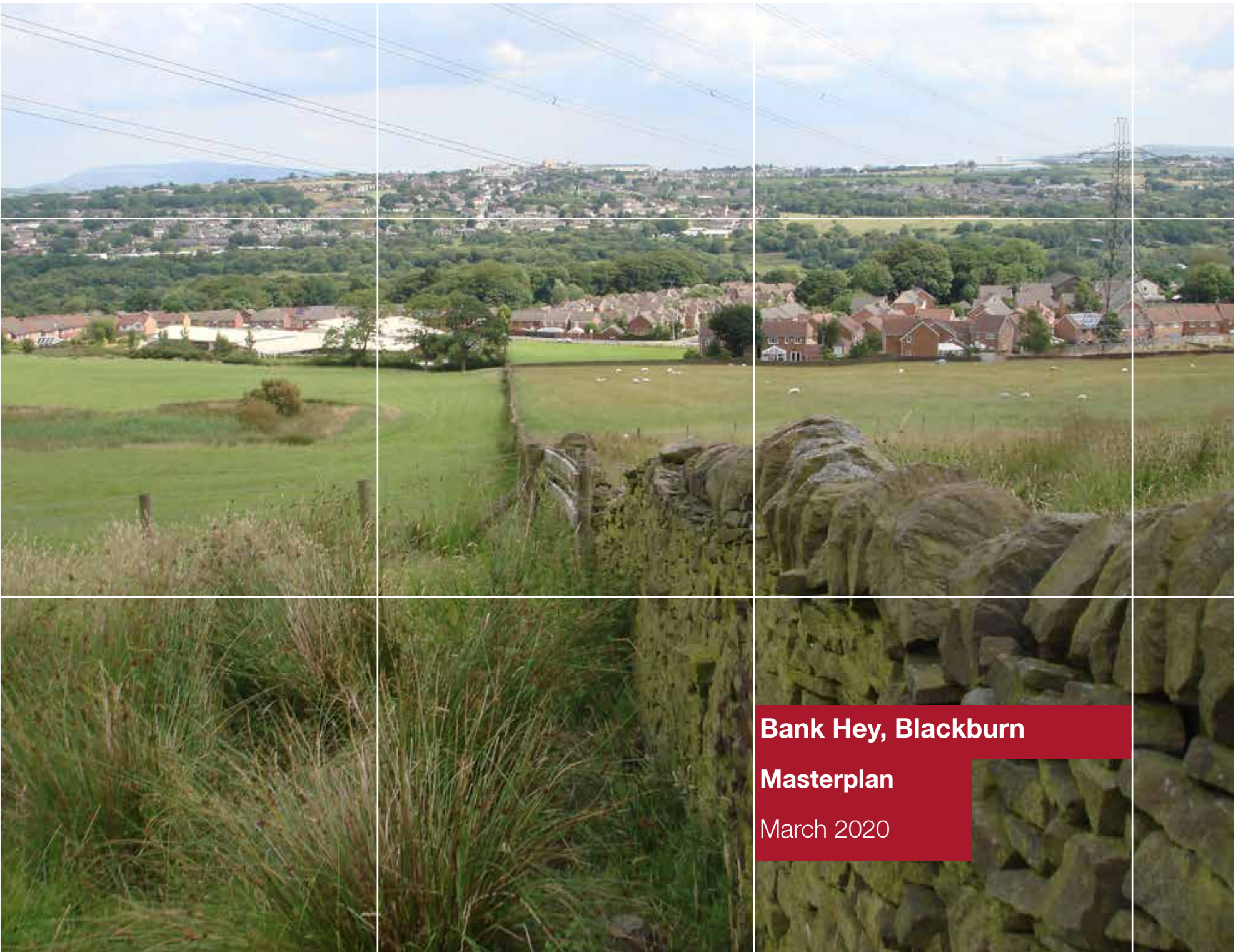
11. STATEMENT OF COMPLIANCE

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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	Laura Ainscow-Gorst, , laura.ainscow-gorst@blackburn.gov.uk
DATE:	12/03/2020
BACKGROUND PAPER:	



Bank Hey, Blackburn

Masterplan

March 2020

Document Control

Originator:		Checked & Authorised by:	
<i>Name of person & qualification:</i> Paul Silcock CMLI		<i>Name of person & qualification:</i> Graham Trewella MRTPI	
<i>Job Title:</i> Senior Landscape Architect		<i>Job Title:</i> Director	
<i>Signature:</i> 		<i>Signature:</i> 	
<i>Project Number:</i> 1225	<i>Report Reference:</i> MP-001-F	<i>Issue Detail:</i> 09/03/2020	



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1. Introduction	5. Masterplan Framework	Appendices
1.1 The Site	5.1 Housing Requirements	Appendix 1 - Development in proximity to overhead power lines
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1.3 Producing the Masterplan	6. Transport Framework	
1.4 Structure of the Masterplan	6.1 Road Design Principles	
2. Planning Policy Context	6.2 Walking and Cycling	
2.1 National Planning Policy Context	6.3 Travel Plans	
2.2 Core Strategy	6.4 Parking	
2.3 Local Plan Part 2: Site Allocations and Development Management Policies	7. Green Infrastructure	
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4. Vision and Objectives		
4.1 Vision		
4.2 Objectives		

01 Introduction

The land between Heys Lane and Bog Height Road (the site) is allocated for housing development in the Blackburn with Darwen Local Plan Part 2. The plan estimates that around 315 houses could be built on the site by 2026 and acknowledges that housing development is expected to continue beyond 2026.

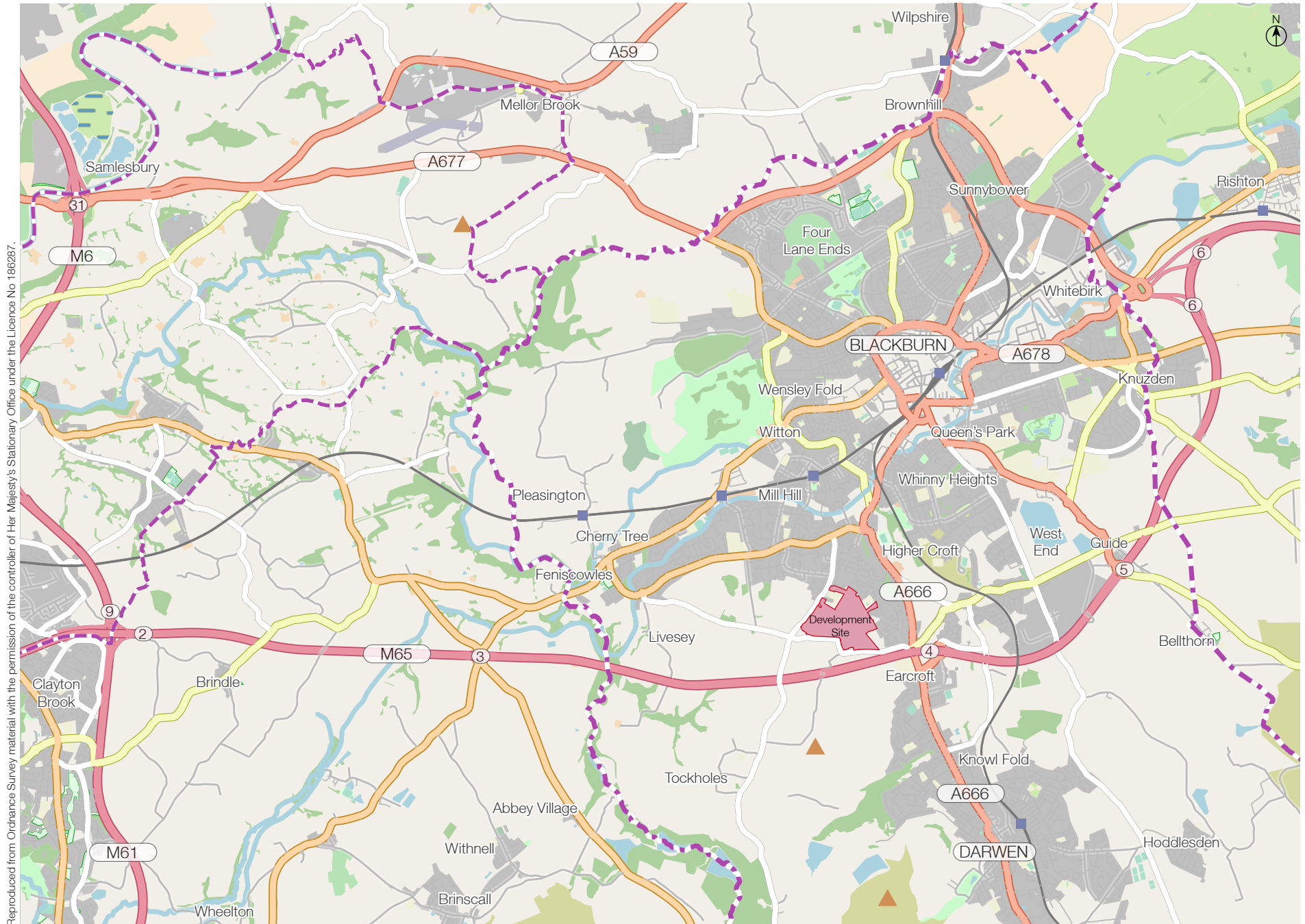
The Local Plan Part 2 was adopted in December 2015. Along with the previously adopted Core Strategy (Local Plan Part 1), it aims to shape the future development of Blackburn with Darwen in order to create jobs, attract and retain a skilled labour force, and strengthen the Borough's competitive position in the North West. It identifies strategic land allocations which are essential to delivering these objectives and sets out development management policies which will be used when assessing planning applications.

The Local Plan requires the site to be brought forward in line with a masterplan. This must be agreed by the Council prior to the granting of planning permission for development on any part of the site.

This document presents the Bank Hey masterplan. It provides guidance for the development of the site and will be used to inform the determination of planning applications.



View of existing trees adjacent to Bog Height Road



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Figure 1 - Location Plan

01 Introduction

1.1 The Site

The site is located on the southern edge of Blackburn, approximately three kilometres from Blackburn town centre and 600 metres west of junction 4 of the M65 motorway. It comprises around 41 hectares of largely agricultural land which is used principally for grazing. The site is bordered to the north and east by existing residential areas. The western boundary is formed by Heys Lane, beyond which lies agricultural land and then the Gib Lane development. The southern boundary of the site is formed by Bog Height Road, beyond which lies the M65 motorway, the West Pennine Moors and the town of Darwen. The site boundary is shown in Figure 2.

The site is rural in character but adjoins the suburban fringe of Blackburn. It comprises a series of enclosed fields. Gritstone walls, trees and hedges define the edge of the site and field boundaries.

The site rises significantly from the north and east towards the south-west. There are panoramic views from the site at the highest point.

The site is in five separate ownerships, as shown in Figure 3.

1.2 Purpose of the Masterplan

The preparation of a masterplan is essential for ensuring that development on the site is brought forward in a comprehensive manner. It will guide new development so that it is successfully integrated with the existing urban area, is delivered in a cohesive manner and it creates a distinctive new neighbourhood consistent with the Pennine countryside.

The masterplan provides spatial principles for land use, transport, design and green infrastructure. Fundamentally, it gives a structure to the development of the whole site and ensures that it is not developed in a piecemeal manner.

Another important role of the document is to co-ordinate the provision of critical infrastructure which is necessary for achieving the vision for Bank Hey and the delivery of a successful place. The masterplan will shape development on the site to achieve high quality design, to retain important features and assets and to be sensitive to its location. It also provides more detailed guidance on the anticipated built form in individual character areas and provides a clear brief in terms of the quality of the development.

The masterplan bridges the gap between the strategic policy aspirations set out in the Local Plan and the detailed development proposals that will be the subject of specific planning applications. It is a guide for the preparation of development proposals and a framework against which planning applications for the site will be assessed. It will be an important material consideration in the determination of planning applications.

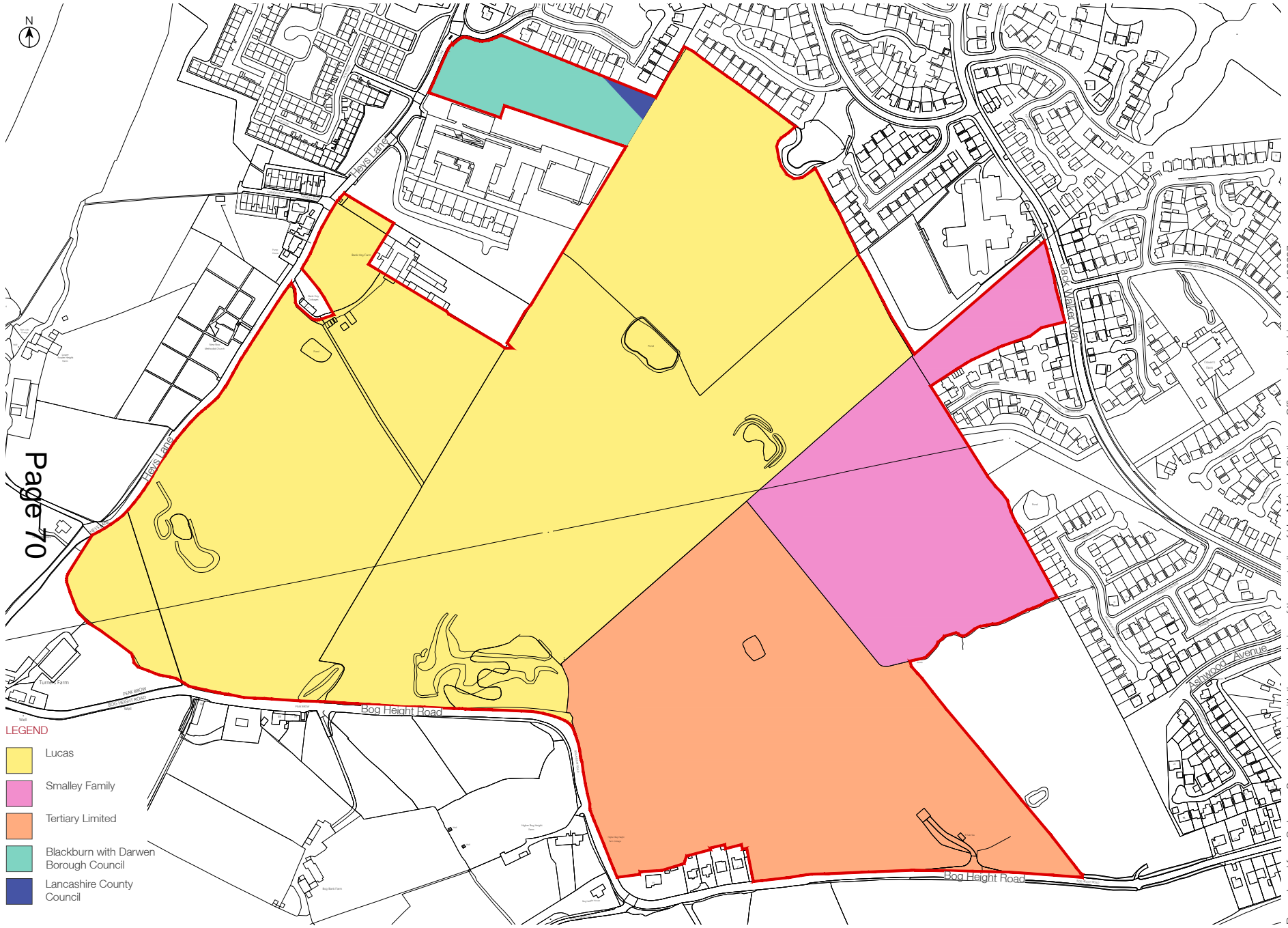


View south east of the site from Jack Walker Way



Map Data © 2019 Google

Figure 2 - Aerial Photograph



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Figure 3 - Site Ownership

01 Introduction

1.3 Producing the Masterplan

The project team has worked in collaboration with the owners of the land and with Blackburn with Darwen Council to develop this masterplan for the site.

The masterplan is informed by a series of detailed technical studies which have been completed to provide a robust evidence base. These include surveys and reports to examine specific features of the site and to assess the potential impacts of development in this location:

- Topographical Survey
- Phase 1 and Initial Phase 2 Site Investigation Report
- Phase 1 Habitat Survey,
- Drainage and Flood Risk Assessment
- Transport Assessment
- Air Quality Assessment
- Consultation Report

A summary of this background evidence is provided in Section 3.

The process of producing the masterplan has included public consultation. This has been an important part of the process which has highlighted matters that are of particular local concern.

A public exhibition took place on the 7th December 2017. Feedback was received for a period of six weeks after this date.

A total of 96 representations were received during this consultation period. A report summarising the comments received and the response of the project team to frequently asked questions has been assembled. This report has been published alongside the masterplan.

The key concerns raised by local people fall under a number of headings:

New Housing

- Concentrate development on brownfield sites rather than edge of town locations.
- New housing could overlook and overshadow existing properties.

Greenspace and Existing Features

- Can existing features such as woodland and dry stone walls be retained?
- Who will maintain the green spaces?
- There is a need to protect habitats that are important for wildlife.

Local Amenities

- The impact on local schools which are already oversubscribed.
- Increased pressure on health services.

Transport and Traffic

- The capacity of Heys Lane and Bog Height Road to accept the traffic generated by new development.
- Concerns about the new link between Bog Height Road and Ashwood Avenue, particularly in relation to impacts on Jack Walker Way and its junction with the A666.
- Parking issues around the Redeemer primary school.

Drainage

- The drainage proposed on the site will need sufficient capacity to ensure that neighbouring properties are not flooded or affected in any way.
- The drainage network on the site and the watercourses that lead from the site will need to be properly maintained.

01 Introduction

1.4 The Structure Of The Masterplan

The masterplan has three main sections. The first section provides additional context and background information about the site. Specifically, Chapter 2 provides an overview of the national and local planning policy context and Chapter 3 summarises the key issues that emerged from the evidence base prepared to support the masterplan.

The second section of the masterplan establishes the principles that will guide the development of the site. Chapter 4 sets out a strategic vision for the site and identifies a number of development objectives. The masterplan framework itself, which is the overarching plan to guide the quantum and layout of development across the site, is set out in Chapter 5. The subsequent chapters provide key guiding principles in relation to transport (Chapter 6), green infrastructure (Chapter 7) and the approach to built form and public realm (Chapter 8).

The final section of the masterplan is a framework for delivery. Chapter 9 sets out the planning application requirements for development proposals on the site, identifies infrastructure requirements to support the development and incorporates a phasing plan showing the proposed sequence of development. This chapter also provides details of how local infrastructure will be improved in a co-ordinated and phased way.



View from within the site looking north east towards the Fernhurst estate

02 Planning Policy Context

2.1 National Planning Policy Context

The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how these are expected to be applied.

A core principle of the NPPF is to proactively drive and support sustainable economic development to deliver the homes, infrastructure and thriving local places that the country needs. It seeks to boost significantly the supply of housing and widen the choice of high quality homes and requires local planning authorities to identify key sites which are critical for meeting the objectively assessed needs for market and affordable housing in their area.

The NPPF also emphasises the importance of securing high quality design and recognises that good design is a key aspect of sustainable development and is indivisible from good planning. The Framework highlights the importance of planning positively for the achievement of high quality and inclusive design for all development, including individual buildings, public and private spaces and wider area development schemes. It recommends that local character should be respected and reinforced to reflect local distinctiveness whilst not preventing or discouraging innovative development which raises the standard of design within an area.

The national Planning Practice Guidance provides further advice on securing high standards of design in new development. It emphasises the importance of successfully integrating new development with its surrounding context and encourages new development to be distinctive. It needs to respond to natural features and locally distinctive patterns of development, incorporate attractive and well-connected permeable street networks and integrate a system of easily accessible open and green spaces.

The Planning Practice Guidance also recognises that masterplans can be important tools for achieving good design. It notes that masterplans can set out a strategy for a new development including its general layout and scale and can be used to set the most important parameters for an area such as the mix of uses, requirements for open space or transport infrastructure, the amount and scale of buildings and the quality of buildings.



Existing greenspace off Jack Walker Way



Highpoint marker post

02 Planning Policy Context

2.2 The Core Strategy (Local Plan Part 1)

The Core Strategy provides an overarching planning document for Blackburn with Darwen. It sets priorities for the future development of the Borough for a 15 to 20 year period, including how much and what types of development there should be, where it should be focused, when it is likely to take place, and how it will be delivered.

The Core Strategy seeks to provide for the development of approximately 9,000 new houses between 2011 and 2026 and contains a Targeted Growth Strategy (Policy CS1) which seeks to direct the majority of new development in the Borough to the urban areas of Blackburn and Darwen.

The strategy does, however, recognise that there is a finite supply of land for development in the urban area and that the continued concentration of development in this area is unlikely to be sustainable. It also acknowledges there may be insufficient development sites in the urban area that are capable of supporting the Council's aspirations for delivering more high quality housing of a type which may require the use of land in attractive settings.

The Core Strategy therefore identifies a potential need for some growth in the urban area during the Plan period and, if necessary, a limited number of small scale urban extensions. The Core Strategy states that any changes to the urban boundary will be determined through a Site Allocations and Development Management Policies Plan. Core Strategy Policy CS5 indicates that the first preference for locating any urban extension sites will be on land not currently in the Green Belt.

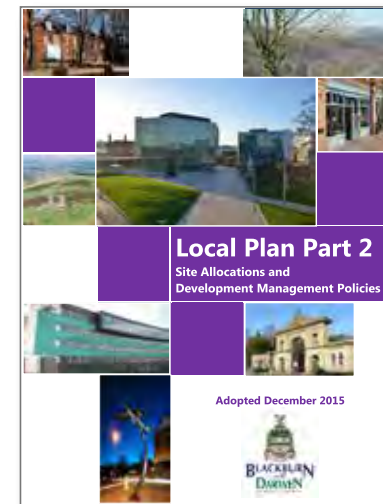
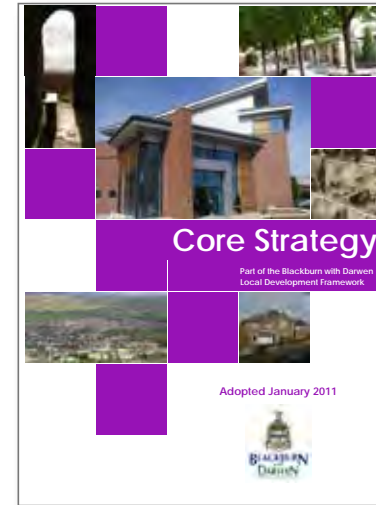
2.3 Local Plan Part 2 : Site Allocations and Development Management Policies

The Local Plan Part 2 was adopted in December 2015. It is based on the development strategy contained in the Core Strategy and seeks to support its implementation by identifying strategic land allocations that are essential for delivering Blackburn with Darwen Council's objectives.

The Part 2 Plan identifies a series of sites which are considered to be central to the delivery of the Council's overall strategy for new housing, including key sites in urban regeneration areas, major urban sites and a number of urban extensions.

The land to the east of Bank Hey is an urban extension site that has been identified in the Local Plan Part 2 as a housing allocation. It estimates that 315 houses could be built on the site by 2026 but acknowledges that housing development is expected to continue beyond 2026. A number of key development considerations are identified for the site, including the need for development to minimise impacts on the countryside, to protect important landscape features and to control surface water run-off.

The development considerations also require that the housing should be brought forward in line with a masterplan to be agreed by the Council prior to the granting of planning permission for any part of the development.



Site 16/10 - Land east of Heys Lane Blackburn



Key Development Considerations:

1. This site is to be brought forward in line with a masterplan taking account of site 16/9 West of Gib Lane and the area south of Broken Stones Road previously granted planning permission for a holiday lodge complex. The masterplan must be agreed by the Council prior to the granting of planning permission for any part of the site.
2. The site adjoins the West Pennine Moors, and will be required to be designed so as to minimise the impact of development on the countryside, and to enhance access to the countryside.
3. Protection of the setting of designated heritage assets – there is a listed building adjacent to the western boundary of the site on Heys Lane and Bog Bank Farmhouse, a Grade II listed building, is located close to the site. Any development proposal should conserve the setting and significance of the listed buildings.
4. Incorporation of overhead lines into design masterplan. Statutory safety clearances between overhead lines, the ground, and built structures must not be infringed.
5. United Utilities are unable to supply water to properties at this location above 180 metres, investment in a pumped supply or dedicated service reservoir would be required.
6. A contribution is required towards the provision of additional primary school capacity.
7. Contribution towards necessary local highways improvements.
8. Potential ecological impacts should be considered due to the greenfield nature of the site, and important features, such as woodland and hedgerows, protected.
9. Completion of appropriate ground investigation works to establish the extent of any ground contamination and whether any mitigation measures are required. There is infilled land in the area, and a known landfill on site.

02 Planning Policy Context

2.4 Supplementary Planning Documents

A number of Supplementary Planning Documents (SPD) have been prepared to provide additional detail to policies set out in the Local Plan. These give additional, more detailed planning guidance on specific issues. Those of relevance to the land to Bank Hey include:

Residential Design Guide Supplementary Planning Document

The SPD provides targeted advice to enhance the quality of new homes and residential places across the borough. It seeks to ensure that new development reflects the area's special character and promotes the highest standards in design. The SPD also aims to ensure that the new homes and residential places in the borough are on a par with, or even exceed, the most attractive and popular historic residential areas in Blackburn, Darwen and the outlying villages.

Green Infrastructure and Ecological Networks Supplementary Planning Document

This relates to the protection, improvement and creation of green infrastructure and ecological networks. It aims to make the most of opportunities to enhance the natural environment.

The SPD identifies significant parts of the site as Stepping Stones. These are areas of local ecological importance and areas of priority habitat. The masterplan will need to recognise this ecological role and maintain natural corridors which link the site to surrounding areas and create long term, continuous areas of habitat. Unbroken corridors of natural habitat which is suitably managed will go some way to an overall net biodiversity gain at the site.

Other Guidance

1. Borough Design Guide

Although this is no longer a formally adopted SPD as it hangs off former Local Plan policies, the information in it remains useful guidance which should inform planning policy. The guide outlines a series of principles for securing high quality urban design and provides general guidance to promote better design on individual sites/developments. The guidance is not intended to provide design solutions for every eventuality. Instead it seeks to raise awareness of good design and encourages an innovative design-led approach to development.

2. Nationally Applied Guidance

Reference should also be made to design guidance that is applicable across the United Kingdom as a whole. Particular examples are Building for Life 12 and the National Design Guide which aim to secure new housing which is attractive, functional and sustainable. Also important is Secured By Design which aims to minimise the risk of crime through well conceived developments.



Existing sloping topography



Distant view of Darwen Tower

03 Evidence Base

A wide range of technical studies have been produced to provide a robust base for the preparation of the masterplan. These studies provide a thorough appraisal of the site and its strategic context and highlight a number of physical and environmental constraints and opportunities which will influence the future development of the site.

This evidence base provides a foundation that has helped to shape the masterplan and the development. A summary of the key findings of this work, and the implications for the masterplan, is provided below.



View north west towards Heys Lane



View south showing the site topography



View south west towards Bog Height Road



View along northern boundary

03 Evidence Base

3.1 Topography

The character of the landscape changes from north to south. In the north, the land is gently sloping with a more enclosed character. To the south the slopes steepen, rising to a high point on the boundary with Bog Height Road.

The site slopes from its lowest point at the northern corner at around 154m AOD generally towards the southern boundary. The site reaches its highest point of 226m AOD on the southern boundary adjacent to properties 87 and 88 Bog Height Road.

It is important to ensure that there is a considered response to the topography of the site. In particular, development should take full account of topography and respond to the characteristics of the site.

3.2 Ground Conditions

Terra Consult Limited has carried out a preliminary site investigation (desk study) and has followed this with an initial intrusive site investigation. The conclusions which arise from this work are set out in a Phase 1 and Initial Phase 2 Site Investigation Report. This has informed the preparation of the masterplan.

The report identifies that potential sources of contamination are likely to be associated with the landfill and made ground in the central southern sector of the site. The findings of the exploratory boreholes and changes in topography have been used to estimate the extent of landfill material. It is likely that the landfill material will need to be processed but further investigation is recommended to characterise the material. Chemical analysis so far of soil samples from the landfill area have shown that there are no concentrations of contaminants which are of concern for the housing proposal. Surface water samples show very low concentrations of contaminants. There is no indication that landfill material is causing a deleterious effect to water quality. Notwithstanding this, more detailed investigation is recommended and a full Remediation Strategy will be required.

Beyond the area of landfill there are natural materials with layers of topsoil, glacial fill and bedrock (mainly sandstone and local zones of mudstone). The site investigation report provides guidance on geotechnical design, foundations and other environmental requirements across the different parts of the site.



Existing overhead power lines



Existing boundary trees along Bog Height Road

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Figure 4 - Site Topography

03 Evidence Base

3.3 Flood Risk

An assessment of the potential risk of flooding has been undertaken in accordance with the requirements of the National Planning Policy Framework-Technical Guidance and local flood assessment documentation, including the Blackburn with Darwen Local Flood Management Strategy and Stage 2 Strategic Flood Risk Assessment. The main flood risk is considered to be overland flow and surface water runoff generated through an overall decrease in site permeability.

The potential flood risk associated with overland flow from the surrounding external catchment area impacting upon the site can be considered as negligible, although overland flow from greenfield open-space within the developable land boundaries may need to be intercepted and conveyed to appropriate drainage controls to prevent impacts upon the proposed housing. The design of drainage to intercept surface water runoff from any public open spaces should be undertaken as part of the further detailed surface water drainage design to ensure that the surface water drainage strategy for the proposed housing will not be adversely influenced under extreme rainfall conditions.

Flood mapping for planning from the Environment Agency shows the proposed development site to be fully in Flood Zone 1, with the risk of flooding to the development of the site from all other sources (fluvial,

groundwater and sewer) considered to be low or negligible. There have been no recorded instances of historic flooding at the site.

The proposals for managing surface water run-off from the proposed development are based on no increase in flow rates of surface water discharged into the local sewerage system or drainage network. Attenuation of increased surface water volumes will be provided where necessary to ensure that flows are reduced to external areas to an acceptable Greenfield rate for all events up to and including the 1 in 100 year + 40% climate change rainfall event. The drainage strategy shows that all runoff generated within the housing areas can be managed and attenuated on site, up to and including the 1 in 100 year + 40% climate change rainfall events. (There is no flooding of the conceptual surface water drainage for the 1 in 30 year + 40% climate change rainfall events.)

The final design of the drainage network will be in accordance with criteria set by the Environment Agency and lead local flooding authority, who in this instance will be Blackburn with Darwen Council. The proposed development will not increase flood risk to the site or to third party land provided that the suggested mitigation measures proposed within the Flood Risk Assessment and Surface Water Drainage Strategy are implemented.

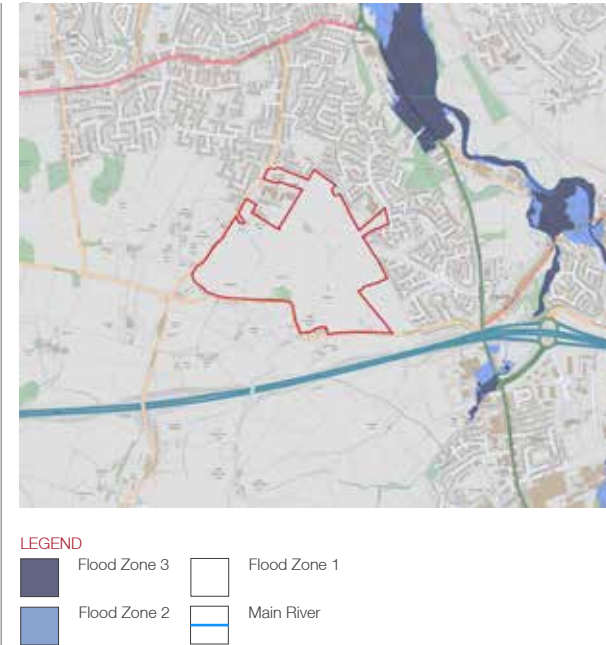


Figure 5 - Environment Agency Flood Risk Map

03 Evidence Base

3.4 Landscape and Visual Assessment/ Views

The site adjoins the urban area and is bordered to the east and north by existing residential development. The site is not subject to any formal local or statutory landscape designations.

The site is rural in character and comprises sloping pasture contained by field boundaries. These are formed by gritstone walls, mature and semi-mature trees and hedges.

The site is predominantly open in character but

there are wooded areas and tree belts across the site, notably on the southern boundary close to Bog Height Road. These are valuable landscape features which contribute to the character of the area and the development should seek to retain and enhance these features to help integrate it with the local landscape.

There are prominent views towards the site from the surrounding area and the topography of the site provides opportunities for broad panoramic views in all directions. At the southern part of the site in

particular, there are far reaching views south to the more elevated areas of the West Pennine Moors and to prominent landmarks such as Darwen Tower. There are panoramic views of Blackburn to the north.

The development should seek to capitalise upon these views but the siting of buildings and infrastructure should also be carefully conceived to account for the long distance views towards the site from the surrounding area.



Panoramic view looking north west



Panoramic view looking north towards Blackburn



Panoramic view looking north east towards the Fernhurst estate



Panoramic view looking south west over existing grazed pasture



Panoramic view looking north from the high point adjacent to Bog Height Road



Panoramic view looking south east from the public footpath adjacent to Bank Heys Cottages

03 Evidence Base

3.5 Ecology

The southern portion of the site is dominated by poor semi-improved pasture and marshy grassland with the ground sloping, often steeply to the north. Two small areas of low ecological value woodland are located within this area, one growing on flat ground along the southern perimeter and the second on sloping ground to the north-east. Habitat occurring on steeper, non-wooded slopes is species poor acid grassland.

The northern portion of the site is characterised by flatter ground and is dominated by improved pasture together with sections of hedgerows and linear scrub. There are a number of scattered ponds together with field drains and ditches and a section of watercourse which follows a natural course. Scattered mature trees occur around much of the perimeter.

There are no statutory environmental designations covering the site, although it falls within the impact zone of the West Pennine Moors Site of Special Scientific Interest (SSSI), located approximately 2 km to the south and is adjacent to Higher Bog Height Pasture Biological Heritage Site (BHS).

A significant part of the site is identified as Stepping Stones. These are areas of ecological importance and, as such, Policies 9 and 40 of the Local Plan Part 2 (page 12) should be taken into account. There is an emphasis on preserving the most significant habitats, maintaining the integrity of ecological networks and creating new habitats, including multi-functional public open space.

Future ecological surveys at the planning application stage should focus on assessing the value of the site for ground nesting birds and determining the presence of legally protected species, including great crested newts, bats and slow worms, together with notable species such as brown hare and hedgehog.

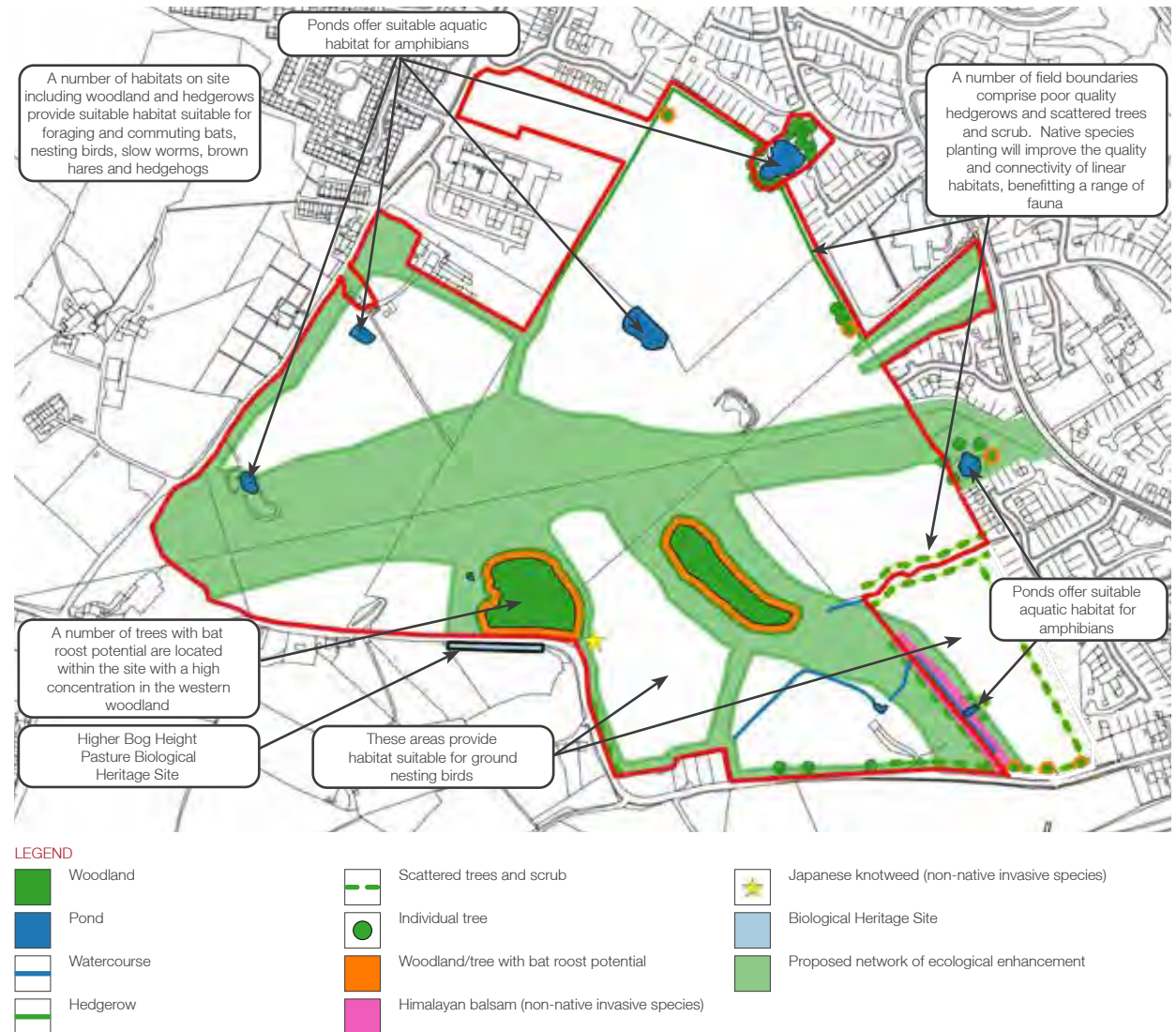


Figure 6 - Ecological Constraints and Opportunities Plan

03 Evidence Base

3.6 Traffic and Transportation Analysis

The development is divided into eight plots of land. The plots can be served by up to six new points of access onto the surrounding road network. Pedestrian and cycle only accesses will be provided throughout the site, connecting all plots. The development will be permeable for pedestrians and cyclists from all directions. The development will incorporate many new routes for leisure walking by making the whole site accessible by all for the first time.

The initial phase of development will be supported by two new points of access for pedestrian, cycle and vehicular movement. The first access point will be located just to the south of Redeemer School on Jack Walker Way and to the north of Water Meadows. It will take the form of a simple priority junction and will extend the shared cycle/footway infrastructure currently provided. Traffic regulation orders may be required to ensure that occasional parking at pick up and drop off times for the school does not impact on visibility splays out of the junction. The second point of access into the first phase of residential development will be taken from Moorland Road to the north of Eden School. Moorland Road connects to Heys Lane via an existing mini roundabout junction.

Capacity assessments have been undertaken at a number of off-site junctions around the development site. The assessments show that at the majority of the junctions there is either sufficient spare capacity to accommodate the proposed development or the development will not have a material impact on the operation of these junctions.

The junctions which operate close to or at capacity either currently or with the proposed development in place are discussed below alongside any proposed improvements:

1 Livesey Branch Road / Heys Lane Junction

The mini roundabout junction of Livesey Branch Road with Heys Lane requires improvements which are to be agreed.

2 Bog Height Road junction with the A666 Bolton Road

The Bog Height Road junction with the A666 Bolton Road is predicted to operate over capacity in the AM peak period with development traffic from the committed Gib Lane and Sappi Paper Mill residential developments alone. Blackburn with Darwen Council (BwD) have collected contributions from the Gib Lane developer towards the mitigation of traffic impacts at this location.

The BwD preferred strategy for the mitigation of the impact of committed development traffic at this junction is the provision of a new link road connecting Bog Height Road to Ashwood Avenue. This would bypass the eastern section of Bog Height Road.

Without the link road or any other form of mitigation at this junction assessment suggests that development of up to 455 units on the site should be realised without significantly worsening the level of service at this junction.

3 Jack Walker Way / A666 Bolton Road (northern junction)

The Jack Walker Way (N) junction with the A666 will accommodate future levels of peak hour demand with committed development traffic allowed for and Bank Hey built out. However, this is dependent on improvements being undertaken.

A standard roundabout with improved pedestrian crossing facilities will offer the optimum level of service for vehicular traffic. There is no requirement for land outside existing adopted highway boundaries, or for any physical widening of the carriageway.

4 Jack Walker Way / A666 Bolton Road (southern junction)

The Jack Walker Way / A666 Bolton Road (southern junction) operates within capacity without the link road in place and the Bank Hey development built out to 455 units. There would be a need for interim improvements to be undertaken, entirely within adopted highway land, which would take the form of creating two right turn lanes out of Jack Walker Way and the necessary accommodation works associated with that provision.

With the link road in place, and the full build out and occupation of all units on the site, the reassignment of existing and committed development traffic from Bog Height Road through this junction will create capacity issues without further additional improvement. An improvement scheme has been tested in this location which shows that the junction will continue to operate within capacity in 2030 with the full development and

03 Evidence Base

the link road in place. This scheme takes the form of additional widening into Jack Walker Way to lengthen the double right turn facility and widening into the western verge of the A666 south of Jack Walker Way to create separate left turn and ahead lanes.

3.7 Services and Utilities

The incoming services to the development will be obtained from the existing electricity, gas, water and telecommunications networks around the site. The utility companies will confirm what requirements they have to ensure that there is sufficient capacity within the distribution networks in the area to serve the developments.

In all instances the incoming services will be routed under pavements or designated service strips to the side of roadways or footways to be adopted in compliance with current Council highway design guidance. All roadway crossings will be ducted with additional ducts installed to allow the future installation of services without excavation of the finished road surfaces.

The surfaces will be arranged generally as detailed in the National Joint Utilities Group design guidance and to the requirements of the utility providers.

Electricity, gas and water meters will be located in meter boxes and be easily accessible to allow them to be read, maintained and isolated when necessary. The meter boxes will, where possible, be flush mounted on the outside, flank wall of all properties.

Power

It is anticipated that the power supply will be obtained at 11,000 volts. Connections will be gained from existing substations. The high voltage ring main cables will be routed along the spine roads to serve new 11,000 to 400 volt substations located within the development areas. The low voltage distribution to individual properties will be obtained from the sub stations and routed under pavements or in

verges. Duct crossings will be installed as part of the infrastructure works to allow the distribution cabling to be installed without excavation of roadways.

Gas

Supplies will be taken at medium pressure to the site along the verges adjacent to the main access roads into the site. The primary mains will be routed through the development following the spine road network. Pressure reducing sets will be located within the development areas within purpose built enclosures. Gas supplies will be routed to the individual property meters at low pressure from the pressure reducing sets.

Telecoms

The development will be serviced for telecommunications from the existing infrastructure that runs past the site on Heys Lane and Jack Walker Way. Ducting, cabling and service pillar(s) will be installed as part of the infrastructure works along the development spine roads to allow for the final cabling to the properties once constructed.

Water

The development will be serviced from existing water mains located to the west of the site on Heys Lane and to the east on Jack Walker Way.

The water main pipework will be extended from the point of connection through the site following the spine road network. Provision will be made for connections from the main to the meters at the individual properties. The new main will be made live once a firm load is on line to avoid contamination or legionella problems.

03 Evidence Base

3.8 Green Space Analysis

New residential development will contribute towards the provision of high quality open space. The nearest public open space is Lower Darwen Recreation Ground, approximately 500 metres to the east of the site. The neighbourhood more generally is currently deficient in access to parks and gardens and amenity greenspace.

The site is close to open countryside. Two public rights of way run across the site. There is an exceptional opportunity to link new (and existing) development to the broader public rights of way network.

There are also opportunities to provide large areas of open space within the development. The new open space will need to account of the overhead power lines, the topography and areas of woodland. The greenspace will include footpaths and cycleways, areas of landscape planting, the sustainable drainage infrastructure and equipped play areas, possibly in the form of linear trails.



Public right of way adjacent to Bank Heys Cottages

03 Evidence Base

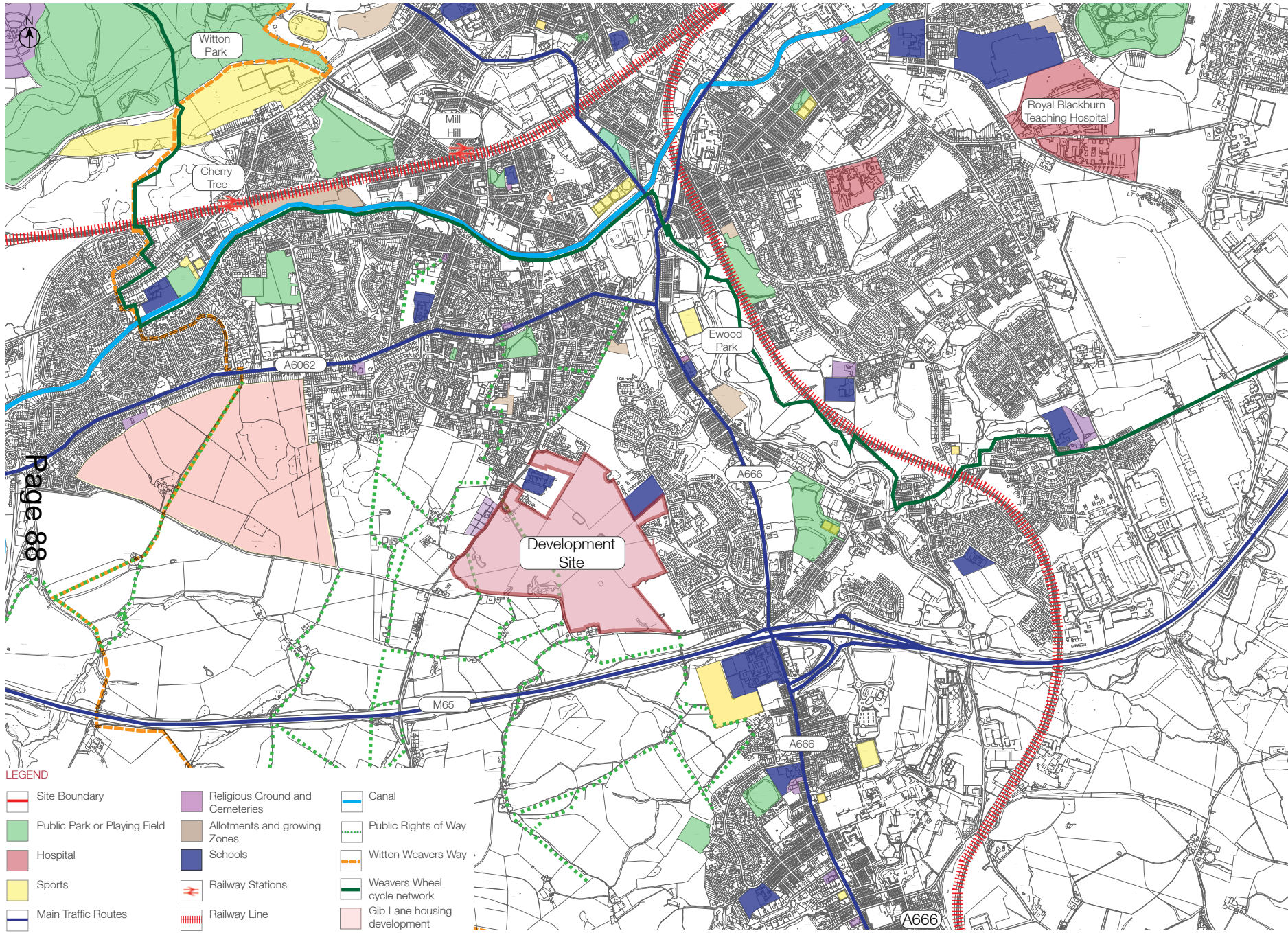
3.9 Educational Needs

Taking into account the planned growth which is set out in the Local Plan Part 2, the Local Education Authority has identified a need for a new primary school to serve new developments in the south western sector of Blackburn. Land has been reserved at the Gib Lane development. The options to increase primary school capacity are either a contribution to the new school at the Gib Lane development or a contribution to assist in funding the expansion of another primary school.

Secondary school places have been provided through the Building Schools for the Future programme. This has been calibrated to support projected population growth. Planning for secondary education is carried out across a wider geographical area and, as such, it is less sensitive than primary education provision to the location of new development. There is sufficient capacity in secondary schools in the borough to support the new development at the present time. This will be kept under review.



The Heights Free School



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- LEGEND**
- Site Boundary
 - Public Park or Playing Field
 - Hospital
 - Sports
 - Main Traffic Routes
 - Religious Ground and Cemeteries
 - Allotments and growing Zones
 - Schools
 - Railway Stations
 - Railway Line
 - Canal
 - Public Rights of Way
 - Witton Weavers Way
 - Weavers Wheel cycle network
 - Gib Lane housing development

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Figure 7 - Site Context

03 Evidence Base

3.10 Character Area Appraisal

Natural England's National Character Areas (NCAs) is an assessment which identifies places that share similar landscape characteristics and which follow natural lines in the landscape rather than administrative boundaries, making them a good framework for decision-making. The site lies within NCA 35 Lancashire Valleys.

Key Characteristics are:

- Field boundaries are regular to the west and more irregular to the east. They are formed by hedges with hedgerow trees and by stone walls and post and wire fences at higher elevations.
- Farmed land is predominantly pasture for grazing livestock, with areas of acid and neutral grassland, flushes and mires.
- Small, often ancient, broadleaved woodlands of oak, alder and sycamore extend along narrow, steep-sided cloughs on the valley sides.
- There are many examples of proto-industrial heritage, including lime hushing, important turnpike and pack-horse routes involved in the early textile trade and rural settlements with handloom weavers' cottages.
- There is evidence of a strong industrial heritage associated with the cotton weaving and textile industries, with many common artefacts such as mill buildings, mill lodges and ponds and links to the Leeds and Liverpool Canal.
- The many towns, including Blackburn, which developed as a result of the Industrial Revolution give the area a strong urban character.
- Robust Victorian architecture of municipal buildings contrasts with the vernacular sandstone

grit buildings of the quiet rural settlements on the valley sides.

- Numerous communication routes run along the valley bottoms, including the Leeds and Liverpool Canal, the Preston–Colne railway and the M65 motorway.
- Scattered villages and hamlets on valley sides are comprised of older sandstone grit buildings, often of the longhouse type and isolated rows of stone terraced houses are perched at precarious angles on the steep slopes.
- Species-rich hay meadows are becoming less common throughout the area with the application of modern agricultural techniques.
- Historic farm buildings are still visible today. They either remain in their original isolation or have been subsumed in later urban growth. Linear and dispersed farmstead groups predominate, with some courtyard steadings developed from the late 18th century when arable farming increased. There are field barns for cattle on higher ground.

This general characterisation of the open land at the edge of Blackburn has been supplemented with a more detailed examination of the key features that are local to the site.



New Row Methodist Church on Heys Lane



Existing drystone field boundary walls

03 Evidence Base

3.11 Character Area Appraisal

Bog Height Road

The eastern section of Bog Height Road towards the A666 junction is defined by a double row of terraced cottages. They are sandstone faced with slate roofs, stone lintels, sills and door frames.

Beyond the cottages lies an area dominated semi-detached houses, rendered with red tile roofs. The front curtilages are defined by low level brick walls and piers.

Further west along Bog Height Road the character moves from urban to rural with properties more dispersed and either individual buildings or small clusters. These are generally set back from the highway and in some instances are screened by hedgerows and boundary treatments. Towards the junction with Heys Lane lies a group of stone cottages. These sit on the ridge line and have panoramic views of the countryside and Blackburn itself. These properties are close to the highway with a limited area of front curtilage of around three metres in depth.



View east along Bog Height Road



Cottages 87/88 Bog Height Road



View south from entrance to Bog Height Farm



Cottages near to the junction of Bog Height Road and the A666

03 Evidence Base

3.12 Character Area Appraisal

Heys Lane

Heys Lane is narrower in width than Bog Height Road and is flanked by drystone walls and hedgerows on both sides giving an enclosed feel. Travelling north from the junction with Bog Height Road the route is rural in character.

One property of note is the New Row Methodist Chapel, an early 19th Century purpose-built detached Chapel of two storey appearance. The building is located within a large tree fringed graveyard. The exterior walls are render finished with a roof clad in slate. The building is currently vacant and not in use. It is Grade II listed.

Beyond the Chapel are blocks of traditional stone terraced cottages and individual properties. The northern section of Heys Lane, closest to Livesey Branch Road, is the edge of the main urban area. This area contains a range of properties from social housing to detached properties with a suburban character.



03 Evidence Base

3.13 Character Area Appraisal

Fernhurst Estate

To the north east of the site lies the Fernhurst Estate. This is also of a suburban character and consists of a mix of house types and styles. The exterior walls are predominantly faced in brick. They have tiled roofs. The estate is generally open plan but with curtilages at key junctions defined by low level brick walls.



View north east down Ashwood Avenue



Junction of Jack Walker Way with Winter Meadows



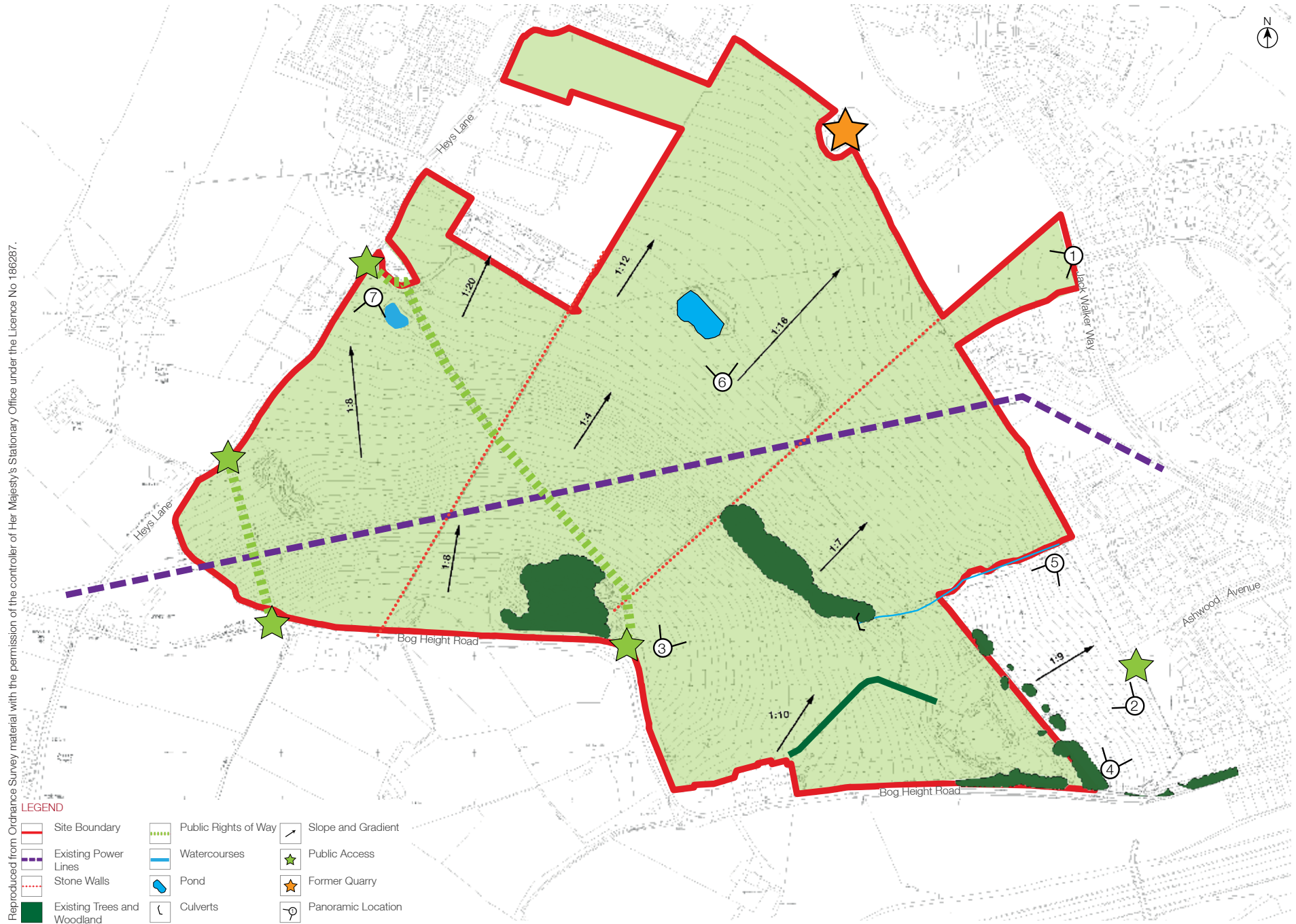
View north west along Jack Walker Way



View south east along Jack Walker Way



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LEGEND

- | | | |
|-----------------------------|----------------------|--------------------|
| Site Boundary | Public Rights of Way | Slope and Gradient |
| Existing Power Lines | Watercourses | Public Access |
| Stone Walls | Pond | Former Quarry |
| Existing Trees and Woodland | Culverts | Panoramic Location |

Figure 8 - Site Analysis

04 Vision and Objectives

4.1 Vision

The Bank Hey site will be developed as a high quality, sustainable neighbourhood that is integrated socially and physically with the urban and rural areas that surround it.

New development will have a strong local identity. It will be characterised by pockets of housing set in a generous framework of green spaces. It will be structured around existing landscape features including significant areas of woodland and sections of stone walls.

The comprehensive footpath / cycleway network will encourage walking and cycling as an alternative to travelling by car and provide clear links to existing urban neighbourhoods on one side and to the open countryside on the other.

4.2 Objectives

In order to achieve this vision, the masterplan has been based on the following objectives:

- To create a new sustainable neighbourhood which is integrated with the adjacent parts of the town.
- To deliver a high quality scheme and well-designed houses which have a relationship to the suburban built form at the eastern edge of the site and to the more rural character on other edges of the site.
- To provide a mix of housing in terms of character and size of properties, but with a reasonable proportion of larger family housing.
- To ensure the scheme design and layout responds to the topographical character of the site in a creative way.
- To include streets where there is a distinction between public and private spaces and where innovative design is used to regulate traffic speed.
- To incorporate existing Public Rights of Ways and create a new network of routes for both pedestrians and cyclists.
- To provide a high quality living environment with an attractive network of greenspaces, including managed and improved woodland which provides a biodiversity, landscape and recreational/play function.
- To manage surface water run-off through a coordinated network of sustainable drainage (SuDS) techniques which are integrated into, and enhance, the green infrastructure network.
- To ensure that appropriate infrastructure is provided alongside the new development at the right time and in the right place.

05 Masterplan Framework

5.1 Introduction to Masterplan

The framework for the masterplan is a tailored response to the sloping land across the site. The starting point has been to examine ways to create platforms for new development through a balanced programme of earthworks. Options for the cut and fill of soils have been tested in order to meet a number of key objectives:

- To accommodate new housing development on land with less severe slopes.
- To achieve an approximate balance in the cut and fill of material across the site.
- To create platforms for new development with a cross gradient of around 1:20.
- To avoid significant changes in levels at the periphery of the site where there is an interface with existing housing.

The preferred approach to earthworks results in discrete parcels of development land separated by more steeply sloping zones of greenspace. The development parcels will be linked together by a network of footpaths and cycleways. Some of the parcels are linked by roads where finished site levels can facilitate this.

The greenspace provides a setting and structure for the parcels of development. It occupies almost 40% of the total site area and is formed by zones between and around new housing including a linear greenspace corridor which follows the high voltage power lines bisecting the site.

The greenspace also incorporates areas of existing woodland. The most significant woodland is within and around a former quarry on the southern margin of the site but other groups of trees fall on steeper sections of land not affected by earthworks. Where practical, these will be retained.

The masterplan framework leads to the following mix of land uses:

Land Use	Approximate Area (ha)
Residential (including sustainable drainage)	25.0
Existing Woodland	2.0
Open Space and Green Corridors	12.5
Edge Planting	1.5
Total	41



Figure 9 - Masterplan Framework

05 Masterplan Framework

5.2 General Housing Requirements

There are some key design principles that will shape the approach to development within the housing parcels. These principles are set out below. Further detailed guidance is then provided for individual plots in a later section of this masterplan document.

Layout

- It is anticipated that housing layout will be based on an interconnected network of urban or perimeter blocks linked by a network of streets.
- The block layout should ensure that buildings are orientated to face the streets and to front onto areas of open space.
- The clear distinction between public and private spaces is important, particularly along streets where good quality boundary walls and hedges should be used to define the extent of private curtilage areas.
- A high quality edge to the development is vital particularly along the Heys Lane and Bog Height Road corridors.
- Particular attention should be given to the transition from the new development to the surrounding countryside. The character, orientation and detailing of the housing at the point of transition needs to be carefully conceived.

Density

- It is expected that the density of housing development will vary across the site as a whole.
- Higher density development should be concentrated on the plots towards the eastern edge of the site next to the existing suburban housing (30 – 40 dwellings per hectare (dph) across the net developable area).
- There is an opportunity for a lower density of development where housing is next to the open countryside to provide an appropriate transition from urban to rural. The maximum density should be 30dph (of net developable area).

Mix

- Policy CS7 of the Core Strategy looks to broaden the choice of housing and to meet the need in particular for high quality family housing.
- It is expected that the majority of the new housing will be family housing in character and scale but there are opportunities to meet the needs of other households.
- There is an affordable housing requirement of 20% (Policy CS8 of the Core Strategy). The level of affordable housing will be subject to an appraisal of viability. If it is viable to contribute to meeting affordable housing needs then this will be in the form of a commuted sum to be used by the Council to deliver affordable housing elsewhere in the Borough.

06 Transport Framework Vision and Objectives

6.1 Road Design Principles

The site has the potential to be linked to several roads:

- Bog Height Road
- Heys Lane
- Jack Walker Way
- Ashwood Avenue

Other significant roads in close proximity to the site include:

- The M65 Motorway
- A666 Bolton / Blackburn Road to the east
- A6062 Livesey Branch Road to the north

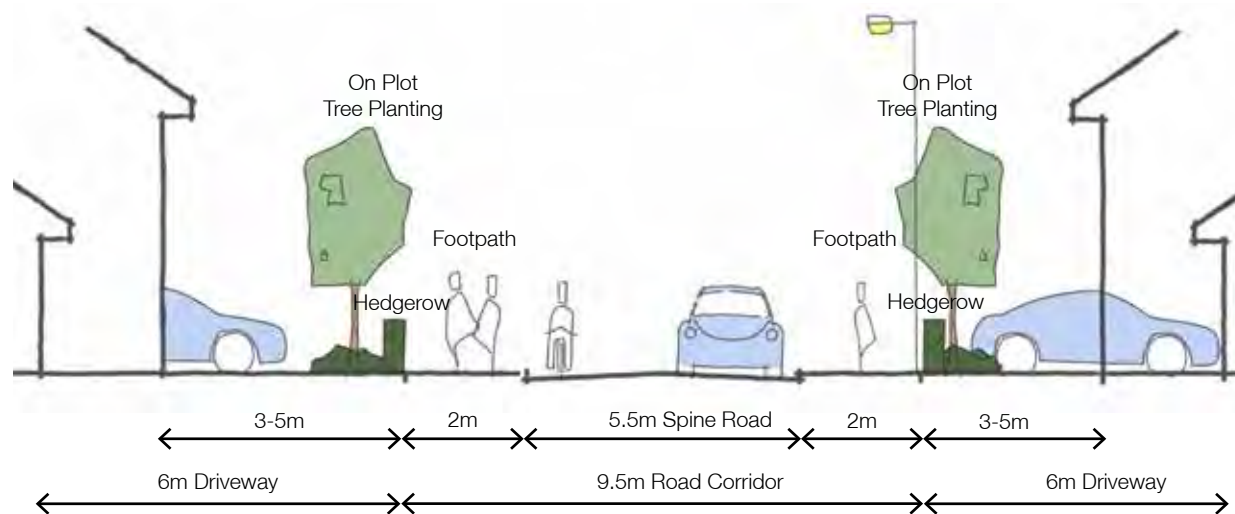
An overview of the proposed and existing road network is provided in Figure 10.

The masterplan is based on key links to each of the surrounding roads. This has the effect of distributing traffic generated by the development around the existing road network rather than concentrating traffic at one or two primary points of access. Road links are proposed onto Heys Lane, Bog Height Road, Jack Walker Way and Ashwood Avenue. Significantly, a new road link is planned between Bog Height Road and Ashwood Avenue.

The approach to access with multiple connections to existing roads and the fact that it is not possible to form inter-connections between all the parcels of housing means that there is no one primary road running through the development as a whole. As a consequence, roads through the housing areas can be a regular matrix and at a modest scale with a maximum width of 5.5 metres and 2 metre footpaths.

Occasional buildings located close to the back of footpaths should be used to create pinch points. This should send the message to motorists that speed should be reduced.

Where traffic volumes are more limited the opportunity should be taken for a more informal approach to road design. Shared surface urban lanes, with a maximum width of 4.8 metres, should be incorporated into the layout of the development. These should be bounded by low hedges and should be surfaced in a way that makes them distinct, perhaps using contrasting colours of tarmac. This approach is particularly encouraged where there is an interface with open countryside and a transition between rural and urban is needed.



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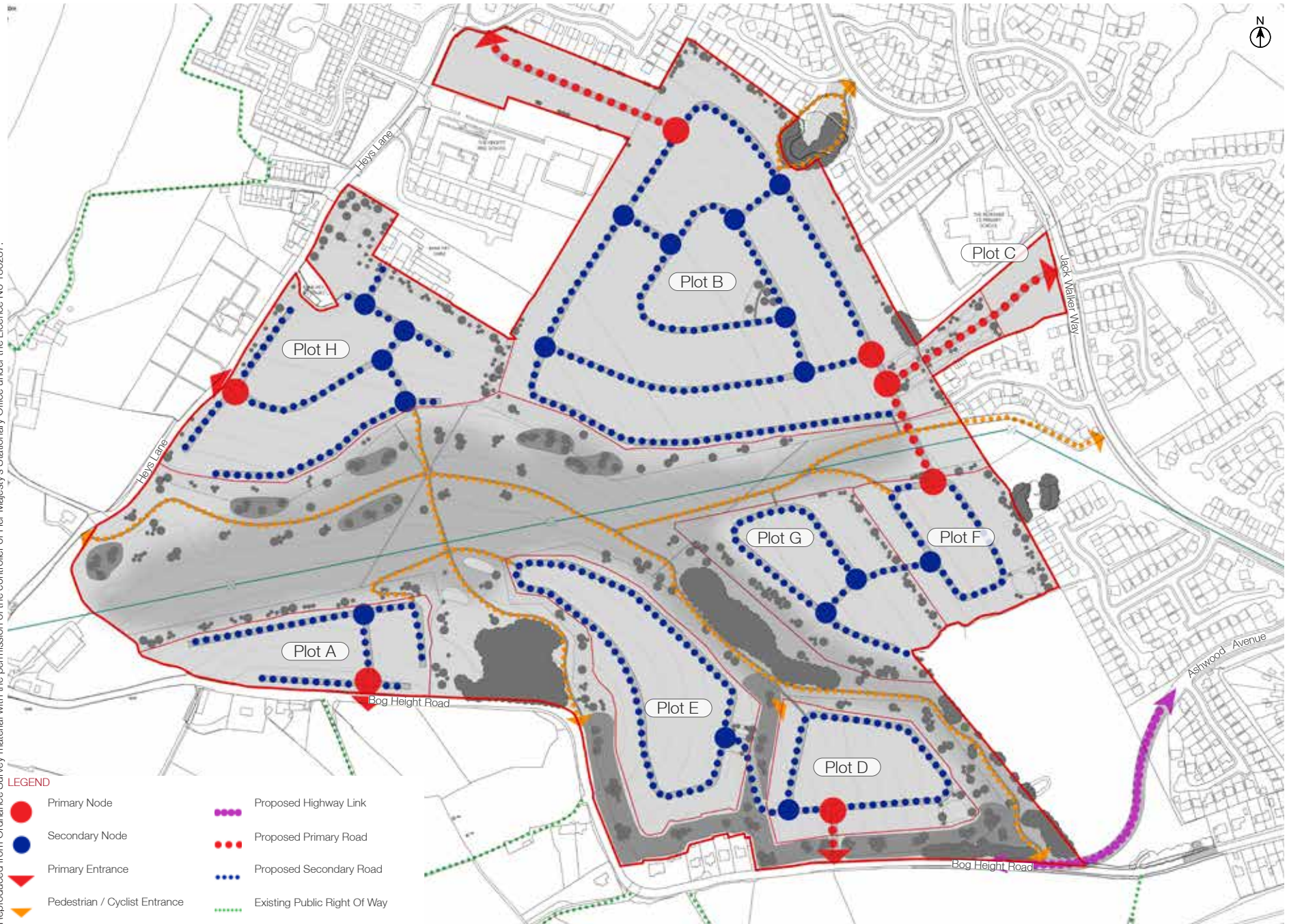
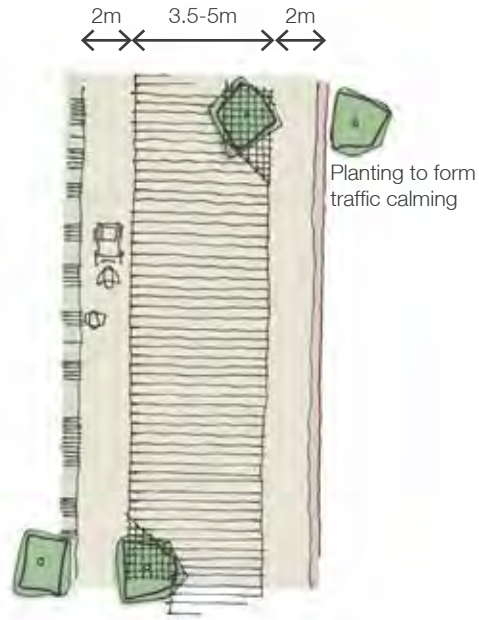


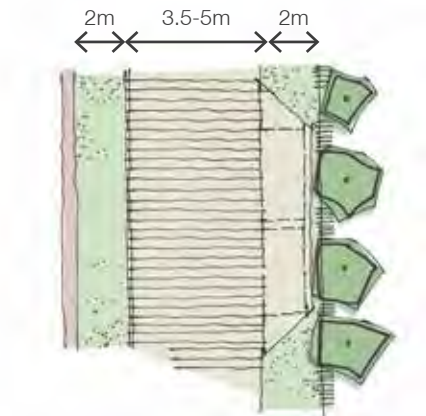
Figure 10 - Movement Framework



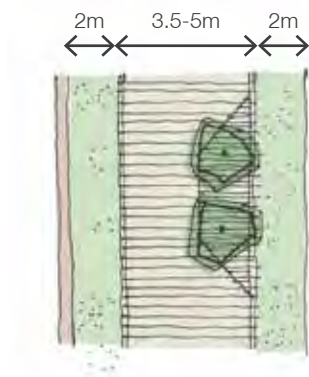
Street with footways



Street with visitor parking



Urban lane with visitor parking (shared surface)



Urban lane with verge edge (shared surface)

Urban lanes and shared surface roads

- Shared surface roads within residential developments with contrasting colours of tarmac defining road surfaces and grassed service strips either side incorporating visitor parking spaces.
- Areas of roads and footpaths should reflect Manual for Streets standards with varying surface finishes and textures to delineate pedestrian and car parking areas.
- Road widths should range from 4.1m for urban lane links to 5.5m for streets dependent upon location and function.

Figure 11 - Typical Roadways and Footpath Types

06 Transport Framework Vision and Objectives

6.2 Walking and Cycling

The footpath and cycle network across the site will function to provide essential links between individual housing parcels and will form connections with the adjacent neighbourhoods and public routes through the countryside. Footpaths and cycleways will run through the greenspace and, in turn, will be integrated with surfaced paths through the housing development.

It is not possible to link together all of the housing parcels through the network of roads within the site but it is important for pedestrians and cyclists to move easily around the new development as a whole. As a consequence, cycle and footpath routes will need to be designed to traverse the slopes between development parcels. Good quality, bound surfaces will be required.



6.3 Travel Plans

Each parcel of new housing should be supported by a Travel Plan which sets out the measures to be employed to encourage the use of sustainable modes of transport, particularly walking and cycling. There is an overarching Travel Plan for the site which should act as a point of reference.

The site is likely to be developed in stages and by a number of developers. As such, a mechanism will need to be put in place to ensure that individual Travel Plans are integrated. There could be a need, for instance, for a single Travel Plan Co-ordinator who will take on the role of promoting and facilitating sustainable transport across the site as a whole.



6.4 Parking

It is imperative that car parking is considered as an integral part of the design process. It needs to be carefully conceived so that it does not dominate the visual impression of any street. With this in mind, there are several options for the successful incorporation of car parking into the layout of the housing development.

These include:

- Parking and garaging to the side of houses in preference to parking in the front curtilage zone.
- Provision for on-street parking, possibly using occasional visitor parking bays at appropriate locations.

The level of car parking should comply with the Council's adopted standards and should be provided through a well considered combination of on plot, off plot and on street solutions.

07 Green Infrastructure

7.1 Green Infrastructure Overview

Green infrastructure is a strong element in the masterplan. It will provide an overarching framework for new development. The green infrastructure provides separation, often across more steeply sloping land, between housing parcels and accommodates a network of footpaths and cycleways. It is a valuable amenity for the community.

There are a number of purposes for the green infrastructure to serve:

- It is a visual amenity which provides a high quality setting for the new housing development.
- It will meet recreational needs as an area of accessible open land penetrated by footpaths and cycleways.
- It will provide an opportunity to retain and enhance habitats for wildlife and to create wildlife corridors.
- It will be the location for dedicated areas for children's play, including equipped areas for play, perhaps in the form of a linear 'adventure' trail.
- It will accommodate the sustainable drainage infrastructure.
- It will assist in making a transition from the urban extension to the open countryside.

7.2 Informal Green Space

The topography of the site, existing woodland and the overhead power line have been used to inform the green space design. The masterplan includes a central corridor of open space which bisects the site from west to east. This follows the alignment of the overhead power lines. The width of this corridor takes into account advice and guidance about development in proximity to overhead power lines (Appendix 1). There are other zones of greenspace which link to the central corridor and include existing blocks of woodland and generally steeper ground. These run through to the southern boundary of the site.

The design of the informal greenspace should be progressed to meet its multiple functions. Design will need to be comprehensive and co-ordinated but will also need to show that greenspace infrastructure can be delivered in stages as the development is progressed.

It is recommended that the most appropriate approach to meeting the need for children's play is in the form of centralised, high quality equipped facilities. Two NEAPs (Neighbourhood Equipped Areas of Play) are proposed in the central greenspace corridor. These can be separate from housing but still benefit from a degree of overlooking and surveillance. They will be maintained by the Management Company which is to be set up to maintain those parts of the strategic greenspace that will not be used for the grazing of animals.





Figure 12 - Green Infrastructure - Open Space and Drainage

07 Green Infrastructure

7.3 Landscape Design

A Landscape Strategy should be submitted with all planning applications. It should achieve the following objectives:

- Retained stone boundary walls and hedges should be supplemented by new lengths of stone walls and hedges at the edge of development plots and through the open space.
- The sustainable drainage strategy for the site should, where possible, use existing watercourses and drainage ditches.
- The incorporation of Public Rights of Way into the landscape structure of the development.
- Existing trees and woodland of value should be retained as important landscape features and should inform the layout of new development.
- New structural and edge planting will be required throughout the development.
- Key views into and out of the site should be taken into account in the design of the development.



07 Green Infrastructure

7.4 Biodiversity

Development should establish and preserve the functional ecological networks and create new green infrastructure.

Options to further enhance the biodiversity of the site include the creation of species-rich grassland, wetland areas, open watercourses and the installation of bird, bat and hedgehog boxes.

Key ecological considerations associated with future development at the site include:

- Ponds within the site offer potential breeding habitats for amphibians, including great crested newt.
- The woodlands, hedgerows, scrub and drystone walls provide terrestrial habitat for amphibians.
- A number of trees within the site offer potential roosting habitat for bats.
- The woodlands, hedgerows, scrub, ponds and watercourses on site provide foraging and commuting habitat for bats.
- The woodlands, hedgerows, scrub, drystone walls and trees provide potential nesting habitat for birds.
- The marshy grassland and pasture provide potential nesting habitat for ground nesting birds.
- The woodlands, hedgerows, scrub, grassland and drystone walls provide potential habitat for slow worms.



08 Design Framework

8.1 General Design Principles

The character of the new development will be a reflection of the location of the site on the edge of the Pennine countryside and will be influenced by the interplay between parcels of housing and the broad zones of open space.

There are several overarching design objectives which, in combination, will assist in creating a distinct character of development. These objectives are set out first before guidance on the design of development in individual character areas.

Overall Approach

The masterplan shows a comprehensive approach to the development of the site but it is envisaged that the finer grain of design detail will vary across individual housing parcels or character areas. Site wide principles that will be common to the design of housing on all parcels include:

- Each development parcel has a primary point of access. This needs to be celebrated through the design of attractive and bespoke gateways. These should combine buildings with hard and soft landscape to create an inviting and high quality entrance to individual development parcels.

- The urban or perimeter block principle should be used so as to ensure that streets, public spaces and open spaces are directly overlooked by housing and that there is a connected network of routes. Cul-de-sacs should be avoided unless they are associated with informal private drives serving a small number of houses.
- Incidental open space in development parcels need to be incorporated, providing interest and variety in the layout of housing. These open spaces need to have a purpose. They can meet the needs of play for small children near to where they live, they can be gathering or informal seating areas for local people or they can be used as focal points in the development and aid navigation through the residential streets.
- The outside edges of the development along Heys Lane and Bog Height Road have the greatest potential to establish the character of the development. The approach to building and landscape design, including robust boundaries, and the quality of materials used along these edges should be given particular attention.

8.2 Character Areas

Five character areas are proposed. These take into account the existing landscape, ecological and topographical characteristics of the site. These character areas are identified in Figure 13. The development at each character area will be a reflection of its location within the site. There is a broad division between housing parcels at the edge of the existing built up area (character areas 2,3 and 4) and those that will be at the interface with open countryside (character area 1 and 5).



Figure 13 - Character Areas

08 Design Framework

8.1 Character Area 1

This area is at an elevated position and falls at the interface with open countryside. To the south is Bog Height Road which is a rural road bounded by a stone walls and hedgerows. This area will have a rural character with properties set back but looking onto Bog Height Road and onto the greenspace network to create an informal edge to development.

Key characteristics are:

Layout and density

- Lower density of between 20 – 30 dwellings per hectare (dph).
- Informal arrangement of buildings which resonate with the form and character of the clusters of properties in the surrounding countryside.
- Footpath links into the central green corridor.

Land use

- Housing and areas of associated landscape.
- Sustainable drainage included within the central green corridor.

Scale and form

- Detached houses, or small clusters of buildings and the opportunity for innovative designs.
- Properties will either front onto Bog Height Road or overlook the green corridor.

Streets, public open space and landscape

- The adjacent central green corridor will form a distinct setting for this development. Pedestrian routes through the open space need to connect with paths in the development.
- Roads to follow contours of the land.
- Streets with narrow carriageways, using shared surfaces where appropriate.
- On plot parking arranged so that cars do not dominate the street scene.
- Views from the plot are to be taken into account.
- Provide landmark buildings of interest at the gateway entrance to the plot.
- Landscape to provide structure and enclosure to spaces.
- Existing stone walls integrated into the development to form feature boundaries to streets or landscaped areas.
- Use of hedgerows and landscape features to form key structural elements.
- Investigate the potential to take direct access to individual plots from Bog Height Road.

Boundary treatments and enclosure

- Buildings to have a small and varied setback from the street.
- Routes and key junctions to be defined with drystone boundary walls.
- Gable ends of dual fronted properties can be used to define the edge of the street and create variety and interest.
- Boundaries at the edge of the central green space to be reconstituted stone walls or hedgerows.

Detail of built form

- Irregular plots arranged to work with the topography.
- Orientation of buildings to front streets and open spaces, to maximise views or work with the topography.
- Buildings to be predominantly stone faced.
- Garages and parking to be set back from front building lines, preferably between buildings.



Illustrative plan of interface with Bog Height Road



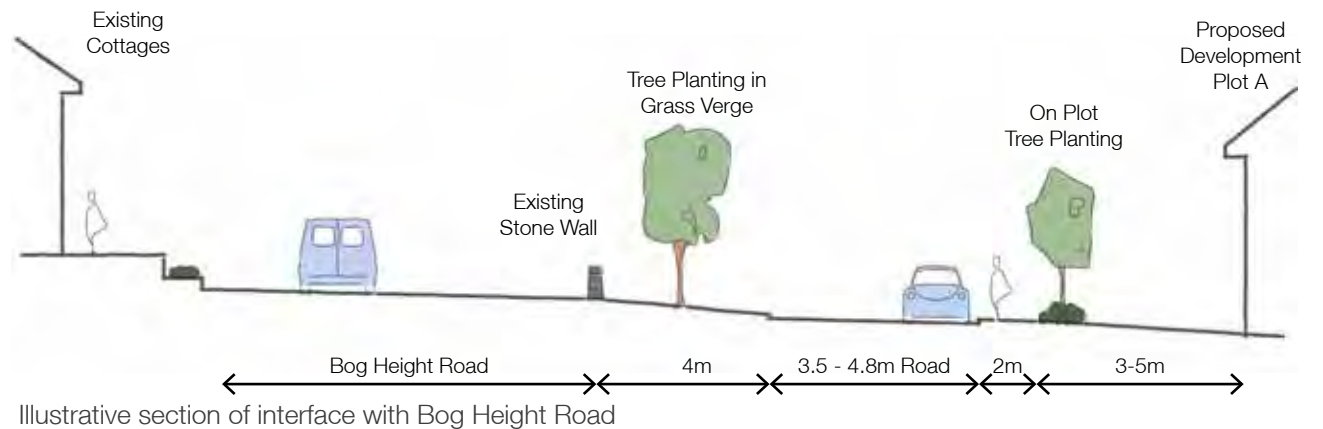
Key Plan



Use of natural stone



Natural stone materials used as boundary treatments



Illustrative section of interface with Bog Height Road

Figure 14 - Character Area 1

08 Design Framework

8.2 Character Area 2

This area is the largest of the development parcels. It will have a suburban character to resonate with the late 20th Century housing along Jack Walker Way. The area will include a central green which will form a hub. There is an opportunity for a tighter urban grain around the green and a more open informal character at the southern edge of the parcel overlooking the green corridor. There will need to be a sense of arrival into the new neighbourhood with swales, landscape and buildings forming the gateway from Jack Walker Way. Buffers are to be created adjacent to the rear boundaries of the existing properties on Heyworth Avenue, Clayton Way and The Greenwood.

Key characteristics are:

Layout and density

- Medium density (30-40dph) but with the opportunity for more intense development around the central green.
- Less dense and more open grain fronting the green corridor along the southern boundary of the area.
- Footpath links into the central green corridor.

Land use

- Residential and a central open green.
- Area of green space separating Plots B and C to accommodate sustainable drainage swales and attenuation basins.

Scale and form

- The main green space will be bound by frontage buildings of two storeys with opportunities for higher buildings on corners to provide variety and interest.
- Housing mix of detached, semi-detached and clusters of terraced housing.
- Minimum interface distance with properties on Heyworth Avenue, Clayton Way and The Greenwood in accordance with the Council's separation standards with the intervening space planted to reduce overlooking between new and existing properties.

Streets, spaces and landscape

- Main access road from Jack Walker Way to have a distinct character.
- Emphasis at arrival points through a distinct layout incorporating gateway landscape features.
- Exploit views across the green space.
- Central green to have open character laid in grass, with some feature planting.
- Drainage ponds and swales to have informal landscape character.

Boundary treatments and enclosure

- Buildings to have varied setbacks from the street.
- In order to form attractive urban streets there is a need for boundaries to the front curtilage of individual houses which distinguish private from public space.
- Boundaries alongside the central green corridor to be robust estate style fencing.

Detail of built form

- Frontage to village green to have irregular plot widths with buildings forming a distinctive edge with occasional setbacks for variety and interest.
- Options for building clusters such as terraced dwellings to form distinctive groups.
- Building designs to have considered balance of solid to void, with vertical rhythm of window openings. Larger glazed features can be used to exploit views, provide interest and maximise solar gain.
- Materials to be predominantly red brick with accents of stone and render.



Illustrative plan of housing overlooking central green space



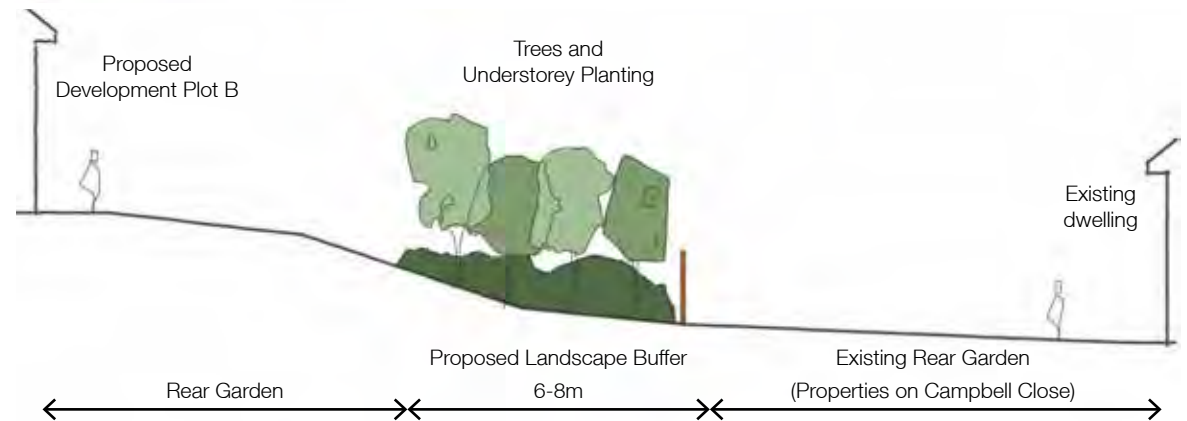
Key Plan



Housing style and facing material



Corner plots to have dual aspect houses



Illustrative section of rear boundary treatment with properties on Campbell Close

Figure 15 - Character Area 2

08 Design Framework

8.3 Character Area 3

This area lies adjacent to the southern boundary along Bog Height Road. It is at a higher elevation and offers panoramic views of the surrounding countryside. To the east and west of the parcel are retained woodland. The outer edge of development in this area in particular will have a predominantly informal rural character with occasional landmark statements at key focal points.

Key characteristics are:

Layout and density

- Density of 25 – 35 dph.
- Informal organic character at the outer edge where there is an interface with open countryside.
- Footpath links into the green corridors.

Land use

- Housing with areas of open space including drainage ponds and swales.

Scale and Form

- Detached or semi-detached houses of two storeys.
- Opportunity for housing with varied footprints.
- A transitional area of landscape which connects the new development to the countryside margin of Bog Height Road.

Street, public open space and landscape

- Creation of a landscape buffer between the development and Bog Height Road.
- Roads to follow contours.
- Incidental spaces at points where panoramic views are available.
- Creation of informal green spaces which link into the green network.
- Existing stone walls along Bog Height Road to be integrated into the development.
- Use of hedgerows and landscape features to form key structural elements.
- Mainly on plot parking .
- Provide landmark buildings of interest at key points.
- Emphasise the point of arrival at the entrance from Bog Height Road with a distinct combination of buildings and landscape features.

Boundary treatments and enclosure

- Buildings to have varied setbacks from the street.
- In order to form attractive urban streets there is a need for boundaries to the front curtilage of individual houses which distinguish private from public space.
- Boundaries alongside the central green corridor to be hedges or reconstituted stone.

Detail of built form

- Buildings which will front, and be visible from, Bog Height Road to reflect the rural Pennine vernacular with stone facing but with an opportunity for contemporary features such as glazed panels to maximise views.
- Dual fronted housing with high quality boundaries and landscape treatment of key junctions.
- Garaging to be discretely located and either designed as integral to buildings or located to form part of a boundary edge.



Illustrative plan of entrance access from Bog Height Road



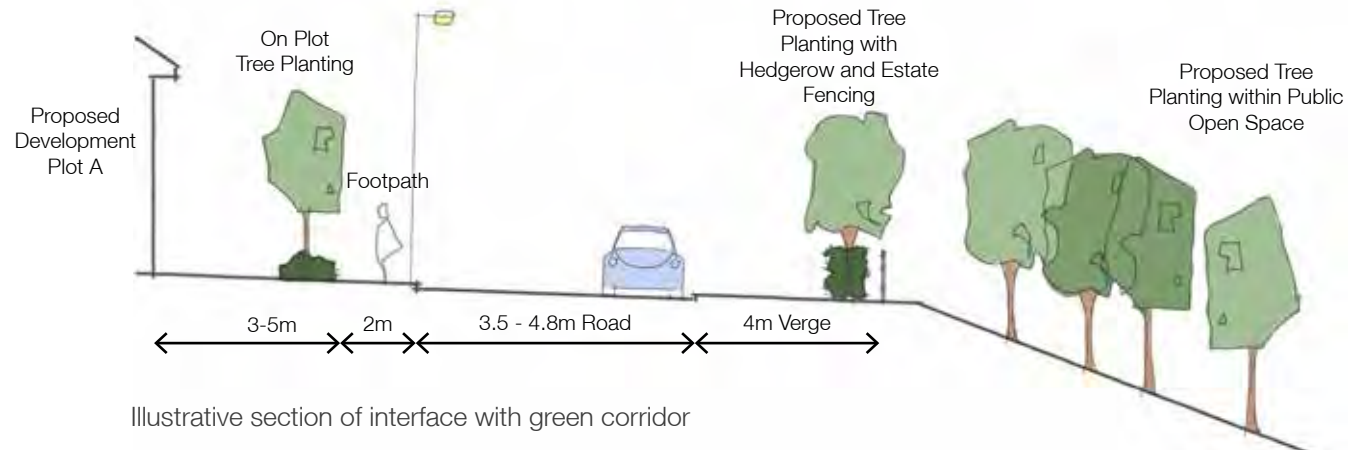
Key Plan



Dual aspect corner plots



Use of natural stone



Illustrative section of interface with green corridor

Figure 16 - Character Area 3

08 Design Framework

8.4 Character Area 4

This area lies on lower ground in the south eastern corner of the site. It will be accessible from a primary link road from Plots B and C. The area will have a suburban character which takes design influences from existing housing along Jack Walker Way. Buffers are to be created adjacent to the rear boundaries of the existing properties on Heatherleigh Gardens.

Key characteristics are:

Layout and density

- Medium (30-40dph) density comprising residential buildings.
- Less dense and more open grain fronting the green corridors along the northern and western boundaries of the area.
- Footpath links into the central green corridor to the north of the parcel.
- Housing to front the greenspace along the western and northern boundaries.

Land use

- Housing with areas of open space including drainage ponds and swales.
- Graded slope accommodating a landscape buffer between the two plots.

Scale and Form

- Housing mix of detached and semi-detached units with clusters of terraced housing to form strong building enclosures.
- Minimum interface distance with properties on Heatherleigh Gardens of 27m and the intervening space subject to a form of landscape treatment that will reduce the potential for overlooking between new and existing properties.

Street, public open space and landscape

- Footpath links to the structural greenspace areas
- Emphasise the arrival point at the entrance with a distinct arrangement of buildings and landscape.
- Trees and structural landscape to break up the street scene and incidental open spaces for purposes such as children's play.
- SuDS and swales to have informal landscape treatment with meandering footpaths and feature planting.

Boundary treatments and enclosure

- Buildings to have varied setbacks from the street.
- In order to form attractive urban streets there is a need for boundaries to the front curtilage of individual houses which distinguish private from public space.
- Boundaries alongside the central green corridor to be hedges or reconstituted stone.

Detail of built form

- Options for building clusters such as terraced dwellings to form distinctive groups of buildings.
- Building designs to have considered balance of solid to void, with vertical rhythm of window openings taking references from Pennine vernacular architecture. Larger glazed features can be used to exploit views, provide interest and maximise solar gain.



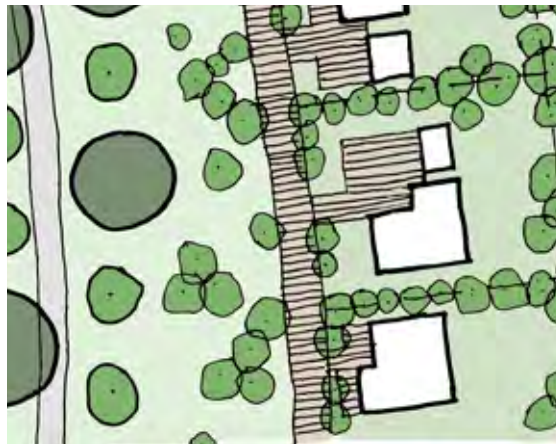
Illustrative plan of boundary between Plots G & F



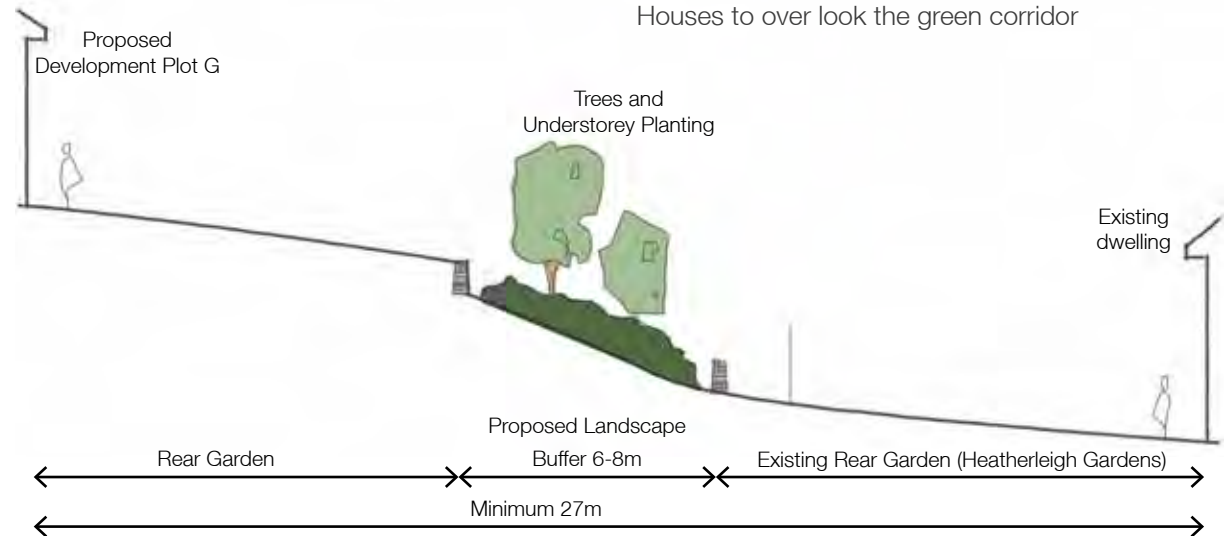
Key Plan



Houses to over look the green corridor



Illustrative plan of interface with green corridor



Illustrative section of rear boundary treatment with properties on Heatherleigh Gardens

Figure 17 - Character Area 4

08 Design Framework

8.5 Character Area 5

This area lies adjacent to the north western boundary along Heys Lane. The outer edge of development in this area in particular will have an informal rural character with occasional landmark statements at key focal points.

Key characteristics are:

Layout and density

- Medium to low density (25-35dph).
- Medium to large plots.
- Footpath links into the central green corridor.
- High quality and distinct frontage to Heys Lane.

Land use

- Housing with incidental open spaces and green corridor.

Scale and Form

- Two storey detached and semi-detached houses in generous plots.
- Opportunity for bespoke housing design to some plots.
- Properties will either front onto Heys Lane or present a principal elevation to the greenspace along the southern boundary of the plot.

Street, public open space and landscape

- Housing fronting vehicular routes and the central green core.
- Street edges defined by boundary walls, hedgerows and trees.
- Landscape buffer to eastern and northern edge includes SuDS drainage and an opportunity for recreational routes with meandering footpaths penetrating the landscape.
- Mainly on plot parking concealed to the side of dwellings.
- Minor streets to have shared surfaces of block paving or contrasting colours of tarmac.
- Provide landmark buildings of interest at key junctions, perhaps using dual aspect housing.

Boundary treatments and enclosure

- Buildings to have varied setbacks from the street.
- The entrance gateway and key junctions to be defined with drystone boundary walls and railings.
- Gable ends of properties on dual fronted houses can be used to define the edge of the street and create variety and interest.
- Boundaries overlooking the central green corridor to be hedgerows or reconstituted stone.

Detail of built form

- Areas of regular plot widths broken up with larger plots and dwellings forming key nodes and features.
- Buildings set back from street edge with landscaped front areas and paved drives.
- Garages to side of dwellings and parking arranged so as to not dominate the street.
- Orientation of buildings to front streets and spaces, to maximise views and work with the topography.
- Materials to be predominantly red brick with accents of stone and render.



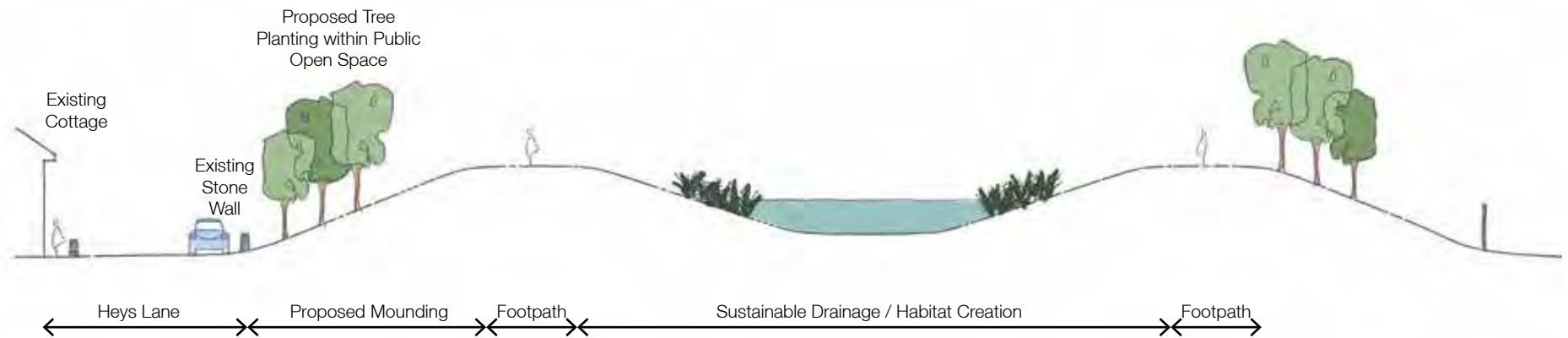
Illustrative plan of interface with green corridor



Key Plan



Estate fencing used adjacent to the green corridor



Illustrative section at interface with Heys Lane and greenspace

Figure 18 - Character Area 5

09 Delivery Strategy

9.1 Planning Application Requirements

The development will be brought forward in phases over a time-frame which is up to 10 years. As a consequence, it is vital that the masterplan exerts a strong influence over the approach to design in individual character areas and on the delivery of infrastructure to support developments.

It is anticipated that separate planning applications for individual phases or character areas will be submitted although there is the option of a two stage approach to planning with an outline planning permission to provide an overarching statutory approval for new development followed by a series of reserved matters applications. If an outline planning application is submitted then there will be an intermediate stage which requires the submission and approval of a Design Code. This will be secured by planning condition. Whichever planning route is adopted, Blackburn with Darwen Council would encourage pre-application discussion with interested parties.

All planning applications will need to be supported by essential information to show the design detail but the Design and Access Statement will assume a particularly important role. It should explain the rationale for all design decisions and demonstrate how the proposed development aligns with all aspects of the masterplan. Other key documents will include a Flood Risk Assessment and Drainage Strategy, a Transportation Assessment, a Land Quality and Remediation Statement, Ecological Surveys, a Landscape Strategy and an Air Quality Assessment.

If planning applications are brought forward for individual plots or phases then they will need to

be accompanied by a context plan and statement to explain how the development proposed relates to the other parts of the site and the contributions the development will make to infrastructure. The contributions will be in the form of physical works and financial contributions and could include road infrastructure, off-site road improvements, drainage infrastructure, open space and footpaths, play areas and contributions to the provision of primary education. The context plan and statement will also need to demonstrate how the impacts and implications on planning matters such as transport and traffic, drainage and strategic open space provision relate to projected impacts and implications across the site as a whole.

Under the provisions of the Town and Country Planning (Environmental Impact Assessment) Regulations 2011, the development could require Environmental Impact Assessment (EIA) and an Environmental Statement. It is recommended that a Screening Opinion is submitted to the Council in advance of submitting planning applications to establish if EIA is required or not.

9.2 Phasing of Development and Infrastructure Delivery

The masterplan has been based around the ability to bring development forward in phases. It shows four key phases. These coincide with the character areas and take account of different land ownerships.

It is essential that there is a clear understanding of the infrastructure required for each phase of the development. Each phase is served by a separate point of access to the existing road network but there will be a need to link phases of development to other road improvement works that are beyond the phase boundary and of more strategic significance. The same applies to the drainage network and to the areas of structural greenspace. This is why the planning application requirements for plots or phases will need to be presented in the context of the whole development.

With this in mind, the phasing plan shows the broad extent of the phase boundary, including those parts of the strategic greenspace and the network of pedestrian routes associated with each phase.

Development and new infrastructure will be provided progressively over time but there will be trigger points which require the completion of aspects of strategic infrastructure such as off-site road improvements. The schedule opposite gives an indication of the infrastructure requirements for each phase of development. There is a companion Infrastructure Delivery Plan which provides more detail.

09 Delivery Strategy

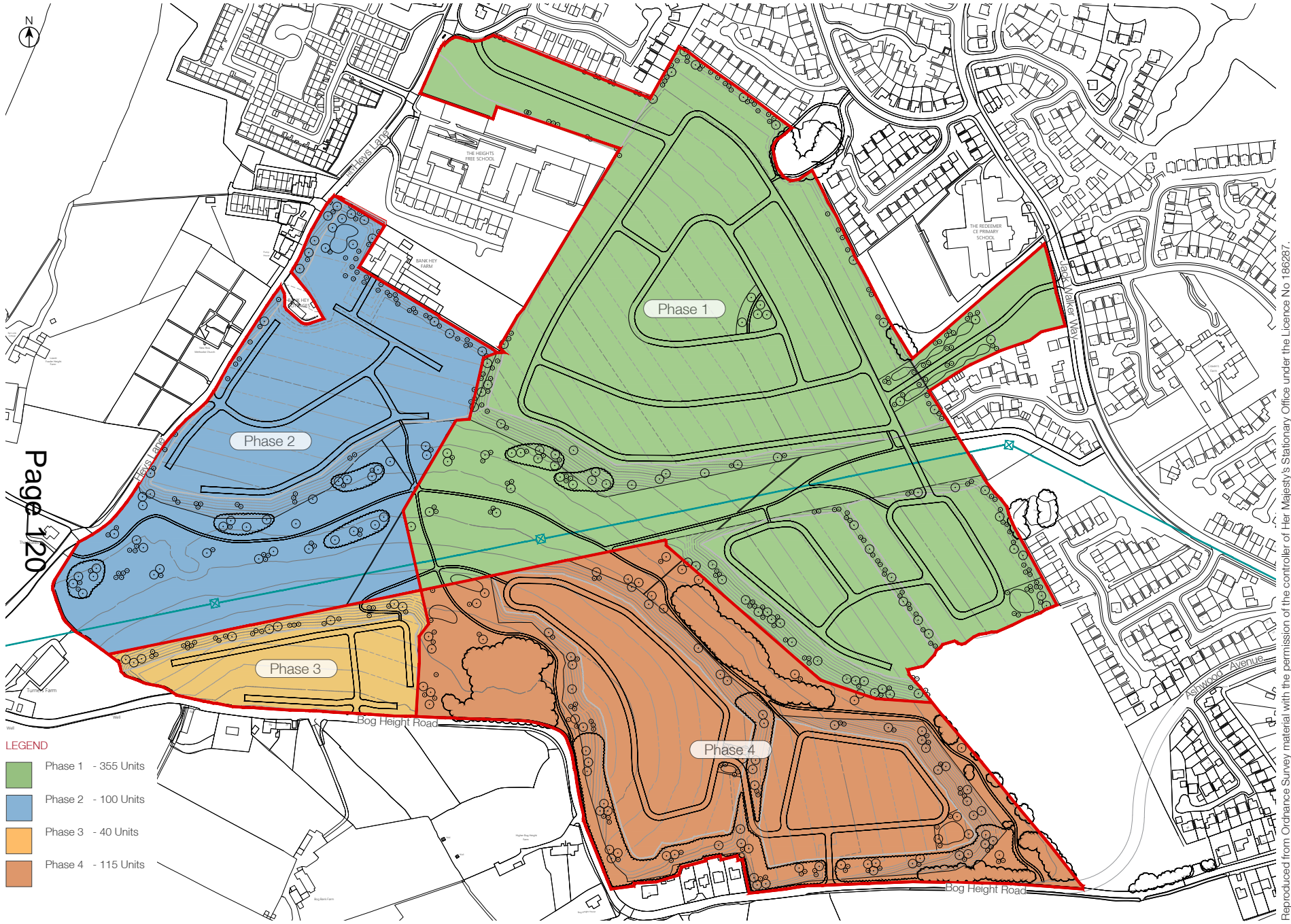
9.2 Phasing of Development and Infrastructure Delivery

Phase	Key Infrastructure Requirement	Delivery
One	Access to Jack Walker Way and Heys Lane	Developer
	Interim improvements Jack Walker Way (S) / A666 Bolton Road junction	Developer (S278)
	Improvements at the junction of Heys Lane and Livesey Branch Road	Developer (S278)
	Strategic greenspace and associated footpaths (part) and the construction of a Neighbourhood Equipped Area for Play (NEAP)	Developer
	Surface water drainage network (part)	Developer
	Utilities connections and if needed enhancements	Developer (utilities provider)
	Bog Height Road/Ashwood Avenue link road	BwD Council (developer contribution)
	Improvements to the junction of Jack Walker Way (S) / A666	BwD Council (developer contribution)
Two	Access from Heys Lane	Developer (S278)
	Strategic greenspace and associated footpaths (part) and the construction of a Neighbourhood Equipped Area for Play (NEAP)	Developer
	Jack Walker Way (N) / A666 Bolton Road junction	Developer (S278)
	Surface water drainage network (part)	Developer
	Utilities connections and if needed enhancements	Developer (utilities provider)
	Bog Height Road/Ashwood Avenue link road	BwD Council (developer contribution)
	Improvements to the junction of Jack Walker Way (S) / A666	BwD Council (developer contribution)
	Improvements at Heys Lane / Brokenstone Road junction	Developer (S278)
Three	Bog Height Road/Ashwood Avenue link road	BwD Council (developer contribution)
	Improvements to the junction of Jack Walker Way (S) / A666	BwD Council (developer contribution)
	Access to Bog Height Road	Developer (S278)
	Strategic greenspace and associated footpaths (part)	Developer
	Surface water drainage network (part)	Developer
	Utilities connections and if needed enhancements	Developer (utilities provider)
Four	Access to Bog Height Road	Developer (S278)
	Strategic greenspace and associated footpaths (part)	Developer
	Surface water drainage network (part)	Developer
	Utilities connections and if needed enhancements	Developer (utilities provider)
	Improvements to the junction of Jack Walker Way (S) / A666	BwD Council (developer contribution)

Note:

(1) Where infrastructure delivery is to be undertaken by BwD Council there is anticipated to be a contribution from the developer through a planning obligation (S106 Agreement)

(2) For each phase it is also anticipated that there will be a contribution towards the provision of additional primary education places. This will be secured through a planning obligation (S106 Agreement)



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Figure 19 - Phasing Plan

09 Delivery Strategy

9.3 Housing Trajectory

The rate of delivery of housing will be subject to a wide range of factors and so, at this stage, the housing trajectory for the site can only be seen as indicative. Nevertheless, it is useful to provide an estimate of projected house completions over a 10 year period and the number of house units to be delivered in each phase and in each year.

Plot	Land Area (acre)	Land Areas (ha)	Units	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
PHASE ONE	35.9	14.5	355	30	60	60	60	60	60	25			
PHASE TWO	10.3	4.2	100			15	25	25	25	10			
PHASE THREE	4.1	1.7	40							20	20		
PHASE FOUR	11.6	4.7	115							25	30	30	30
Total	61.9	25.1	610										
Estimate of units sold per year				30	60	75	85	85	85	80	50	30	30
Number of house builders on site				1	2	3	3	3	3	3	2	1	1

09 Delivery Strategy

9.4 Developer Contributions, Viability and Planning Obligation

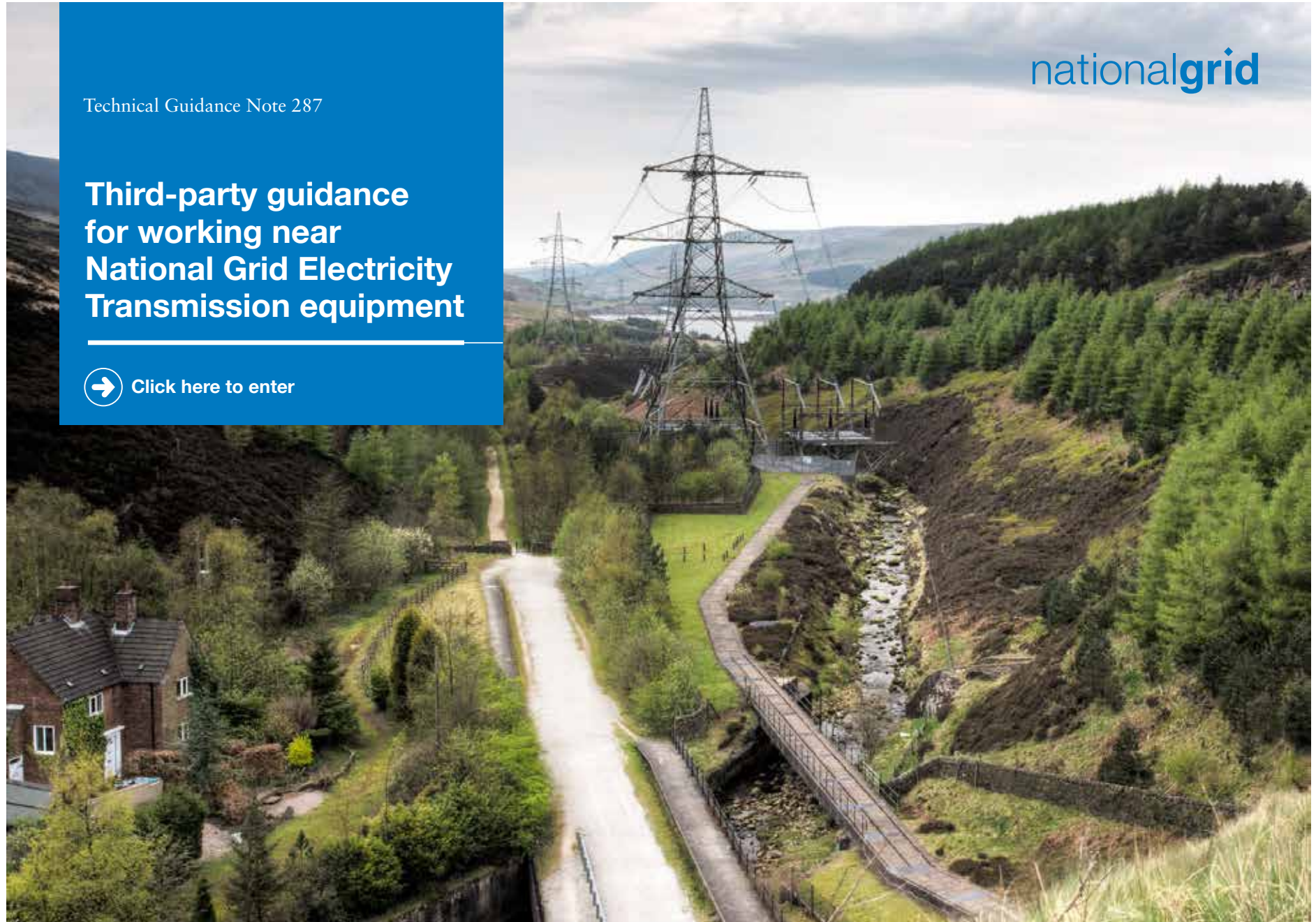
There is essential infrastructure to support the new housing in the form of off-site highway improvements and additional primary education places. Contributions from developers to meeting these essential infrastructure requirements will be secured through planning obligations (S106 Agreement). The essential infrastructure is identified in Part 9.2 of this document. Other planning requirements such as the delivery of affordable housing will be subject to viability appraisal. In accordance with the advice in the NPPF the viability appraisal will need to account for the costs of all requirements associated with the development, such as affordable housing requirements or contributions to improve services such as education as well as infrastructure improvements and the normal cost of development together with the need to provide a competitive return to a willing land owner and a willing developer.

Subject to any viability appraisal, it is anticipated that developers will make contributions to the Council through a Section 106 Agreement(s). This is intended to reasonably mitigate the impacts arising from the development. Early discussion with the Council about the Section 106 Agreement at the stage of preparing planning applications is important. The discussion, in particular, will need to focus on the statutory tests for Section 106 obligations set out in the Planning Act of 2008.

The Section 106 Agreement could also be used to regulate and control two other important requirements of the development:

1. The need to establish a Management Company to take on responsibility for the maintenance of the strategic greenspace (including paths and equipped areas for play).
2. The need for an effective and co-ordinated Travel Plan to promote the use of sustainable modes of travel.

APPENDIX 1 - Development in proximity to overhead power lines



nationalgrid

Technical Guidance Note 287

Third-party guidance for working near National Grid Electricity Transmission equipment



Click here to enter

APPENDIX 1

02



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APPENDIX 1

03



Purpose and scope

The purpose of this document is to give guidance and information to third parties who are proposing, scheduling or designing developments close to National Grid Electricity Transmission assets.

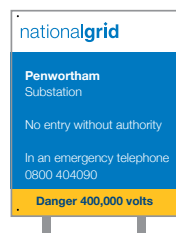
The scope of the report covers information on basic safety and the location of our assets – and also highlights key issues around particular types of development and risk areas.

In the case of electrical assets, National Grid does not authorise or agree safe systems of work with developers and contractors. However, we will advise on issues such as electrical safety clearances and the location of towers and cables. We also work with developers to minimise the impact of any National Grid assets that are nearby.

How to identify specific National Grid sites

Substations

The name of the substation and the emergency contact number will be on the site sign.



Overhead lines

The reference number of the tower and the emergency contact number will be on this type of sign.



Contact National Grid

Plant protection

For routine enquiries regarding planned, scheduled or emergency works, contact the Plant Protection team online, by email, post or phone.

www.beforeyoudig.nationalgrid.com

Email: plantprotection@nationalgrid.com

Phone: 0800 688 588

Write to:

National Grid Plant Protection
Brick Kiln Street
Hinckley
Leicestershire
LE10 0NA

Emergencies

In the event of occurrences such as a cable strike, coming into contact with an overhead line conductor or identifying any hazards or problems with National Grid's equipment, phone our emergency number 0800 404 090 (option 1).

If you have apparatus within 30m of a National Grid asset, please ensure that the emergency number is included in your site's emergency procedures.

Consider safety

Consider the hazards identified in this document when working near electrical equipment

APPENDIX 1

04



Part 1

Electricity transmission infrastructure

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National Grid owns and maintains the high-voltage electricity transmission network in England and Wales (Scotland has its own networks). It's responsible for balancing supply with demand on a minute-by-minute basis across the network.

Overhead lines

Overhead lines consist of two main parts – pylons (also called towers) and conductors (or wires). Pylons are typically steel lattice structures mounted on concrete foundations. A pylon's design can vary due to factors such as voltage, conductor type and the strength of structure required.

Conductors, which are the 'live' part of the overhead line, hang from pylons on insulators. Conductors come in several different designs depending on the amount of power that is transmitted on the circuit.

In most cases, National Grid's overhead lines operate at 275kV or 400kV.

Underground cables

Underground cables are a growing feature of National Grid's network. They consist of a conducting core surrounded by layers of insulation and armour. Cables can be laid in the road, across open land or in tunnels. They operate at a range of voltages, up to 400kV.

Substations

Substations are found at points on the network where circuits come together or where a rise or fall in voltage is required. Transmission substations tend to be large facilities containing equipment such as power transformers, circuit breakers, reactors and capacitors. Diesel generators and compressed air systems are also found there.

Part 2

Statutory requirements for working near high-voltage electricity

The legal framework that regulates electrical safety in the UK is *The Electricity Safety, Quality and Continuity Regulations (ESQCR) 2002*. This also details the minimum electrical safety clearances, which are used as a basis for the Energy Networks Association (ENA) TS 43-8. These standards have been agreed by CENELEC (European Committee for Electrotechnical Standardisation) and also form part of the *British Standard BS EN 50341-1:2012 Overhead Electrical Lines exceeding AC 1kV*. All electricity companies are bound by these rules, standards and technical specifications. They are required to uphold them by their operator's licence.

Electrical safety clearances

It is essential that a safe distance is kept between the exposed conductors and people and objects when working near National Grid's electrical assets. A person does not have to touch an exposed conductor to get a life-threatening

electric shock. At the voltages National Grid operates at, it is possible for electricity to jump up to several metres from an exposed conductor and kill or cause serious injury to anyone who is nearby. For this reason, there are several legal requirements and safety standards that must be met.

Any breach of legal safety clearances will be enforced in the courts. This can – and has – resulted in the removal of an infringement, which is normally at the cost of the developer or whoever caused it to be there. Breaching safety clearances, even temporarily, risks a serious incident that could cause serious injury or death.

National Grid will, on request, advise planning authorities, developers or third parties on any safety clearances and associated issues. We can supply detailed drawings of all our overhead line assets marked up with relevant safe areas.

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Part 3

What National Grid will do for you and your development

Provision of information

National Grid should be notified well in advance of any works or developments taking place near our electrical assets. We can then provide the following services:

Drawings

National Grid will provide relevant drawings of overhead lines or underground cables to make sure the presence and location of our services are known. Once a third party or developer has contacted us, we will supply the drawings for free.

Risk or impact identification

National Grid can help identify any hazards or risks that the presence of our assets might bring to any works or developments. This includes both the risk to safety from high-voltage electricity and longer-term issues, such as induced currents, noise and maintenance access that may affect the outcome of the development. National Grid will not authorise specific working procedures, but we can provide advice on best practice.

400kV

The maximum nominal voltage of the underground cables in National Grid's network



APPENDIX 1

06



Risks or hazards to be aware of

This section includes a brief description of some of the hazards and issues that a third party or developer might face when working or developing close to our electrical infrastructure.

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Land and access

National Grid has land rights in place with landowners and occupiers, which cover our existing overhead lines and underground cable network. These agreements, together with legislation set out under the *Electricity Act 1989*, allow us to access our assets to maintain, repair and renew them. The agreements also lay down restrictions and covenants to protect the integrity of our assets and meet safety regulations. Anyone proposing a development close to our assets should carefully examine these agreements.

Our agreements often affect land both inside and outside the immediate vicinity of an asset. Rights will include the provision of access, along with restrictions that ban the development of land through building, changing levels, planting and other operations. Anyone looking to develop close to our assets must consult with National Grid first.

For further information, contact Plant Protection:

Email: plantprotection@nationalgrid.com
Phone: 0800 688 588

Electrical clearance from overhead lines

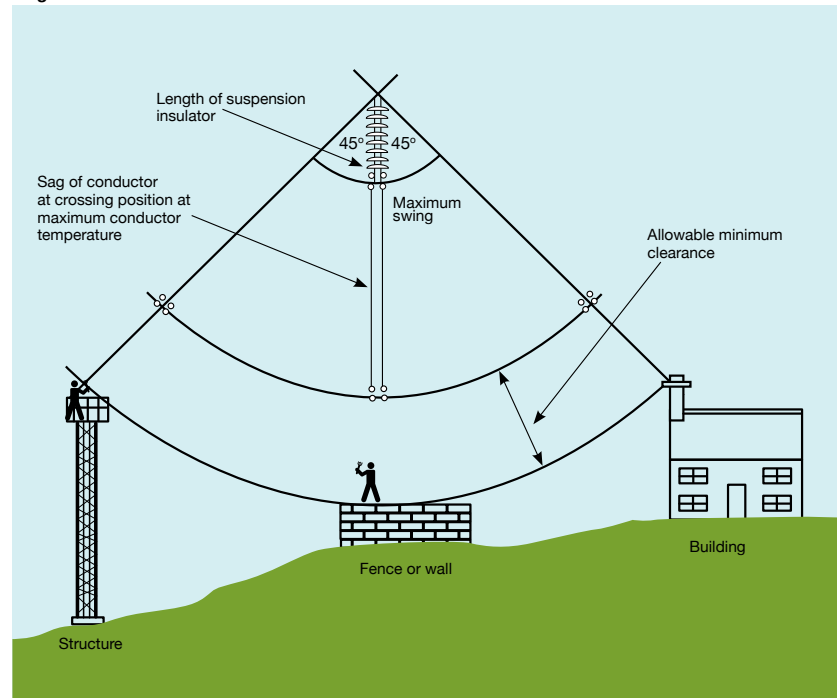
The clearance distances referred to in this section are specific to 400kV overhead lines. National Grid can advise on the distances required around different voltages i.e. 132kV and 275kV.

As we explained earlier, *Electrical Networks Association TS 43-8* details the legal clearances to our overhead lines. The minimum clearance between the conductors of an overhead line and the ground is 7.3m at maximum sag. The sag is the vertical distance between the wire's highest and lowest point. Certain conditions, such as power flow, wind speed and air temperature can cause conductors to move and allowances should be made for this.

The required clearance from the point where a person can stand to the conductors is 5.3m. To be clear, this means there should be at least 5.3m from where someone could stand on any structure (i.e. mobile and construction equipment) to the conductors. Available clearances will be assessed by National Grid on an individual basis.

National Grid expects third parties to implement a safe system of work whenever they are near

Diagram not to scale



There should be at least 5.3m between the conductors and any structure someone could stand on

overhead lines. We recommend that guidance such as *HSE Guidance Note GS6 (Avoiding Danger from Overhead Power Lines)* is followed, which provides advice on how to avoid danger from all overhead lines, at all voltages. If you are carrying out work near overhead lines you must contact National Grid, who will provide the relevant profile drawings.

7.3m

The required minimum clearance between the conductors of an overhead line, at maximum sag, and the ground

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APPENDIX 1

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The undergrounding of electricity cables at Ross-on-Wye

« Section continued from previous page

Underground cables

Underground cables operating at up to 400kV are a significant part of the National Grid Electricity Transmission network. When your works will involve any ground disturbance it is expected that a safe system of work is put in place and that you follow guidance such as *HSG 47 (Avoiding Danger from Underground Services)*.

You must contact National Grid to find out if there are any underground cables near your proposed works. If there are, we will provide cable profiles and location drawings and, if required, on-site supervision of the works. Cables can be laid under roads or across industrial or agricultural land. They can even be layed in canal towpaths and other areas that you would not expect.

Cables crossing any National Grid high-voltage (HV) cables directly buried in the ground are required to maintain a minimum separation that will be determined by National Grid on a case-by-case basis. National Grid will need to do a rating study on the existing cable to work out if there are any adverse effects on either cable rating. We will only allow a cable to cross such an area once we know the results of the re-rating. As a result, the clearance distance may need to be increased or alternative methods of crossing found.

For other cables and services crossing the path of our HV cables, National Grid will need confirmation that published standards and clearances are met.

Impressed voltage

Any conducting materials installed near high-voltage equipment could be raised to an elevated voltage compared to the local earth, even when there is no direct contact with the high-voltage equipment. These impressed voltages are caused by inductive or capacitive coupling between the high-voltage equipment and nearby conducting materials and can occur at distances of several metres away from the

equipment. Impressed voltages may damage your equipment and could potentially injure people and animals, depending on their severity. Third parties should take impressed voltages into account during the early stages and initial design of any development, ensuring that all structures and equipment are adequately earthed at all times.

Section continues on next page »

APPENDIX 1

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Earth potential rise

Under certain system fault conditions – and during lightning storms – a rise in the earth potential from the base of an overhead line tower or substation is possible. This is a rare phenomenon that occurs when large amounts of electricity enter the earth. This can pose a serious hazard to people or equipment that are close by.

We advise that developments and works are not carried out close to our tower bases, particularly during lightning storms.

Noise

Noise is a by-product of National Grid's operations and is carefully assessed during the planning and construction of any of our equipment. Developers should consider the noise emitted from National Grid's sites or overhead lines when planning any developments, particularly housing. Low-frequency hum from substations can, in some circumstances, be heard up to 1km or more from the site, so it is essential that developers find adequate solutions for this in their design. Further information about likely noise levels can be provided by National Grid.

Maintenance access

National Grid needs to have safe access for vehicles around its assets and work that restricts this will not be allowed. In terms of our overhead lines, we wouldn't want to see any excavations made, or permanent structures built, that might affect the foundations of our towers. The size of the foundations around a tower base depends on the type of tower that is built there. If you wish to carry out works within 30m of the tower base, contact National Grid for more information. Our business has to maintain access routes to tower bases with land owners. For that reason, a route wide enough for an HGV must be permanently available. We may need to access our sites, towers, conductors and underground cables at short notice.

30m

If you wish to carry out work within this distance of the tower base, you must contact National Grid for more information

Section continues on next page »



APPENDIX 1

09



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Fires and firefighting

National Grid does not recommend that any type of flammable material is stored under overhead lines. Developers should be aware that in certain cases the local fire authority will not use water hoses to put out a fire if there are live, high-voltage conductors within 30m of the seat of the fire (as outlined in ENA TS 43-8).

In these situations, National Grid would have to be notified and reconfigure the system – to allow staff to switch out the overhead line – before any firefighting could take place. This could take several hours.

We recommend that any site which has a specific hazard relating to fire or flammable material should include National Grid's emergency contact details (found at the beginning and end of this document) in its fire plan information, so any incidents can be reported.

Developers should also make sure their insurance cover takes into account the challenge of putting out fires near our overhead lines.

Excavations, piling or tunnelling

You must inform National Grid of any works that have the potential to disturb the foundations of our substations or overhead line towers. This will have to be assessed by National Grid engineers before any work begins.

BS ISO 4866:2010 states that a minimum distance of 200m should be maintained when carrying out quarry blasting near our assets. However, this can be reduced with specific site surveys and changes to the maximum instantaneous charge (the amount of explosive detonated at a particular time).

All activities should observe guidance laid out in BS 5228-2:2009.

Microshocks

High-voltage overhead power lines produce an electric field. Any person or object inside this field that isn't earthed picks up an electrical charge. When two conducting objects – one that is grounded and one that isn't – touch, the charge can equalise and cause a small shock, known as a microshock. While they are not harmful, they can be disturbing for the person or animal that suffers the shock.

For these reasons, metal-framed and metal-clad buildings which are close to existing overhead lines should be earthed to minimise the risk of microshocks. Anything that isn't earthed, is conductive and sits close to the lines is likely to pick up a charge. Items such as deer fences, metal palisade fencing, chain-link fences and metal gates underneath overhead lines all need to be earthed.

For further information on microshocks please visit www.emfs.info.



APPENDIX 1

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Specific development guidance

Wind farms

National Grid's policy towards wind farm development is closely connected to the *Electricity Networks Association Engineering Recommendation L44 Separation between Wind Turbines and Overhead Lines, Principles of Good Practice*. The advice is based on national guidelines and global research. It may be adjusted to suit specific local applications.

There are two main criteria in the document:

(i) The turbine shall be far enough away to avoid the possibility of toppling onto the overhead line

(ii) The turbine shall be far enough away to avoid damage to the overhead line from downward wake effects, also known as turbulence

The toppling distance is the minimum horizontal distance between the worst-case pivot point of the wind turbine and the conductors hanging in still air. It is the greater of:

- the tip height of the turbine plus 10%
- or, the tip height of the turbine plus the electrical safety distance that applies to the voltage of the overhead line.

To minimise the downward wake effect on an overhead line, the wind turbine should be three times the rotor distance away from the centre of the overhead line.

Wake effects can prematurely age conductors and fittings, significantly reducing the life of the asset. For that reason, careful consideration should be taken if a wind turbine needs to be sited within the above limits. Agreement from National Grid will be required.

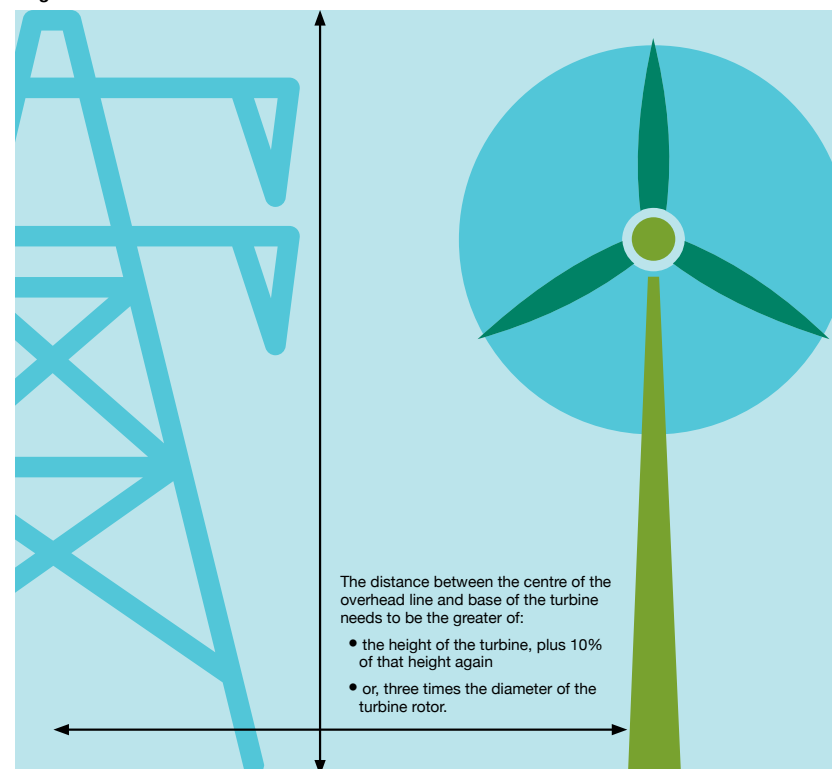
Commercial and housing developments

National Grid has developed a document called *A Sense of Place*, which gives advice to anyone involved in planning or designing large-scale developments that are crossed by, or close to, overhead lines.

The document focuses on existing 275kV and 400kV overhead lines on steel lattice towers, but can equally apply to 132kV and below. The document explains how to design large-scale developments close to high-voltage lines, while respecting clearances and the development's visual and environmental impact.

Section continues on next page »

Diagram not to scale



Turbines should be far enough away to avoid the possibility of toppling onto the overhead line

APPENDIX 1

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« Section continued from previous page

The advice is intended for developers, designers, landowners, local authorities and communities, but is not limited to those organisations.

Overall, developers should be aware of all the hazards and issues relating to the electrical equipment that we have discussed when designing new housing.

As we explored earlier, National Grid's assets have the potential to create noise. This can be low frequency and tonal, which makes it quite noticeable. It is the responsibility of developers to take this into account during the design stage and find an appropriate solution.

Solar farms

Development of solar farms is a relatively new phenomenon. While there is limited research and recommendations available, there are several key factors to consider when designing them.

Developers may be looking to build on arable land close to National Grid's assets. In keeping with the safety clearance limits that we outlined earlier for solar panels directly underneath overhead line conductors, the highest point on the solar panels must be no more than 5.3m from the lowest conductors.

This means that the maximum height of any structure will need to be determined to make sure safety clearance limits aren't breached. This could be as low as 2m. National Grid will supply profile drawings to aid the planning of solar farms and determine the maximum height of panels and equipment.

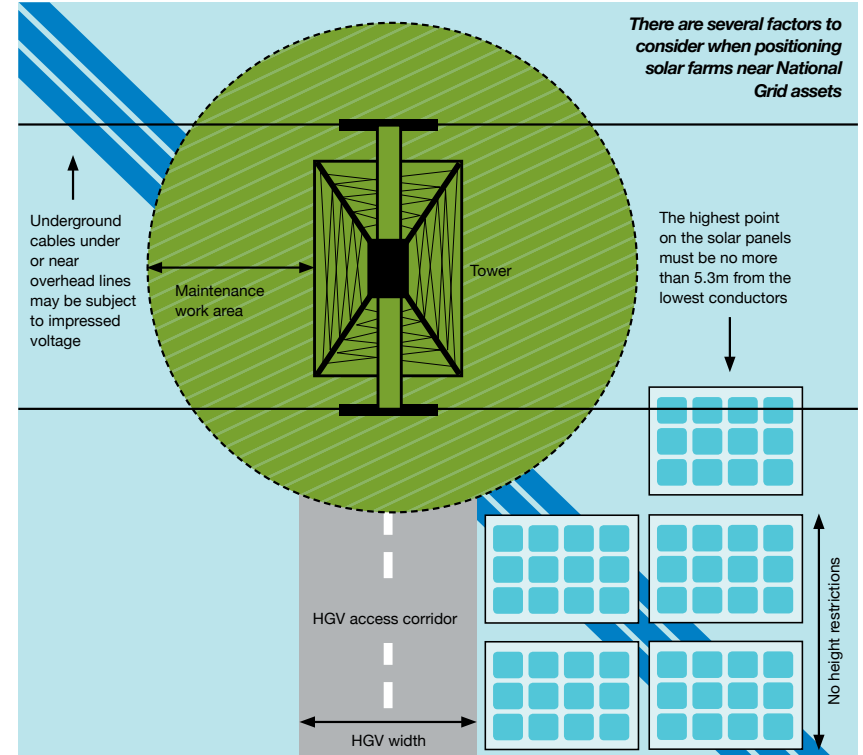
Solar panels that are directly underneath power lines risk being damaged on the rare occasion that a conductor or fitting falls to the ground. A more likely risk is ice falling from conductors or towers in winter and damaging solar panels.

There is also a risk of damage during adverse weather conditions, such as lightning storms, and system faults. As all our towers are earthed, a weather event such as lightning can cause a rise in the earth potential around the base of a tower. Solar panel support structures and supply cables should be adequately earthed and bonded together to minimise the effects of this temporary rise in earth potential.

Any metallic fencing that is located under an overhead line will pick up an electrical charge. For this reason, it will need to be adequately earthed to minimise microshocks to the public.

For normal, routine maintenance and in an emergency National Grid requires unrestricted access to its assets. So if a tower is enclosed in a solar farm compound, we will

Diagram not to scale



need full access for our vehicles, including access through any compound gates. During maintenance – and especially re-conductoring – National Grid would need enough space near our towers for winches and cable drums. If enough space is not available, we would require solar panels to be temporarily removed.

APPENDIX 1

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Asset protection agreements

In some cases, where there is a risk that development will impact on National Grid's assets, we will insist on an asset protection agreement being put in place. The cost of this will be the responsibility of the developer or third party.

Contact details

Emergency situations

If you spot a potential hazard on or near an overhead electricity line, do not approach it, even at ground level. Keep as far away as possible and follow the six steps below:

- Warn anyone close by to evacuate the area
- Call our 24-hour electricity emergency number: **0800 404 090 (Option 1)**¹
- Give your name and contact phone number
- Explain the nature of the issue or hazard
- Give as much information as possible so we can identify the location – i.e. the name of the town or village, numbers of nearby roads, postcode and (ONLY if it can be observed without putting you or others in danger) the tower number of an adjacent pylon
- Await further contact from a National Grid engineer

¹ It is critically important that you don't use this phone number for any other purpose. If you need to contact National Grid for another reason please use our Contact Centre at www2.nationalgrid.com/contact-us to find the appropriate information or call 01926 653 000.

Routine enquiries

Email:

plantprotection@nationalgrid.com
(you will be sent an automated response to confirm receipt)

Call Plant Protection for free on:
0800 688 588

Opening hours:

Monday to Friday 08:00-16:30

Write to:

**National Grid Plant Protection,
Brick Kiln Street,
Hinckley,
Leicestershire
LE10 0NA**

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conservation

BANK HEY, HOUSING DEVELOPMENT MASTERPLAN
Infrastructure Delivery Phasing Plan
(Covering Section 278 Works & Section 106 Contributions)

	Note 1	Phase 1	Phase 2	Phase 3	Phase 4	Totals	
	Number of Dwellings	355	100	40	115	610	
Education Provision							
1	S106 contribution to new Primary School at Gib Lane	Note 2	£2,300,000	£500,000	£150,000	350,000	£3,300,000
Key Highways Improvement Works							
2	S278 junction interim improvement works at A666 Bolton Road / Jack Walker Way (South)		Works completed prior to occupation of 1st dwelling				
3	S278 junction improvement works at A6062 Livesey Branch Road / Heys Lane		Monitored over the first 5 years following 1st occupation				
4	S278 junction improvement works at Heys Lane / Brokenstone Road Junction			Works completed prior to commencement of Phase 2			
5	S278 junction improvement works at A666 Bolton Road / Jack Walker Way (North)			Works completed prior to commencement of Phase 2			
6	S106 contribution to Bog Height Road / Ashwood Avenue – Link Road	Note 3	£750,000	£350,000			£1,100,000
7	S106 contribution for junction improvement works at A666 Bolton Road / Jack Walker Way (South)	Note 4	£700,000	£450,000	£350,000	£400,000	£1,900,000
8	S278 highway improvement works to create new site access for each development phase required prior to occupation of the 1st dwelling		Two new junctions to access the development site	One new junction access provided	One new junction to access the development site	One new junction to access the development site	
9	S278 highway improvement works required where boundary of site fronts the public highway	Note 5	None required	Required	Required	Required	
Affordable Housing							
10	S106 contribution to affordable homes programme	Note 6	None expected	None expected	Required	Required	
Green Infrastructure							
11	Green infrastructure provided on site within each phase and managed in perpetuity in accordance with a landscape management plan		On site / within phase	On site / within phase	On site / within phase	On site / within phase	

Notes

- 1 Infrastructure delivery plan is for the agreed development phasing as per the Masterplan and therefore any proposed changes in phasing will require proportionate changes in funding profiles
- 2 Payment schedule for all S106 contributions to be agreed for each Phase and will be considered at Planning Application stage
- 3 Contribution to the new link road estimated capex of £1.1m (excluding land)
- 4 Contribution to the junction widening works estimated capex of £1.90m (excluding land)
- 5 Other infrastructure works including footways/cycleways, highway widening, drainage, signage, streetlighting and highway structures will be considered at Planning Application stage for each phase.
- 6 Affordable housing contribution required at £12,750 per dwelling for phases 3 and 4 subject to any viability consideration



architecture
masterplanning
planning
landscape
conservation

LAND TO THE EAST OF BANK HEY, BLACKBURN
**PRE-APPLICATION
CONSULTATION STATEMENT**

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Document Control

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Job Title: Planner	Job Title: Partner
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Project No: 1225	Report Ref (file ref): 1225/PCS	Issue Date: 10.07.2019
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1. Introduction

- 1.1 This Consultation Statement provides a summary of the activities undertaken by the land owners to engage with the community of Bank Hey in relation to the development of land identified in Figure 1 for housing and to consult with other stakeholders.



Figure 1: Land to the East of Heys Lane Housing Allocation

- 1.2 Paragraph 39 of the National Planning Policy Framework (the Framework) states that early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community.
- 1.3 Community consultation with local residents, stakeholders and representatives of Blackburn with Darwen Council has been undertaken in a number of ways:
- Representations to the Council during the Local Plan process setting out the rationale for allocating the land for development;
 - The public exhibition, which took place on 7th December 2017 between 3:30pm and 7:30pm at Darwen Vale High School. Publicity for this event included an invitation being sent to residents in the area.
 - Through a questionnaire which was made available for residents to complete and return either in hard copy or electronically.
 - Dedicated website with consultation material and instructions on how to submit comments on the draft masterplan.

2. Approach

2.1 The consultation exercise for the proposed development has followed widely regarded best practice for community engagement. A number of stages have been followed:

<i>Stage</i>	<i>Commentary</i>
Notify the community of the public event	The method used to notify the local community was to issue an invitation directly to residents in a catchment area around the site. The invitations can be seen in Appendix 1.
Consultation with the local community	The centrepiece of the consultation was the public consultation event which took place on the 7 th December 2017 at Darwen Vale High School. Information on the proposed development was displayed by way of exhibition boards (Appendix 2). Members of the project team, which included Planners and Landscape Architects from Cass Associates, Transport and Drainage Consultants from SCP and Land and Property Advisers from Lea Hough & Co were present to answer questions and provide additional information. Feedback was encouraged through the completion of a questionnaire (Appendix 3)
Measure feedback and assess the outcome	A qualitative and quantitative assessment of the feedback.
Publish a summary of the process and outcome of the consultation exercise.	The summary is provided through this Consultation Statement. The rest of this Statement will show the outcome of the engagement process and report on any implications for the proposed scheme of development.

2.2 The objective of the public consultation event was to provide information on the overall shape and context of the proposed development.

2.3 The exhibition provided details on how the proposed housing will be integrated into the Bank Hey area, and included information on:

- Site context and spatial vision;
- Site analysis and guiding principles;
- Vision and character;
- Draft masterplan framework covering development plots, greenspace, access, links and surface water;
- Phasing and earthworks; and
- Drainage details.

3. Consultation Findings

- 3.1 The public exhibition provided an opportunity for members of the public to make comments on the proposed development.
- 3.2 The exhibition was attended by approximately 140 people. A total of 88 questionnaires were completed by people who attended the event. Many of the questionnaires were completed by couples, explaining the gap between number of attendees and the number of completed questionnaires.
- 3.3 The questionnaire was structured to provide two types of information/feedback.
1. Closed questions on a number of key aspects of the proposed development
 2. An open question giving the respondent the opportunity to express any other comments or views.
- 3.4 The responses to the closed questions are summarised in the below table:

Question	Answers	Totals	
Q1 How far away from the site do you live?	Adjacent	76	
	Between ¼ - ½ mile	12	
	Between ½ - 1 mile	0	
	Over 1 mile	0	88
Q2. Were you aware that the site is allocated for new housing in the new Blackburn with Darwen Local Plan Part 2?	Yes	18	
	No	69	87
Q3. Do you agree that a range of housing should be provided but with an emphasis on family houses?	Yes	29	
	No	40	
	Don't know/no answer	19	88
Q4. Do you support the overall approach of pockets of new housing with a network of green spaces penetrated by pedestrian routes?	Yes	34	
	No	37	
	Don't know/no answer	17	88
Q5. Do you support the way we propose to provide access to new housing with a number of separate links onto surrounding roads to distribute traffic more evenly?	Yes	15	
	No	60	
	Don't know/no answer	13	88
Q6. Do you support the option of creating a new road link between Bog Height Road and Ashwood Avenue?	Yes	14	
	No	59	
	Don't know/no answer	15	88
Q7. If a new link road is provided, do you support the closure of Bog Height Road at the Golden Cup (Option 1) or to the west of No. 43 Bog Height Road (Option 2)?	Option 1	10	
	Option 2	30	
	Neither / no answer	48	88
Q8. We will build ponds into any development to 'retain' surface water before it leaves the site at a regulated rate. Do you support this approach?	Yes	33	
	No	21	
	Don't know	21	
	Neither/No answer	13	88

- 3.5 In addition, a range of comments and views have been received in response to the open question. These are summarised in the form of Frequently Asked Questions and Answers and are set out in Appendix 4.

4. Feedback from Other Stakeholders

- 4.1 A number of statutory consultees have been contacted as part of the pre-application consultation. At the time of preparing this statement, six stakeholders had provided consultation responses. Copies of the stakeholder feedback can be seen in Appendix 5.

Ecology

- 4.2 The Wildlife Trust Conservation Officer for Central & Western Lancashire has provided some initial feedback in relation to ecology prior to the submission of technical information that will accompany any planning application.
- 4.3 The Officer states that the Bank Hey area is dominated by intensively farmed pasture, although there is potentially an area of more semi-natural grassland at the southern end of the site. Adjacent this area, but not within the proposal site, is the Higher Bog Height Pasture Local Wildlife Site.
- 4.4 It is recommended that the ecological advisor gives consideration to any opportunities to buffer, expand and reconnect the Local Wildlife Site into the wider local ecological network.
- 4.5 The Officer also commented on the loss of two ponds and a partly open watercourse. The Officer states that there is no direct mitigation as with new ponds proposed being part of a Sustainable Urban Drainage System rather than designed for biodiversity mitigation.
- 4.6 The ecology consultation response is concluded by welcoming in principle the creation and subsequent sympathetic management of semi-natural habitats as part of the public open space within the development.

Environment Agency

- 4.7 A Sustainable Places Officer from the Environment Agency (EA) provided a Preliminary Opinion on the 18th January 2018.
- 4.8 The EA notes that the site covers an area which has been used as an historic landfill. The materials that were in-filled include:
- Inert material from demolition and construction;
 - Solid industrial waste of a kind which contain no poisonous, noxious or polluting materials; and
 - Food waste received until 1987 which have resulted in significant concentrations of landfill gases being measured.
- 4.9 Due to the historic use of the land, the EA has recommended that site investigation works are undertaken. The stages would be as follows:
- i. A preliminary risk assessment;
 - ii. A site investigate scheme;
 - iii. An options appraisal and remediation strategy; and
 - iv. A verification plan.
- 4.10 The EA conclude their consultation response by stating that if the site investigation work is not provided as part of any planning application they would request that the Local Planning Authority conditions any grant of planning permission to this effect.

The Canal and River Trust

- 4.11 An Area Planner from the Canal and River Trust responded to the consultation stating that as the site is some distance from the Leeds & Liverpool Canal and any of their assets, the Canal & River Trust have no comments to make on the proposal.

Highways England

- 4.12 The response from Highways England stated the strategic road network (SRN) that is operated by them and that which is the responsibility of the Local Authority. Their response was therefore in relation to any potential impact on Junction 4 and 5 of the M65. The response clarifies that the roundabouts and signals controlling the junctions are the responsibility of the Local Authority.
- 4.13 Highways England suggests that the Transport Assessment accompanying any planning application considers the effects of the development at peak times upon Junction 4 and Junction 5. This should demonstrate appropriate trip assignment and modelling of the impacts on both junctions for weekday AM/PM peak periods for the year the development first becomes available for occupation, but based on a full-build out.
- 4.14 It is also recommended that the proposal incorporates measures to reduce private vehicle demand and promote sustainability within the site, such as high standard walking and cycling routes through the site connecting to nearby amenities and public transport.

Natural England

- 4.15 The consultation response from Natural England (NE) advises the Council that the proposed development is unlikely to affect any statutorily protected sites or landscapes.
- 4.16 In relation to protected species, NE has not assessed the proposal but rather refers to their published Standing Advice and recommends that the Council considers this as a material consideration in determining the application.
- 4.17 NE recommends that any planning application incorporates features that will be beneficial to wildlife, such as bird nest boxes. Opportunities to enhance the landscape should also be part of any future planning application, such as green space provision.

5. Commentary

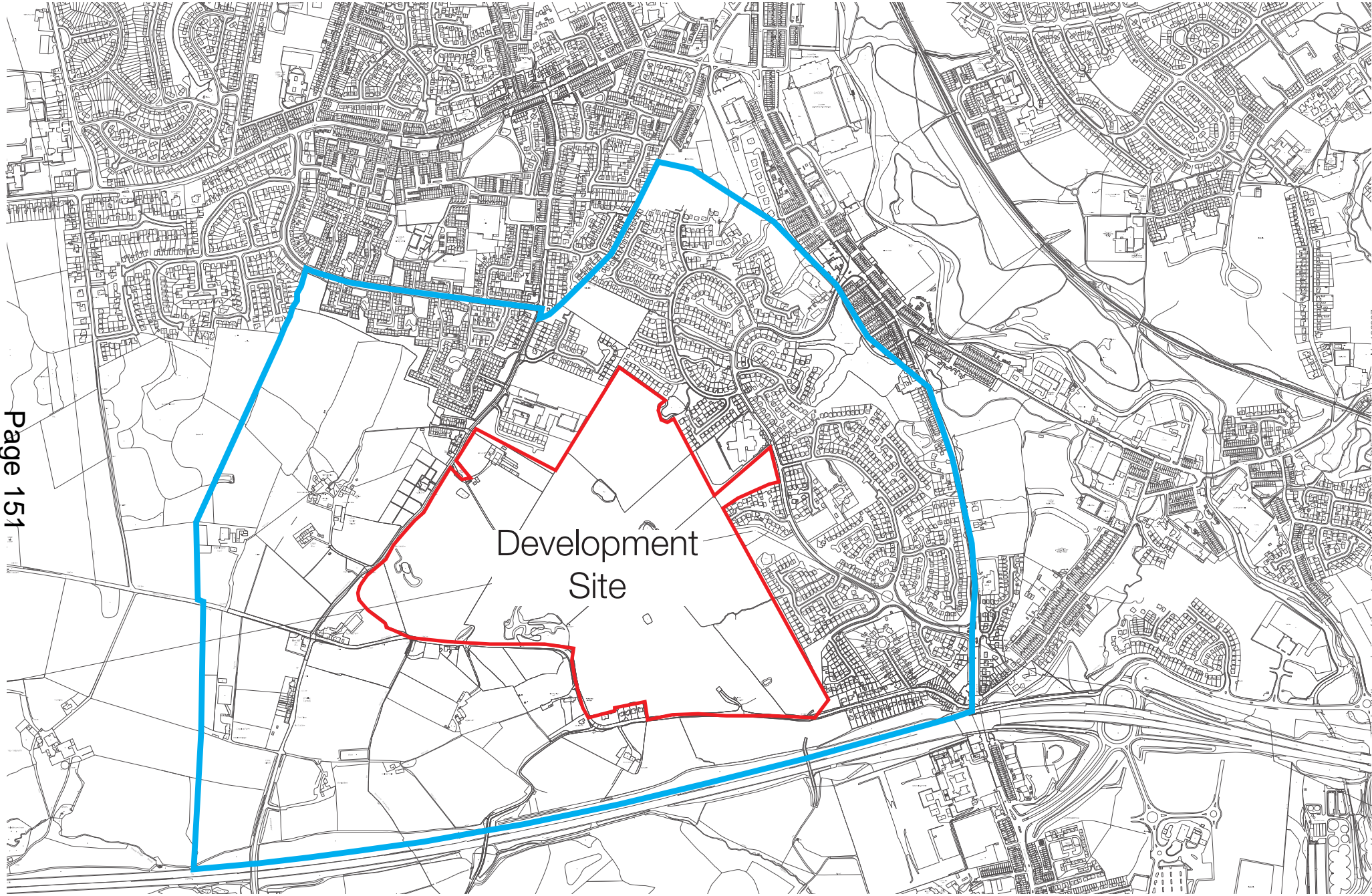
- 5.1 The public exhibition provided an opportunity for the project team to describe and explain the Masterplan for the site at Bank Hey and for the local community to set out its reaction to the proposal.
- 5.2 There was a mixed response to the proposal, with the majority of respondents unaware of the site being allocated for housing in the Local Plan. Around 85% of attendees live adjacent the site.
- 5.3 Around half of those who answered supported the overall approach of pockets of new housing with a network of green spaces penetrated by pedestrian routes.
- 5.4 The greatest concerns related to issues of transport and traffic. Only 25% of those who responded to the question supported the even distribution of traffic onto surrounding roads.
- 5.5 There was a similar level of concern for the option of creating a new road link between Bog Height Road and Ashwood Avenue.
- 5.6 Of the two suggested options for the closure of Bog Height Road, Option 2 (to the west of No.43 Bog Height Road) was the preferred option. However, the majority of respondents chose 'neither/no answer'.
- 5.7 37.5% of the community support the approach of building SUDs ponds on the site with 21% opposing this approach. A further 21% chose 'don't know' and 13% selected 'neither/no answer'.
- 5.8 A large number of residents also raised questions and raised objections via the open question on the questionnaire or via subsequent emails. This feedback is summarised in the Frequently Asked Questions (and Answers). A copy of this is provided in Appendix 4.
- 5.9 The main questions and objections that have been raised are:
- i. Why not build on brownfield land instead?
 - ii. What measures will be put in place to address any overlooking and overshadowing?
 - iii. Will features such as woodland and dry stone walls be retained?
 - iv. Who will be responsible for maintaining greenspace areas?
 - v. How will wildlife habitats be affected?
 - vi. Will there be sufficient capacity in local schools?
 - vii. Can local health services accommodate the increased number of households?
 - viii. Are the surrounding roads able to safely cope with the traffic generated by the development?
 - ix. Can a new link to Ashwood Avenue be formed while keeping Bog Height Road open to traffic?
 - x. When will the new link onto Ashwood Avenue be built?
 - xi. Will traffic management measures be improved?
 - xii. How will parking be managed, particularly around the Redeemer Primary School?
 - xiii. Has the traffic generated by the Gib Lane development been taken into account?
 - xiv. Will the drainage attenuation ponds have sufficient capacity and how will they be maintained?
 - xv. What other drainage measures will be put in place?
 - xvi. What measures will be adopted to prevent flooding of neighbouring properties?

- 5.10 As recommended by the Conservation Officer at The Wildlife Trust, the proposal has considered the wider ecological network and how the proposed habitats will link with these. Further details will be provided in the technical reports that support the masterplan.
- 5.11 In reference to the comments on the loss of two ponds and partly open watercourse – the proposed SUDS provides both an ecological and engineering solution, offering both habitat creation and sustainable drainage.
- 5.12 Site investigation work will be carried out in accordance with the stages recommended by the Environment Agency as part of the planning process.
- 5.13 As the Council are unable to adopt the attenuation basins, a Management Company will be established by the developer to maintain them along with other strategic greenspace.
- 5.14 Any future planning application will include a Transport Assessment and shall address the comments raised by Highways England.
- 5.15 The proposed masterplan incorporates some of the suggestions from Natural England. Any future detailed site plans will expand on these further, giving considerations to the consultation response and the Standing Advice on protected species.

Appendices

- 1 Publicity Catchment**
- 2 Exhibition Boards**
- 3 Questionnaire**
- 4 FAQ and Answers Document**
- 5 Feedback from Other Stakeholders**

1. Publicity Catchment



2. Exhibition Boards



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The land between Heys Lane and Bog Height Road is allocated for housing development in Blackburn with Darwen's Local Plan Part 2.

The site has the potential to be a distinctive and high quality housing development that respects the surrounding landscape character and become a natural extension to Blackburn.

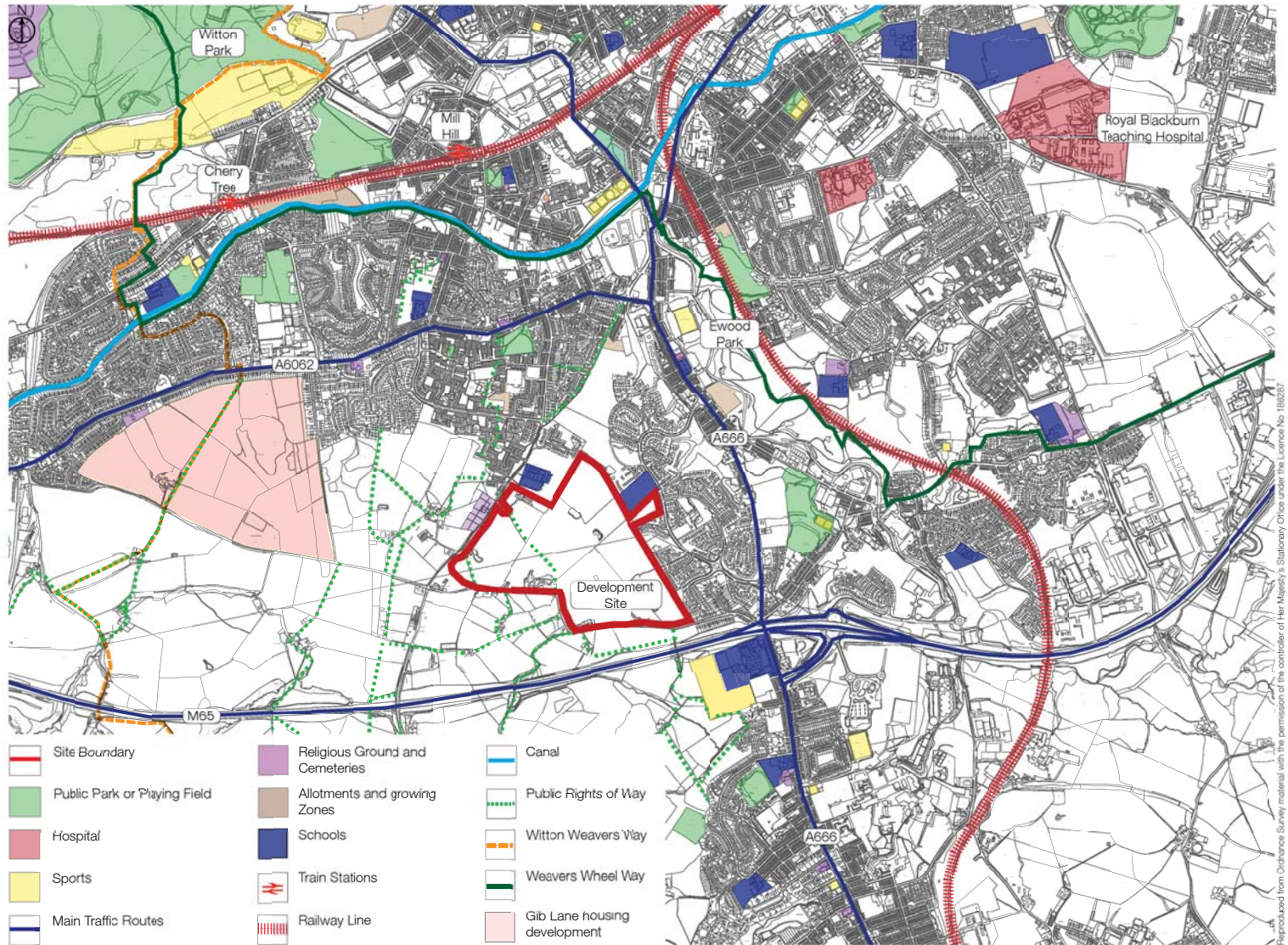
Ideas for how the site could be developed have been progressed by the project team through discussions with Blackburn with Darwen Council.



We want your views on the initial Masterplan. This exhibition shows how the emerging Masterplan has come together and explains the main opportunities and constraints that have been taken into account.

Please take time to look at the exhibition and give us your views.





Spatial Vision

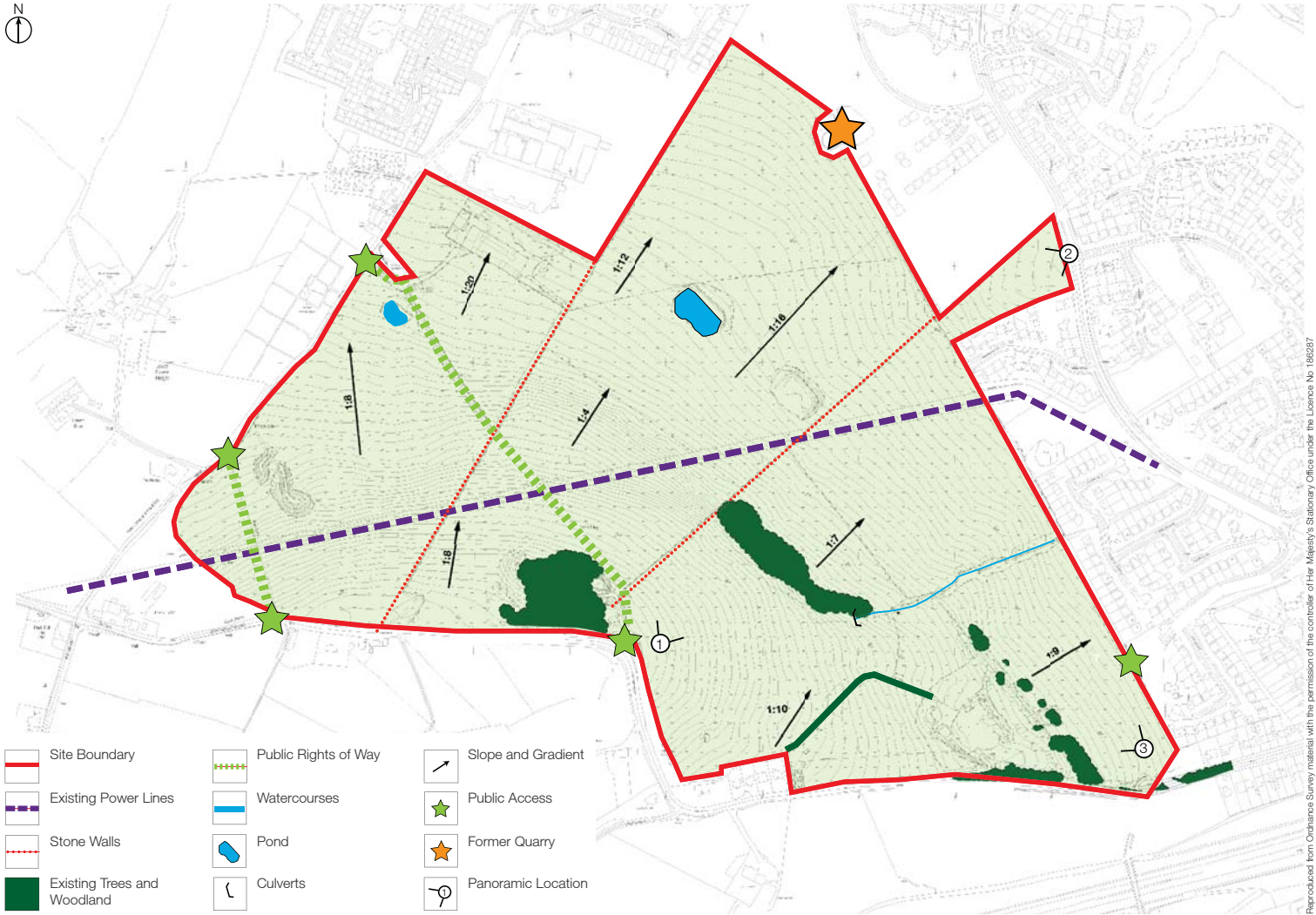
The context for the Masterplan and how it fits within the surrounding area are very important:

- Where are the major roads and other movement routes in the area?
- What are the links for sustainable transport, including walking and cycling?
- What local facilities are there and where are these located?
- How does the site relate to the character of the surrounding areas?

These considerations have helped to shape our thinking on the way the development can integrate into its setting. In addition:

- The development will become the new “urban edge” so it will be important that it is designed in a way that creates a transition into the countryside beyond.
- Movement through the site and access into the countryside is an important issue.





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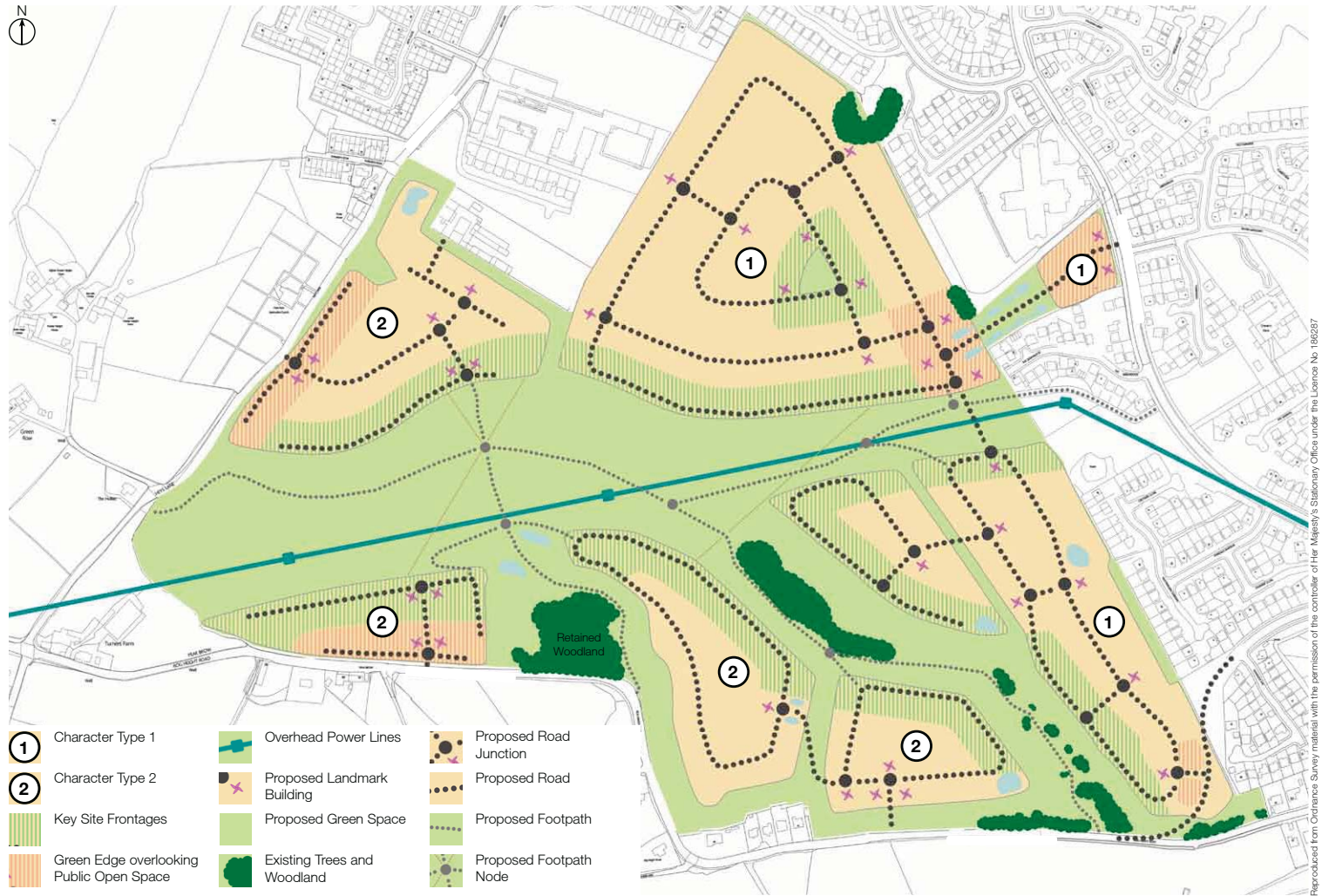
Site Analysis

- The site has challenging gradients and natural slopes
- Overhead power lines divide the site into two.
- Existing Public Footpaths run across the south from Heys Lane to Bog Height Road
- The site offers a number of potential access points.
- Existing stone wall field boundaries around the perimeter and across the site are an important countryside characteristic.
- The site contains two existing ponds and a water course
- Bands of existing native trees.
- The site offers panoramic views over Blackburn town centre to the north east and Darwen to the south east.
- Access will need to be retained for Bank Hey Farm and Bank Hey Cottages

Guiding Principles

- The development will need to gain access from the surrounding roads of Jack Walker Way, Bog Height Road and Heys Lane to ensure traffic can flow freely and safely
- Pedestrian and cycling links should connect the development to surrounding areas.
- Development must create attractive green space incorporating existing trees and woodlands.
- An attractive housing development appropriate to its setting on the edge of Blackburn
- The development will need to incorporate a Sustainable Drainage solution





The sloping land and the overhead power line point to the division of the land into a series of individual development plots.

Each development plot will be served from new points of access onto Bog Height Road, Heys Lane, Jack Walker Way and Ashwood Avenue.

The development will include a network of green spaces providing space for informal recreation.

Natural Play areas for children will be included within the green network of the development, together with routes for pedestrians and cyclists

Landmark Buildings will create a focal point and/or terminate a key approach or vista. They typically front onto more important areas of the public realm.

The development will include on site water retention areas to manage the flow of water into existing watercourses and sewers.

Key Character Types will be developed:

Character Type 1 - Suburban Transition

Will have a suburban character to complement the existing housing around Jack Walker Way. Red brick faced dwellings with grey tiled roofs and a diverse mix of house types and sizes.

Character Type 2 - Urban Edge

The Urban Edge Character Area provides the interface between the town and countryside. It will draw on the characteristics of adjacent properties along Bog Height Road and Heys Lane and could feature stone faced dwellings, slate type roofs and boundaries of drystone walls on key frontages.

The Green Edge

These areas will include dwellings overlooking greenspace, to provide a high quality outlook and surveillance of the space.

Key Site Frontages

To provide direct outlook and connections to Bog Height Road and Heys Lane and links to Jack Walker Way.





Development Plots

There will need to be regrading of the land to create gently sloping development plots

Greenspace

Greenspace flows between the development plots often on land that is more steep.

Access

There are individual points of access to development plots with the effect of distributing traffic onto a number of roads. There is the possibility of a new route between Bog Height Road and Ashwood Avenue. This will allow the closure of the eastern section of Bog Height Road to through traffic.

Links

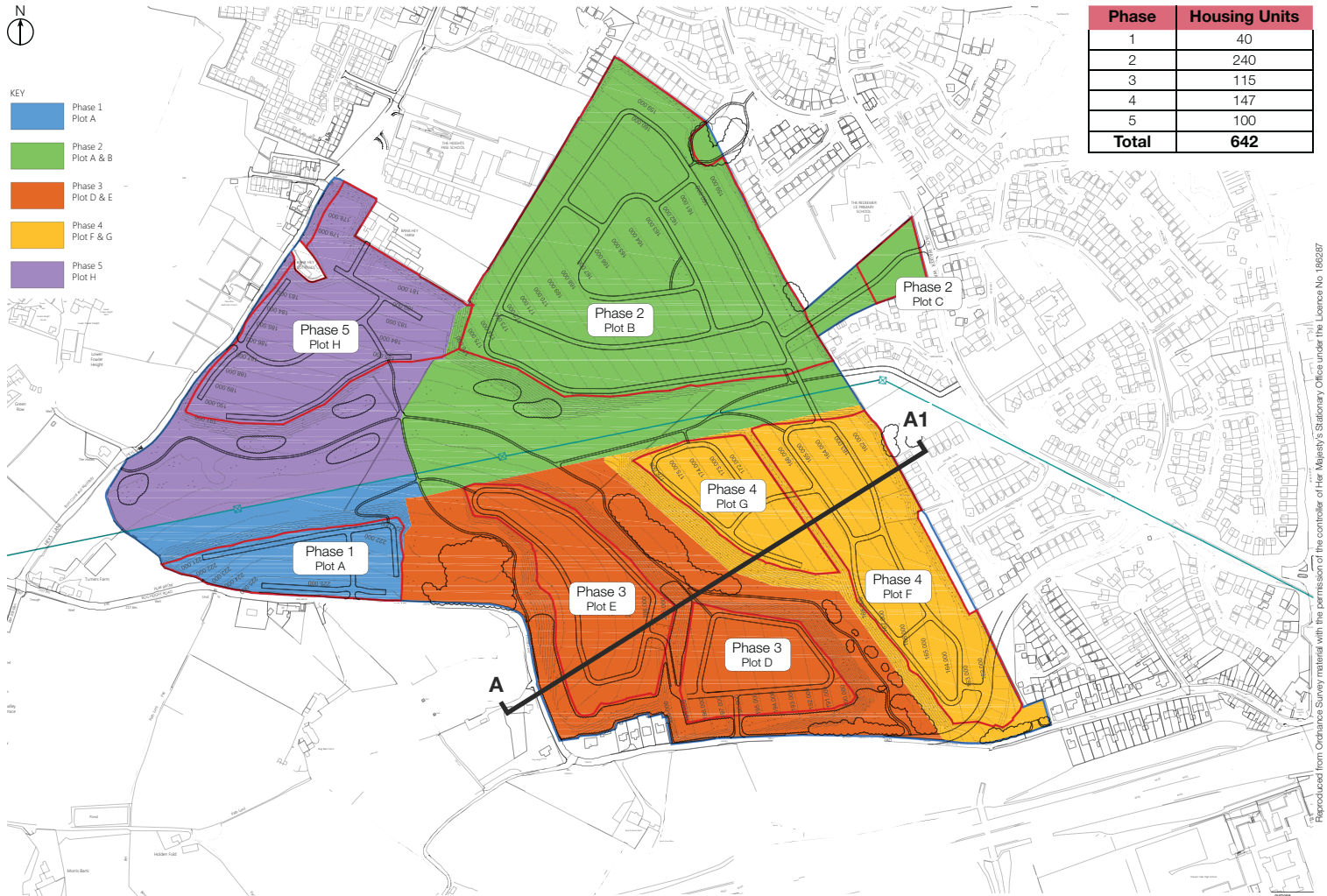
A network of footpaths through the development and the green spaces will connect the site to surrounding areas.

Surface Water

Water retention ponds will be built into the development to control the rate at which surface water flows from the site into water courses or sewers.



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Phasing

The new housing will be brought forward in phases. Each phase of housing will be served by new points of access onto surrounding roads.

The housing in each phase of the development will be accompanied by enhanced green spaces.

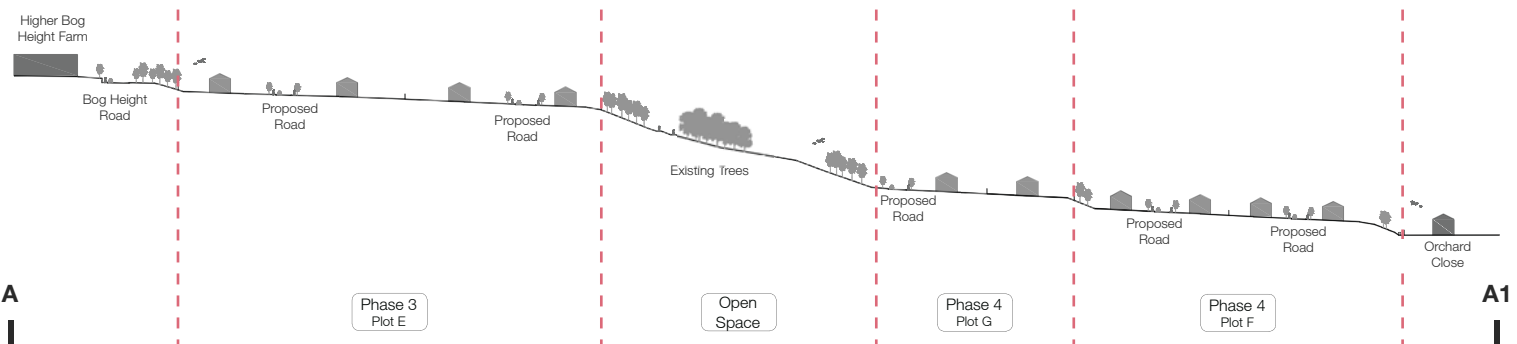
Links between the phrases will be formed over time.

Earthworks

The cross section below shows that there will need to be a 'cut and fill' exercise in order to form gently sloping housing plots.

The land between the housing plots is either the more steeply sloping ground or land beneath the power lines.

The earthworks in Plot E will be designed to address the tipped material under the top soil.

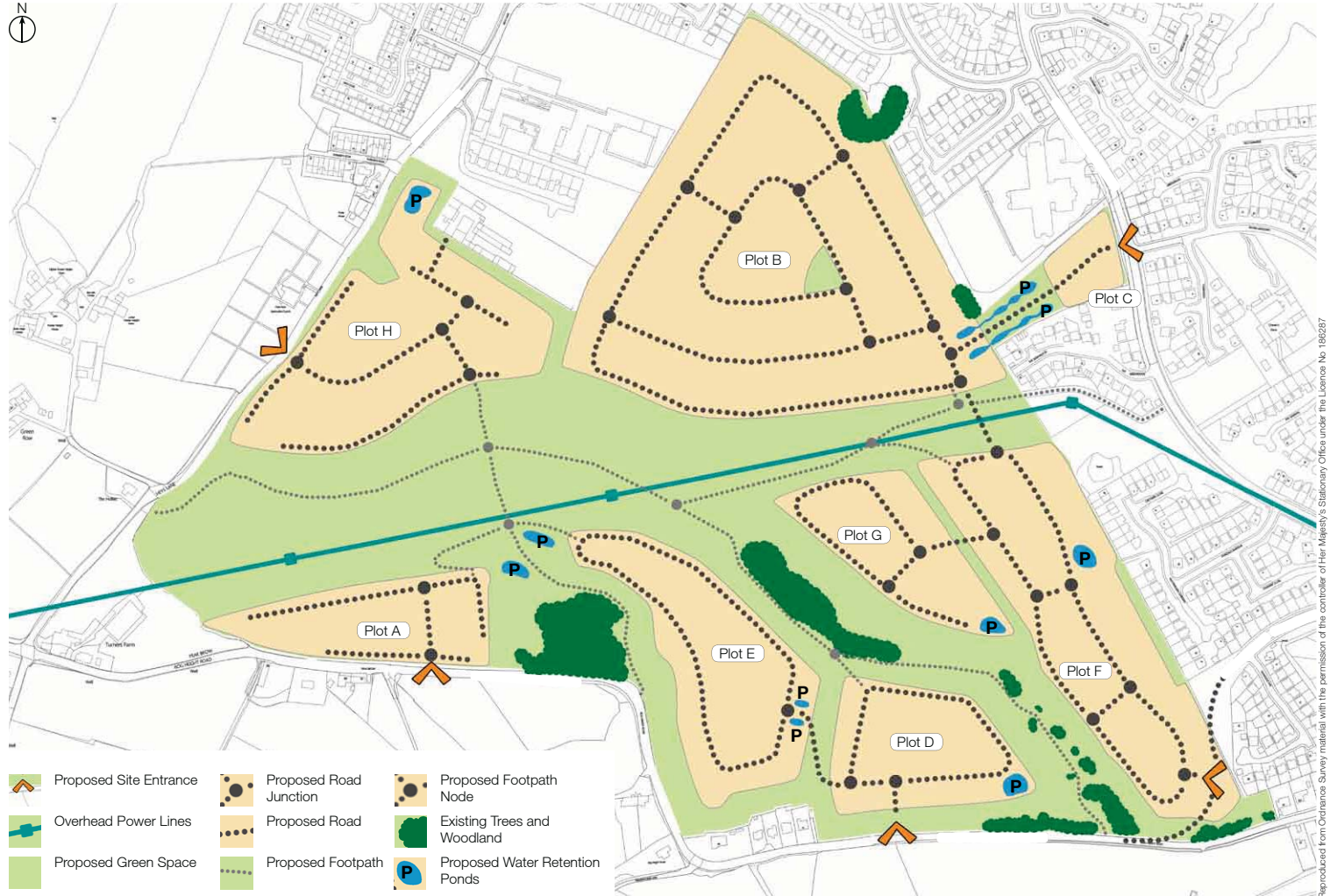


Access

The new points of access will serve discrete pockets of housing. The impacts of traffic generated by the development on the surrounding roads will be considered as part of a traffic modelling exercise.

Drainage

As part of the development, water retention ponds will be built. These will be of sufficient size to allow surface water to be stored on the site in periods of high rainfall and then released slowly into water courses and sewers. Water retention ponds will also provide new habitat and attractive features. The ponds will be designed for wildlife benefit and incorporate appropriate plants and bank profiles.

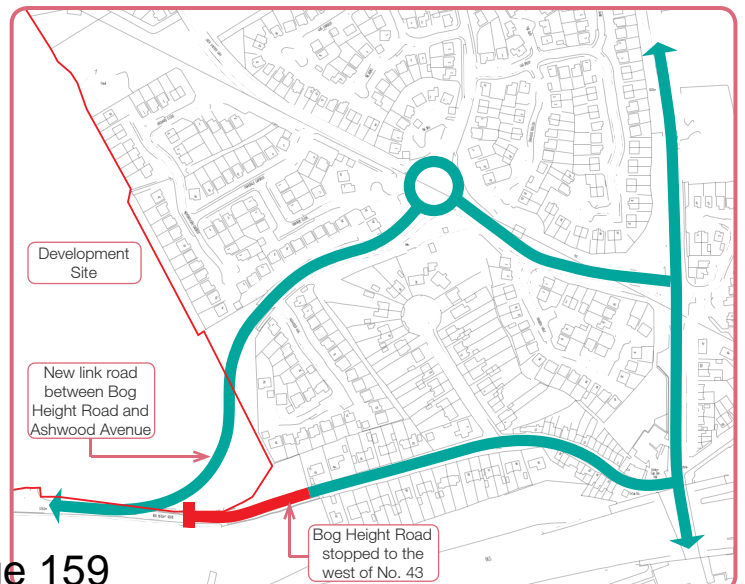
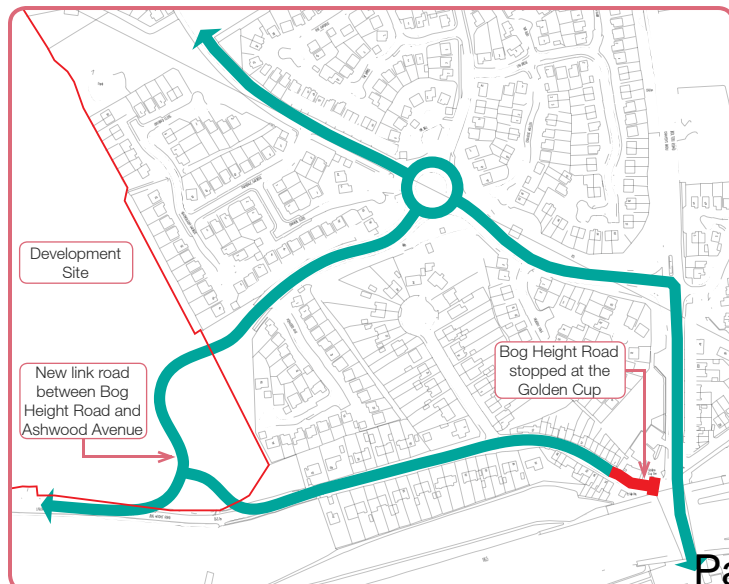


OPTION 1 - ASHWOOD AVENUE TO BOG HEIGHT ROAD LINK

This option involves the closure of Bog Height Road at the Junction with the A666 (Blackburn Road).

OPTION 2 - ASHWOOD AVENUE TO BOG HEIGHT ROAD LINK

This option involves the closure of Bog Height Road to the West of No.43, leaving the junction with the A666 (Blackburn Road) in use for a limited number of properties.



3. Questionnaire

Land to the East of Heys Lane, Blackburn Questionnaire

1. How far away from the site do you live?
 Adjacent Between ¼ - ½ mile Between ½ - 1 mile Over 1 mile
2. Were you aware that the site is allocated for new housing in the new Blackburn with Darwen Local Plan Part 2?
 Yes No
3. Do you agree that a range of housing should be provided but with an emphasis on family houses ?
 Yes No Don't Know
4. Do you support the overall approach of pockets of new housing with a network of green spaces penetrated by pedestrian routes?
 Yes No Don't Know
5. Do you support the way we propose to provide access to new housing with a number of separate links onto surrounding roads to distribute traffic more evenly?
 Yes No Don't Know
6. Do you support the option of creating a new road link between Bog Height Road and Ashwood Avenue?
 Yes No Don't Know
7. If a new link road is provided, do you support the closure of Bog Height Road at the Golden Cup (Option 1) or to the west of No. 43 Bog Height Road (Option 2)?
 Option 1 Option 2
8. We will build ponds into any development to 'retain' surface water before it leaves the site at a regulated rate. Do you support this approach?
 Yes No Don't Know
9. Are there any other matters you wish to comment on?

4. FAQ and Answers Document

Land to the East of Bank Hey, Blackburn

Public Consultation

Frequently Asked Questions

New Housing

- Q1 Why not build on brownfield sites elsewhere in Blackburn rather than here?
- A1 The land is allocated for housing in the Blackburn with Darwen Local Plan Part 2. It is one of a number of strategic housing sites around the edge of the town which will help to meet long term housing needs and stimulate economic growth. The Local Plan envisages that, over a long period, housing will be built on both these strategic sites and brownfield sites. There are insufficient brownfield sites to meet the housing needs of the borough.
- Q2 What measures will be put in place to minimise overlooking and overshadowing from the new houses to the existing?
- A2 Where there is a direct relationship between new and existing housing the guidance to developers will stress that a combination of reasonable distances between properties and intervening planting and boundary treatment will be used to minimise overlooking and overshadowing. Subsequent planning applications will provide full details of these measures and give further opportunity for residents to comment. The Council applies minimum separation distances between properties to safeguard amenity.
- Q3 Can the pedestrian link through the space between The Greenwood and Orchard Close be moved away from existing houses?
- A3 Options for a pedestrian route will be investigated taking into account land ownership and physical constraints.

Greenspace and Existing Features

- Q4 Will it be possible to retain existing features such as woodland and dry stone walls?
- A4 The earthworks to create the development plots will require the removal of some trees and lengths of walls but the most significant groups of trees on the site will be retained and protected. This will contribute to wider areas of greenspace that run around and between the parcels of housing.
- Q5 Who will maintain the greenspace areas?
- A5 The intention is to set up a management company which will be charged with the maintenance and management of greenspace and other amenities such as play areas.
- Q6 How will important wildlife habitats be affected?
- A6 We have carried out wildlife surveys. Where possible, the most important habitats will be retained and included in the greenspace areas. There will also be opportunities to create new habitats for wildlife. The Council applies policies to safeguard important wildlife sites.

Local Amenities

- Q7 Will there be sufficient capacity in the local schools?
- A7 The impact of development on local primary school capacity is currently being assessed by Blackburn with Darwen Council in its role as Local Education Authority. It is expected that developers will contribute towards improvements. This might be through expansion of a local school or through a contribution towards a new primary school on the Gib Lane development. There is sufficient capacity in secondary schools to meet the needs of future households.

- Q8 Will local health services be in a position to accommodate the increased number of households?
- A8 The Council is in regular contact with the Clinical Commissioning Group and NHS England about meeting the needs of new planned households. Both organisations have been consulted further as a part of the masterplanning process.

Transport and Traffic

- Q9 Is Heys Lane adequate to safely accept the traffic generated by the new development, particularly as the Gib Lane development is now being built?
- A9 The Gib Lane development (700 dwellings) has been accounted for in our traffic assessments as well as another committed development at site of the former Sappi Paper Mill.
- The capacity of the junctions at either end of Heys Lane will be assessed in a way that is based on the Bank Hey development fully built out as well as the committed development site fully constructed.
- Q10 Is Bog Height Road of a sufficient standard to accept the traffic generated by this development?
- A10 The capacity of the junctions at either end of Bog Height Road (the A666 / Bog Height Road junction and the Bog Height Road / Tockholes Road / Heys Lane / Broken Stone Road junction) will be assessed with the Bank Hey development fully built out as well as with the committed development site fully constructed.
- Q11 Is there an option to form a new link to Ashwood Avenue but to keep Bog Height Road open to traffic?
- A11 Yes, all options will be considered through any future planning application process.
- Q12 When will the new link onto Ashwood Avenue be built?
- A12 If it is agreed that a new link road from Ashwood Avenue to Bog Height Road should be built, then the timescales for its construction will be established at the planning application stage.
- Q13 Is there sufficient capacity along Jack Walker Way and at its junction with the A666?
- A13 The capacity of the junctions at either end of Jack Walker Way will be assessed with the Bank Hey development fully built out as well as with the committed development site fully constructed.
- Q14 Will there be better traffic management measures along Jack Walker Way?
- A14 We will discuss improved traffic management measures along Jack Walker Way with Blackburn with Darwen Borough Council through the consultation period following submission of any planning application.
- Q15 How will parking be managed around the Redeemer Primary School?
- A15 We will discuss parking around the Redeemer Primary School with Blackburn with Darwen Borough Council through the consultation period following submission of any planning application.

Drainage

- Q16 Will there be sufficient capacity in the proposed drainage attenuation basins?
- A16 The surface water attenuation ponds as designed at this preliminary stage have been sized with capacity to ensure no flooding on or off the site. Detailed design will follow the finalised masterplan so as to precisely inform the construction of surface water management controls.

- Q17 How will the drainage attenuation basins and watercourses be maintained?
- A17 The drainage network and the control features such as the attenuation basins will be maintained by the management company which is to be set up to maintain all greenspaces.
- Q18 What other drainage measures will be put in place besides the attenuation basins?
- A18 This will be further defined at the detailed design phase and may be subject to change. However, the drainage network as a whole will be based on well tested principles of surface water management, including the use of soakaways as a form of primary source control (from roofs and driveways), vegetated swales to slow drainage velocities and reduce overall water discharge volumes and the use of underground storage to further mitigate the potential for on and off-site flooding.
- Q19 What measures will be adopted to prevent the flooding of gardens and houses immediately adjacent to the site?
- A19 All surface water flows leaving the site will be restricted to an acceptable limit, known as the greenfield discharge rate. This discharge rate corresponds to the pre-development runoff rate from the site. The greenfield runoff rate will set the limit for surface water flows. All outfalls from the drainage system will be directed to the existing watercourses which are located at the eastern boundary of the site. This will reduce the potential for overland flooding.

5. Feedback from Other Stakeholders

Date: 13 December 2017
Our ref: 233913



[REDACTED]
Lea Hough & Co

Hornbeam House
Crewe Business Park
Electra Way
Crewe
Cheshire
CW1 6GJ

T 0300 060 3900

BY EMAIL ONLY

Dear [REDACTED],

Planning consultation: Housing Development
Location: Land at Bank Hey, Blackburn

Thank you for your consultation on the above dated 12 December 2017 which was received by Natural England on 12 December 2017.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

The Wildlife and Countryside Act 1981 (as amended)
The Conservation of Habitats and Species Regulations 2017

Natural England's comments in relation to this application are provided in the following sections.

Statutory nature conservation sites – no objection

Based upon the information provided, Natural England advises the Council that the proposal is unlikely to affect any statutorily protected sites or landscapes.

Protected species

We have not assessed this application and associated documents for impacts on protected species.

Natural England has published [Standing Advice](#) on protected species.

You should apply our Standing Advice to this application as it is a material consideration in the determination of applications in the same way as any individual response received from Natural England following consultation.

The Standing Advice should not be treated as giving any indication or providing any assurance in respect of European Protected Species (EPS) that the proposed development is unlikely to affect the EPS present on the site; nor should it be interpreted as meaning that Natural England has reached any views as to whether a licence is needed (which is the developer's responsibility) or may be granted.

If you have any specific questions on aspects that are not covered by our Standing Advice for European Protected Species or have difficulty in applying it to this application please contact us with

details at consultations@naturalengland.org.uk.

Local sites

If the proposal site is on or adjacent to a local site, e.g. Local Wildlife Site, Regionally Important Geological/Geomorphological Site (RIGS) or Local Nature Reserve (LNR) the authority should ensure it has sufficient information to fully understand the impact of the proposal on the local site before it determines the application.

Biodiversity enhancements

This application may provide opportunities to incorporate features into the design which are beneficial to wildlife, such as the incorporation of roosting opportunities for bats or the installation of bird nest boxes. The authority should consider securing measures to enhance the biodiversity of the site from the applicant, if it is minded to grant permission for this application. This is in accordance with Paragraph 118 of the National Planning Policy Framework. Additionally, we would draw your attention to Section 40 of the Natural Environment and Rural Communities Act (2006) which states that *'Every public authority must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity'*. Section 40(3) of the same Act also states that *'conserving biodiversity includes, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat'*.

Landscape enhancements

This application may provide opportunities to enhance the character and local distinctiveness of the surrounding natural and built environment; use natural resources more sustainably; and bring benefits for the local community, for example through green space provision and access to and contact with nature. Landscape characterisation and townscape assessments, and associated sensitivity and capacity assessments provide tools for planners and developers to consider new development and ensure that it makes a positive contribution in terms of design, form and location, to the character and functions of the landscape and avoids any unacceptable impacts.

Sites of Special Scientific Interest Impact Risk Zones

The Town and Country Planning (Development Management Procedure) (England) Order 2015 requires local planning authorities to consult Natural England on "Development in or likely to affect a Site of Special Scientific Interest" (Schedule 4, w). Our SSSI Impact Risk Zones are a GIS dataset designed to be used during the planning application validation process to help local planning authorities decide when to consult Natural England on developments likely to affect a SSSI. The dataset and user guidance can be accessed from the data.gov.uk website

We would be happy to comment further should the need arise but if in the meantime you have any queries please do not hesitate to contact us.

For any queries regarding this letter, for new consultations, or to provide further information on this consultation please send your correspondences to consultations@naturalengland.org.uk.

We really value your feedback to help us improve the service we offer. We have attached a feedback form to this letter and welcome any comments you might have about our service.

Yours sincerely


Consultations Team

From [REDACTED]
 Sent: 11/01/2018 16:39:00
 To: [REDACTED]
 Cc: [REDACTED]
 Subject: FW: Land at Bank Hey, Blackburn, Blackburn with Darwen Borough, Lancashire
 Project: 1225
 Description: Bank Hey, Blackburn
 Location:
 Client: [REDACTED]

FYI, as per [REDACTED] email.

[REDACTED]
 The Wildlife Trust for Lancashire, Manchester & North Merseyside

From [REDACTED]
 Sent: 11 January 2018 16:26
 To: [REDACTED]
 Cc: [REDACTED]
 Subject: RE: Land at Bank Hey, Blackburn, Blackburn with Darwen Borough, Lancashire

Hello again, [REDACTED]

Further to my initial response, a week's bout of 'flu has since interrupted me, but I've now got back to this consultation.

I note that "*Further technical work has been undertaken- and some is still on-going- to provide an evidence base in relation to access, drainage, ecology, trees, air quality and ground conditions*": the results of the technical work on ecology would, of course, lie within our core area of charitable expertise and remit; along with public engagement with and understanding of wildlife & wild places. I await the outcome of that with interest.

However, I can offer these initial comments.

Although much of the Bank Hey area seems to be dominated by fairly intensively farmed pasture, examination of Google Earth also suggests that there is, or recently was, an area of damper, perhaps more semi-natural grassland at the higher, southern end of the site. Higher Bog Height Pasture Local Wildlife Site (BHS 62 SE09) would appear to lie just outside and across Bog Height Road from that damper area of the proposed development site.

[Local Wildlife Sites](#) are known within Lancashire, including Blackburn with Darwen and Blackpool unitary authorities, as "Biological Heritage Sites". The reasons for Higher Bog Height Pasture Local Wildlife Site's identification as site of importance for wildlife in a county or greater context, together with a boundary map and site description, may be obtained from the [Lancashire Environment Record Network](#) (LERN); as may data on key habitats and species in and around your proposal site. Such data should be used to enable your ecological adviser to make an objective assessment of the ecological networks running through the proposal site, their current quality, and gaps in the current network; and any opportunities to buffer, expand and reconnect the Local Wildlife Site into the wider local ecological network. That should inform your proposals for mitigation and enhancement works to comply with National Planning Policy Framework and Local Plan policy.

I also note that the development proposal, as envisaged, would appear to result in the loss of two ponds and a currently partly open watercourse. There doesn't appear to be any direct mitigation proposed for those losses; with the new ponds proposed being part of a SuDS rather than designed as biodiversity mitigation habitat *per se*.

The creation and, presumably, subsequent sympathetic management of semi-natural habitat as part of public open space associated with the development is welcomed in principle, but, in the absence of the baseline evidence base referred to previously, and any detail on what exactly is proposed, we cannot comment further at this stage: similarly in terms of the proposed dwellings themselves and the engagement of putative new residents with new and existing wildlife features on and around the proposal site and their enjoyment and understanding of their local natural environment.

There is some more background on such matters in the Blackburn with Darwen Supplementary Planning Document on *Green Infrastructure & Ecological Networks* (see: <https://www.blackburn.gov.uk/Pages/Supplementary-Planning-Documents-.aspx>).

You may also be interested in '[Homes for people and wildlife - how to build housing in a nature-friendly way](#), published today.

Kind regards

[REDACTED]
 Conservation Officer for Central & Western Lancashire
 (Blackburn with Darwen, Chorley, Preston, South Ribble, West Lancashire)

Tel: [REDACTED]

Mob: NONE

E-mail: [REDACTED]

twitter: @LaWT_d

We're a membership charity: joining details are online at: <http://www.lancswt.org.uk/membership>.

The Wildlife Trust for Lancashire, Manchester & North Merseyside

(Blackburn with Darwen, Blackpool, Bolton, Burnley, Bury, Chorley, Fylde, Hyndburn, Knowsley, Lancaster, Liverpool, Manchester, Oldham, Pendle, Preston, Ribble Valley, Rochdale, Rossendale, St Helens, Salford, Sefton, South Ribble, West Lancashire, Wigan, Wyre)



Web Site: www.lancswt.org.uk

Visit www.wildlifetrusts.org for details of our campaigns for *A Living Landscape & Living Seas*.



Registered address: The Barn, Berkeley Drive, Bamber Bridge, PR5 6BY.
Charity number 229325, Company number 731548.
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CC



Wildlife Trust for Lancashire, Manchester and North Merseyside
East Lancashire Voluntary Sector Resource Centre
62-64 Yorkshire Street
Burnley
Lancashire
BB11 3BT

01282 704605
07717 366816



From: [Redacted]
Sent: 12 December 2017 10:49
To: [Redacted]
Subject: Land at Bank Hey, Blackburn

Dear Sirs

On behalf of landowners, we are developing a Masterplan document for land at Bank Hey/Heys Lane, Blackburn, with a view to this being subsequently submitted to Blackburn with Darwen Council for adoption.

The site, which extends to approximately 100 acres, is a residential allocation in the Blackburn with Darwen Local Plan. The site has challenging gradients and has been the subject of an earthworks design process to identify suitable development parcels. These are identified on the Illustrative Masterplan attached.

Further technical work has been undertaken- and some is still on-going- to provide an evidence base in relation to access, drainage, ecology, trees, air quality and ground conditions. Planning and design work is also being undertaken with a view to setting the parameters for future applications.

Also attached are copies of consultation boards which were presented at a public event held on 7th December.

As part of Blackburn's adoption requirements, comments are sought from statutory consultees and your details have been provided by Blackburn with Darwen for us to circulate the available information for your consideration.

Comments should be provided no later than 19th January to:



Alternatively, for further information, please do not hesitate to contact me.

Regards



Tel: [Redacted]
Mo: [Redacted]
Email: [Redacted]

LeaHough
CHARTERED SURVEYORS

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Reg Office 7 Ferry Road Office Park, Preston, PR2 2HY
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We wish everyone a very Merry Christmas and a Happy New Year.
Our offices will close on Friday, 22nd December

and reopen on Tuesday 2nd January, 2018.

Rather than sending Christmas cards, Lea Hough will be making a donation to the charity "Pop 'n' Grow"

From: [REDACTED]
Sent: 12/12/2017 11:37:00
To: [REDACTED]
Cc:
Subject: RE: Land at Bank Hey, Blackburn
Project: 1225
Description: Bank Hey, Blackburn
Locaton:
Client: [REDACTED]

Dear [REDACTED]

Thank you for your consultation. Having reviewed the documentation, as the site is some distance from the Leeds & Liverpool canal and our assets, the Canal & River Trust have no comments to make on the proposed development.

Kind regards

[REDACTED]
Area Planner North West & North Wales / Cynlluniwr Ardal Gogledd Orllewin a Gogledd Cymru

M [REDACTED]
E [REDACTED]

Canal & River Trust / Glandwr Cymru,
Red Bull Wharf, Congleton Road South, Church Lawton, Stoke-on-Trent, Staffordshire, ST7 3AP

Follow [@canalrivertrust](#) from the Canal & River Trust on Twitter

Please visit our [website](#) to find out more about the Canal & River Trust and download our 'Shaping our Future document' on the **About Us** page / Ewch i <http://www.canalrivertrust.org.uk/cymraeg> i ddsygu mwy am Glandwr Cymru ac i lawrlwytho ein dogfen 'Llunio ein Dyfodol' ar y dudalen **Amdanom ni**.

From: [REDACTED]
Sent: 12 December 2017 10:49
To: [REDACTED]
Subject: Land at Bank Hey, Blackburn

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Alternatively, for further information, please do not hesitate to contact me.

Regards

Tel:

Mob:

Email

LeaHough

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charity number 1146792. Registered office address First Floor North, Station House, 500 Elder Gate,
Milton Keynes MK9 1BB.

Cadw mewn cysylltiad Cofrestrwch i dderbyn e-gylchlythyr Glandwr Cymru

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Mae'r e-bost hwn a'i atodiadau ar gyfer defnydd y derbynnydd bwriedig yn unig. Os nad chi yw derbynnydd bwriedig yr e-bost hwn a'i atodiadau, ni ddylech gymryd unrhyw gamau ar sail y cynnwys, ond yn hytrach dylech eu dileu heb eu copïo na'u hanfon ymlaen a rhoi gwybod i'r anfonwr eich bod wedi eu derbyn ar ddamwain. Mae unrhyw farn neu safbwynt a fynegir yn eiddo i'r awdur yn unig ac nid ydynt o reidrwydd yn cynrychioli barn a safbwyntiau Glandwr Cymru.

Mae Glandwr Cymru yn gwmni cyfyngedig drwy warant a gofrestrwyd yng Nghymru a Lloegr gyda rhif cwmni 7807276 a rhif elusen gofrestredig 1146792. Swyddfa gofrestredig: First Floor North, Station House, 500 Elder Gate, Milton Keynes MK9 1BB.

[REDACTED]

Our ref: NO/2018/110450/01-L02

Your ref: Bank Hey

Date: 18 January 2018

Dear [REDACTED]

**MASTERPLAN DOCUMENT FOR RESIDENTIAL ALLOCATION LAND AT BANK HEY/HEYS LANE, BLACKBURN
LAND BETWEEN HEYS LANE AND BOG HEIGHT ROAD, BLACKBURN**

Thank you for consulting us on the above, which we received 12 December 2017.

Our Preliminary Opinion on this proposal is that the development as submitted raises some environmental concerns/issues and the developer will need to undertake further work to show how these issues can be satisfactorily addressed to ensure no adverse environmental impacts.

Based on the information submitted, we wish to make the following comments:

Historic Landfill

Our records show that site for the proposed development covers an area that has been used as an historic landfill. Records of materials in-filled include:

- solid wastes consisting of inert materials from demolition and construction;
- solid industrial waste of a kind which contain no poisonous, noxious or polluting materials; and
- food waste received until 1987, and significant concentrations of landfill gas have been measured.

Given this previous use we would suggest that a site investigation is undertaken as set out below:

- 1) A preliminary risk assessment which has identified:
 - all previous uses;
 - potential contaminants associated with those uses;
 - a conceptual model of the site indicating sources, pathways and receptors; and
 - potentially unacceptable risks arising from contamination at the site.

2) A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.

3) The results of the site investigation and detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

4) A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

If the site investigation is not provided in support of the planning application we would request that the Local Planning Authority conditions any grant of permission to this effect.

Yours sincerely

[Redacted signature]

e-mail: [clplanning @environment-agency.gov.uk](mailto:clplanning@environment-agency.gov.uk)

From: [REDACTED]
Sent: 13/12/2017 13:45:00
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Land at Bank Hey, Blackburn
Project: 1225
Description: Bank Hey, Blackburn
Locaton:
Client: [REDACTED]

Attachment(s): 1225-008 Illustrative Masterplan.pdf, Bank Hey Consultation Boards_30 Nov 17
LOW RES.PDF

Dear [REDACTED],

Thank you for contacting us for comments to inform early planning design work for housing development on the Bank Hey allocated site.

The strategic road network (SRN) that we operate nearest to this site comprises the M65 motorway. The nearest motorway junction to the site is Junction 4, where the SRN only extends to the ends of the sliproads and does not include the roundabout, signals of Earcroft Way that are part of the local road network operated by Blackburn with Darwen Council. In addition, Junction 5 is also readily accessible from the site, but is similar to Junction 4 where the roundabout and signals controlling the junction are the responsibility of the local authority.

In this context, Highways England's interest in the traffic impacts of these proposals for up to 642 homes on the Bank Hey site extends to understanding the effects of the development at peak times upon the operation of both these junctions, and in particular concerning the ability of vehicles to leave the motorway / potential for mainline queuing issues to emerge or be exacerbated by the proposals. Consequently, we would recommend that the eventual Transport Assessment (TA) demonstrates appropriate trip assignment and modelling of the impacts on both junctions for weekday AM/PM peak periods for the year the development first becomes available for occupation, but based upon a full build-out. This exercise should be repeated for a point ten years after this date, which is a requirement of the governing DfT Policy Circular 02/2013 'The Strategic Road Network and the Delivery of Sustainable Development'. Although we do not currently have traffic models available for either junction, we are aware that Blackburn with Darwen Council may have recent modelling available of both junctions

We would therefore request that the TA fully reflects the above and wider requirements of policy Circular 02/2013, and is developed using the principles set out in the guidance document 'The strategic road network: Planning for the future - A guide to working with Highways England on planning matters', which are both available online.

In addition to this, we will also expect to see measures to reduce private vehicle demand and promote transport sustainability within the development. For example, this should be promoted through design (such as provision of direct, high standard walking and cycling routes through the site to nearby amenities and public transport access points) and implemented and monitored as part of a Travel Plan for the site.

We hope that this information is useful. If you would like to discuss anything about this email, please contact me.

Kind regards,

[REDACTED]
Highways England | Piccadilly Gate | Store Street | Manchester | M1 2WD

Tel: [REDACTED]

Web: <http://www.highways.gov.uk>

From: [REDACTED]

Sent: 12 December 2017 10:43

To: Planning NW

Subject: Land at Bank Hey, Blackburn

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On behalf of landowners, we are developing a Masterplan document for land at Bank Hey/Heys Lane, Blackburn, with a view to this being subsequently submitted to Blackburn with Darwen Council for adoption.

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As part of Blackburn's adoption requirements, comments are sought from statutory consultees and your details have been provided by Blackburn with Darwen for us to circulate the available information for your consideration.

Comments should be provided no later than 19th January to:

[REDACTED]

Alternatively, for further information, please do not hesitate to contact me.

Regards

[REDACTED]

Tel: [REDACTED]

Mob: [REDACTED]

Email: [REDACTED]

LeaHough

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Agenda Item 8.5

EXECUTIVE BOARD DECISION



REPORT OF:	Executive Member for Finance and Governance
LEAD OFFICERS:	Director of Finance and Customer Services
DATE:	11 June 2020

PORTFOLIO/S AFFECTED:	All
WARD/S AFFECTED:	All
KEY DECISION:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

SUBJECT: CORPORATE REVENUE BUDGET MONITORING REPORT QUARTER 4 - 2019/20 OUTTURN POSITION

1. EXECUTIVE SUMMARY

The report details the overall revenue position of the Council for the year ended 31st March 2020, highlighting the key issues for review. It also determines the year end position with regard to portfolio under/overspends and the impact on earmarked and unallocated reserves.

2. RECOMMENDATIONS

The Executive Board is asked to approve:

- the portfolio budget adjustments outlined in Appendix 1.
- carry forward of the specific amounts shown in Appendix 1 from 2019/20 to 2020/21.
- the earmarked reserves position shown in Appendix 2
- the variations to revenue expenditure, as listed in Section 6, thereby giving rise to a revised balance of £7.173 million on the unallocated General Fund revenue reserve at 31st March 2020.

3. BACKGROUND

All portfolios are required to examine their revenue budget position on a monthly basis. Regular reports are submitted to Executive Board for review along with a final report, detailing the financial outturn position.

4. KEY ISSUES & RISKS

Actual net revenue expenditure at 31st March 2020 was £140.802 million, compared to an original budget of £137.345 million i.e. an increase in net expenditure of £3.457 million.

Portfolio controllable expenditure, including Schools & Education (DSG), was £118.997 million for the year, which was £2.777 million more than the revised budget of £116.220 million, approved by Executive Board in February 2020.

General Fund unallocated reserves are £7.173 million at 31st March 2020, compared to £5.902m million at 31st March 2019. The increase relates to a number of transfers both to and from unallocated reserves that were approved during the year, together with final outturn adjustments detailed in Section 6.

The Council holds earmarked reserves of £19.152 million for discretionary purposes. These include;

- £1.075 million to fund improvements to assets and infrastructure
- £2.604 million to meet the cost of downsizing and transformation in future years, including potential redundancy costs
- £3.341 million for People services, including amounts set aside to meet future demand pressures
- £1.111 million for Place and Resources services
- £0.163 million set aside in respect of welfare and local taxation reform.
- £8.309 million in respect of grants, contributions and other budgets carried forward from 2019/20 to 2020/21 to meet specific costs (this includes £5.151 million in respect of the first tranche of COVID 19 funding from central government received late in March 2020).
- £2.549 million set aside for specified purposes.

The Council also holds reserves of £9.114 million in relation to expenditure for Schools and Education, and £0.365 million is held in respect of joint arrangements, charitable purposes and other ring-fenced commitments.

5. POLICY IMPLICATIONS

The information contained within the report accords with the three year budget forecast within the Medium Term Financial Strategy 2019-22, as approved at Finance Council on 25th February 2019.

6. FINANCIAL IMPLICATIONS

6.1 REVENUE BUDGETS AND EXPENDITURE

6.1.1 Revenue Budget Overview

Portfolio controllable budgets were overspent by £5.312 million at 31st March 2020; this has been funded through the Council's reserves. The summary of the outturn revenue position is as follows:

	Original Budget (after portfolio changes)	Revised Budget (incl outturn adjustments at Appendix 1)	Actual Outturn	Variation from Revised Budget Over/ (Under) spend
Net Expenditure	£000	£000	£000	£000
Adults & Prevention Services	50,035	49,811	49,523	(288)
Public Health and Wellbeing	2,323	1,995	1,829	(166)
Children, Young People & Education	30,782	30,950	34,615	3,665
Environmental Services	8,926	8,795	8,619	(176)
Growth & Development	7,705	6,322	6,312	(10)
Digital & Customer Services	5,526	5,611	5,361	(250)
Finance & Governance	10,804	11,142	10,650	(492)
Schools and Education (DSG)	(941)	(941)	2,088	3,029
Net portfolio controllable expenditure	115,160	113,685	118,997	5,312
Contribution from schools for prudential borrowing	(650)	(650)	(650)	0
Contribution to capital expenditure	300	1,073	1,073	0
Interest and debt repayment	19,559	17,929	17,787	(142)
Amounts to be allocated / contingencies	4,151	2,897	2,897	0
Parish councils	184	184	184	0
Total net expenditure	138,704	135,118	140,288	5,170
Contribution (from)/to reserves	(1,359)	7,684	2,878	(4,806)
Total net budget	137,345	142,802	143,166	364
Financed by:				
Non-ringfenced Government grants	(53,234)	(58,691)	(59,055)	(364)
Non-domestic rates	(30,843)	(30,843)	(30,843)	0
Council tax	(52,758)	(52,758)	(52,758)	0
Net deficit on Collection Fund	(510)	(510)	(510)	0
Total financing	(137,345)	(142,802)	(143,166)	(364)

6.1.2 Performance against budgets

Appendix 1 details the portfolio budgets at 31st December 2019, as approved by the Executive Board in February 2020 (totalling £116.220 million), together with the details of all of the adjustments recommended to the Board for approval in this Quarter 4 Outturn report; these result in a revised total budget allocation across the portfolios of £113.685 million, and reflect:

- transfers to and from earmarked reserves to support spending on specific schemes for which these reserves were established, or to replenish these reserves
- transfers from unallocated reserves to support budget pressures
- transfers to unallocated reserves in respect of savings made
- transfers from sums held in contingencies
- transfers to earmarked or unallocated reserves in respect of grants / contributions and other year-end budget carryover requests

The outturn position and key financial issues for each portfolio are as follows:

Adults and Prevention Services

The final outturn position for the portfolio was an underspend of £288,000. Principally, the variation reflects an overspend of £623,000 on external commissioning budgets, offset by contributions in respect of the Disabled Facilities Grant administration fee of £161,000 and Adult Personal Social Services funding of £139,000 together with other managed savings across the portfolio, predominantly on staffing.

Throughout the course of 2019/20 the portfolio has faced pressures from demand on the commissioned services budget. However the implementation of demand management strategies, delivering savings as part of budget strategy, and management of transitions have assisted in mitigating these pressures as far as possible.

It is anticipated that these pressures will continue into 2020/21 and so the department has plans in place to review specific areas of the commissioning budget to try to contain costs and continue developing further efficiency programmes going forward. These include review in the area of joint financing, invest to save opportunities to facilitate more effective demand management and contract negotiation to reduce void costs.

Public Health and Wellbeing

The portfolio ended the year with an underspend of £165,000 in relation to Leisure & Culture services. In the main this was due to income performance being better than expected for budget heads in the area of halls & entertainment as well as public halls hospitality exceeding the income targets.

The Public Health department has achieved a breakeven position at outturn, following the transfer of ring-fenced grant funding of £422,000 to the Public Health Reserve. The transfer relates to agreed and contracted expenditure, in respect of programmes that will continue into 2020/21.

Children, Young People and Education

As reported throughout the year, the Children's Services portfolio continued to experience increased levels of demand resulting in significant cost pressures in 2019/20. The portfolio's final position for the year shows an overspend of £3,665,300. Efforts have been made wherever possible to contain these costs and a new Duty and Advice service has been introduced in order to manage the "front door" and

assessment activity more effectively. This new service has had a positive impact and the numbers of referrals have been reduced significantly, however it will take time before we see fewer numbers of 'looked after' children and a resultant reduction in the cost pressures.

The main variations arose across the placement budgets, with the largest overspend being £4,014,000 against externally commissioned placements. Other significant overspends were seen against special guardianship orders (£548,000) and the fostering service (£491,000). These cost pressures were partially offset by utilisation of external funding and other savings achieved across the remainder of the portfolio.

Environmental Services

The portfolio had forecast a breakeven position for the year end, however savings on waste disposal arising from reduced tonnages offset the portfolio pressures and has resulted in an underspend at outturn of £176,000.

Growth and Development

The portfolio had previously reported pressures in respect of highway maintenance, the Mall market and the bus station but following action taken to mitigate these pressures during the year, the outturn position resulted in a minor underspend of £10,000.

Digital and Customer Services

The portfolio had forecast an underspend of £250,000 at the end of Quarter 3 due to restructure within the ITM&G Team and a number of vacancies held during the year, the final outturn position is as previously forecast.

Finance and Governance

The portfolio has underspent by £492,000 having previously reported a break even position. There are two main reasons for this variance; a significantly better than forecast outturn on our profit share agreement with the Mall for 2019/20, and increased income from commercial rents.

Dedicated Schools Grant / Schools Block

Schools and Education is primarily funded by the Dedicated Schools Grant (DSG). Expenditure against this grant is monitored by the Schools Forum, at which financial reports are considered on a regular basis.

The reported deficit of £3.029 million is made up of a reduction across all of the individual school balances of £736,000, and an overspend of £2,293,000 in respect of centrally retained budgets. The majority of the latter is attributable to the High Needs Block and is due to demand pressures in respect of children with Special Educational Needs. The Department for Education (DfE) have invested an additional £2.2 million (12%) into the Council's High Needs Block in the financial year 2020/21.

The above variations reduce the level of the School Balances Reserve to £5.274 million and the Dedicated Schools Grant Reserve to £3.840 million.

6.2 General Fund Unallocated Reserves

The table below shows the movements in unallocated reserves since the last Executive Board report in February 2020.

	£'000	£'000
Forecast unallocated reserves as per Executive Board Report February 2020		8,876
<i>Transfers to / from unallocated reserves</i>		
Net savings in respect of interest and debt repayment costs	142	
Carbon Reduction Commitment saving	290	
Additional government grant income	350	
Funding for PFI affordability gap	(95)	
Net increase in "ringfenced" budgets	(76)	
Other net variations	(31)	
		580
Net cost of portfolio overspends (excluding Schools & Education DSG)		(2,283)
Balance on unallocated general fund reserves at 31 March 2020		7,173

6.3 Earmarked reserves

Total earmarked reserves stand at £28.631 million at 31st March 2020 comprising reserves for discretionary use by the Council of £19.152 million and other earmarked reserves of £9.479 million, which largely comprise reserves held in respect of schools.

Details of the requested application of reserves are included in Appendix 1.

Details of all earmarked reserve balances at 31st March 2020 are shown in Appendix 2. This Appendix shows all movements in the specific reserves since the February 2020 Executive Board report including:

- utilisation of the individual reserves
- increases made to these reserves from unallocated reserves or creation of new reserves
- revenue contributions made to capital that are no longer required in 2019/20
- transfers to reserves in respect of grants / contributions and other budgets for carry forward from 2019/20 into 2020/21

7. LEGAL IMPLICATIONS

The Council has a duty to ensure it can deliver a balanced budget. The Local Government Act 2003 imposes a duty on an authority to monitor its budgets during the year and consider what action to take if a potential deterioration is identified.

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

Not applicable

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 in the Summary of Decisions published on the day following the meeting.

VERSION:	0.01
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CONTACT OFFICER:	Julie Jewson (Extn 5893)
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DATE:	28 th May 2020
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BACKGROUND PAPER:	N/A
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SCHEDULE OF BUDGET ADJUSTMENTS REQUESTED - QUARTER 4 2019/20

	Adults and Prevention Services	Public Health & Wellbeing	Children, Young People & Education	Environmental Services	Growth & Development	Digital & Customer Services	Finance & Governance	Schools & Education (DSG)	TOTAL
	£	£	£	£	£	£	£	£	£
Controllable Budget approved at Executive Board February 2020	50,518,420	2,476,254	31,081,289	8,741,615	7,983,591	5,538,947	10,820,951	(941,000)	116,220,067
Transfers (to)/from earmarked reserves									
ER/VR and Pension Strain adjustments	4,800		(74,500)	3,500	8,800		23,400		(34,000)
Better Care Fund	(103,300)								(103,300)
CCTV Hub Reserve	(32,502)								(32,502)
Flexible Homelessness Support grant (FHSG) - utilise funds transferred to reserve in year	10,000								10,000
Utilise funds set aside for Strengthen Communities - Volunteering in Lancashire (SCVL) ESF Project	30,700								30,700
Transfer back to Commuted Sums (S106) Reserve - Spring Vale Garden	(2,000)								(2,000)
Transfer back to Commuted Sums (S106) Reserve - Green Lane Multi Use Games Area	(3,000)								(3,000)
Transfer to Arts Acquisition Reserve		(1,073)							(1,073)
Transfer to Turton Charity Reserve		(7,200)							(7,200)
Transfer to YOT Partnership Reserve			(140,905)						(140,905)
Transfer to LSCB Safeguarding Partners Fund			18,829						18,829
Transfer to Troubled Families Reserve			(93,792)						(93,792)
Transfer to Troubled Families / Targetted Youth Support Reserve			(40,000)						(40,000)
Transfer from SEN Reform Grant Reserve			141,901						141,901
Utilise prior year underspend on PFI codes to part fund affordability gap			13,450						13,450
Transfer to Schools Improvement (SSIF) Reserve			(51,560)						(51,560)
Transfer from Commuted Sums (S106) Reserve to fund additional payment to community group				10,000					10,000
Developers Contributions (S106 income) received in year					(1,181,701)				(1,181,701)
Transfer to Highways Winter Maintenance Reserve					(70,671)				(70,671)
Transfer from Building Control Reserve					39,163				39,163
Transfer from Digital Programme Reserve						82,200			82,200
Transfer from Welfare and Council Tax Reforms Reserve - Funding for emergency support to Nightsafe, Thomas and Foodbank							15,000		15,000
Transfer from Office Accommodation and property improvements reserve to fund corporate accommodation spending							13,620		13,620
Community Support Unit - request to carry forward underspend - business case SO	(35,700)								(35,700)
Carry forward Library Resource Fund		(9,500)							(9,500)
Early Years request for carry forward due to COVID-19 halt on maintenance			(14,300)						(14,300)
Carry over re Virtual School			(47,800)						(47,800)
Community Hygiene - request carry forward income from Land Charges to fund future service pressures				(4,089)					(4,089)
Carry forward Support for the Local Plan					(105,400)				(105,400)
									0

	Adults and Prevention Services	Public Health & Wellbeing	Children, Young People & Education	Environmental Services	Growth & Development	Digital & Customer Services	Finance & Governance	Schools & Education (DSG)	TOTAL
Transfers (to)/from unallocated reserves									
Ringfenced accounts:									0
Benefit award payments							371,751		371,751
Benefit overpayment provision							(267,471)		(267,471)
Coroners							(6,473)		(6,473)
Flood Defence Levy							35		35
Non Distributed costs							(21,657)		(21,657)
Funding for PFI affordability gap			95,017						95,017
Transfers (to)/from contingency									
Apprentice Levy	52,000	24,400	75,700	23,800	26,600	19,600	25,900		248,000
Corporate funding for apprentices							418,000		418,000
Contribution to Greater Lancashire Plan via NNDR 75% Pilot Pool							65,700		65,700
									0
Underspends arising from unspent grants and contributions									
Stay Safe monies	(9,339)								(9,339)
Accommodation Based Support Grant	(10,811)								(10,811)
Home Office monies (Dovetail)	(13,128)								(13,128)
Youth Endowment Fund	(21,145)								(21,145)
Talk English monies	(20,604)								(20,604)
Social Integration funding	(536,621)								(536,621)
Communities Fund/Localities	(14,000)								(14,000)
Burdens Fund monies	(2,361)								(2,361)
Public Health England Grant to earmarked reserve (funds required in 2020-21 for delivery of Public Health service)		(422,105)							(422,105)
Arts Council		(28,800)							(28,800)
Museum & Arts Project		(20,000)							(20,000)
Museum & Schools Grant		(17,300)							(17,300)
Practitioner Training Grant			(3,249)						(3,249)
Linking Network			(10,000)						(10,000)
S278 contributions					(216,000)				(216,000)
Capacity Funding Grant Darwen Town Centre					(162,000)				(162,000)
NHS funding for LPRES integration with Mosaic and spine mini services (5652)						(29,600)			(29,600)
Combined Authority Grant							(48,240)		(48,240)
One Public Estate grant							(310,545)		(310,545)
									0
Other budget adjustments									
COVID 19 cost funded via additional grant funding				20,300			41,500		61,800
									0
									0
Revised Controllable Budget as at 31st March 2020	49,811,409	1,994,676	30,950,080	8,795,126	6,322,382	5,611,147	11,141,471	(941,000)	113,685,291

DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 31 December 2019	Requested Transfers to/(from) earmarked reserves in Qtr 4		Balance at 31 March 2020
	As reported to Exec Board February 2020	Utilisation of reserves	Carry over of grants & contributions / other increase in reserves	Q3
	£000	£000	£000	£000
Welfare, council tax and business rates reforms				
Welfare and council tax reforms	178	(15)		163
Brexit Preparation				
Brexit Preparation Funding	315			315
Investment in assets and infrastructure				
Office Accommodation and property improvements	812	(14)		798
Highways winter maintenance	24		71	95
Support for the Local Plan	0		105	105
Flood Defence	77			77
Support for Other Resources and Transformation projects				
Legal Advice Reserve	105			105
Partnerships & Transformation	78			78
Insurance risk investment fund	43			43
Support for People Services				
Schools Improvement (SSIF)	184		52	236
Troubled Families / Targetted Youth Support			134	134
YOT partnership	150		141	291
Music Services	117			117
Disabled Facilities Grants	289			289
Future Demand Pressures	1,799			1,799
Better Care Fund	372		103	475
Support for Place Services				
Investment to support business rates growth	320			320
Place Shaping Investment Reserve	250			250
Contingent sums to support future downsizing and transformation programmes				
Support for future redundancy costs	501	(41)	75	535
Support for part year effect of future savings plans	1,187			1,187
Digital Programme	964	(82)		882
Amounts b/fwd from previous year(s) in respect of unspent grants and contributions				
Transformation Challenge Award	64			64
SEN / SEND Reform Grant /SEND Prep for Empl	183	(142)		41
Public Health Grant	0		422	422
Transforming Lives	37			37
One Public Estate grant	163		311	474
Electoral Grant	57			57
DCLG Transparency Code New Burdens	13			13
Adult PSS - Local Reform and Community Voices	108			108
Adult PSS - War Pensions Disregard	30			30
Flexible Housing Support Grant (FHSG)	48	(10)		38
FHSG Top-up	15			15
Homelessness Reduction Act New Burdens Funding	67			67
Social Integration funding	270		537	807
NHS Funding for LPRES integration with Mosaic and spine mini services	0		29	29
S278 contributions			216	216
Capacity Funding Grant Darwen Town Centre			162	162
COVID-19 Funding from MHCLG		(62)	5,213	5,151
Combined Authority Grant			48	48
Arts Council			29	29
Museum & Arts Project			20	20
Museum & Schools Grant			17	17
Stay Safe Grant			9	9
Accommodation Based Support Grant			11	11
Home Office monies (Dovetail)			13	13
Youth Endowment Fund			21	21
Talk English Grant			21	21
Communities Fund/Localities			14	14
Burdens Fund monies			2	2
Practitioner Training Grant			3	3
Linking Network			10	10
Custom build Grant			15	15
Amounts committed in future year budgets/MTFS				
Budget carry over for implementation of Concerto (Property system)	20			20
Budget carry over for Intack Depot driveway	10			10

DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 31 December 2019	Requested Transfers to/(from) earmarked reserves in Qtr 4		Balance at 31 March 2020
	As reported to Exec Board February 2020	Utilisation of reserves	Carry over of grants & contributions / other increase in reserves	Q3
	£000	£000	£000	£000
CCTV Hub carry forward	73		33	106
Development Investment Fund (Capital)	1			1
Underspend on PFI codes	13	(13)		0
Strengthening Communities Volunteering in Lancashire (SCVL)	128	(31)		97
Carry over for Virtual School	0		48	48
Carry forward Library Resource Fund	0		9	9
Community Support Unit - request to carry forward underspend - business case SO			36	36
Early Years request for carry forward due to COVID-19 halt on maintenance			14	14
Community Hygiene - request carry forward income from Land Charges			4	4
Reserves held for specified purposes				
Developers Contributions (S106 Income) *	(147)	(10)	1,226	1,069
Future Maintenance of Wainwright Bridge	306		162	468
Future Maintenance of Witton Park 3G Pitches	25			25
Future remediation costs in respect of former landfill sites	400			400
Highways claims anticipated for years up to current year but not yet received	300			300
Art Acquisitions Fund	16		1	17
W. Ferrier Bequest (for museum re Kathleen Ferrier)	20			20
Allowance for contingent liabilities (e.g. MMI)	250			250
TOTAL EARMARKED RESERVES FOR DISCRETIONARY USE	10,235	(420)	9,337	19,152
Other Earmarked' Reserves				
Reserves held in respect of joint arrangements and charitable bodies				
Darwen Market Traders Association	2			2
Joint Building Control Account	201	(39)		162
Turton Tower Charity	59		7	66
LSCB Safeguarding Partners Fund	155	(20)		135
Reserves held in relation to schools				
Dedicated Schools Grant - Surplus	6,993	(2,293)	(860)	3,840
LMS Schools Balances	5,150	(736)	860	5,274
TOTAL 'OTHER EARMARKED' RESERVES	12,560	(3,088)	7	9,479
TOTAL EARMARKED RESERVES	22,795	(3,508)	9,344	28,631
UNALLOCATED RESERVES	8,876	(4,632)	2,929	7,173

EXECUTIVE BOARD DECISION



REPORT OF: Executive Member for Finance and Governance,
Executive Member for Growth and Development

LEAD OFFICERS: Director of Growth & Development

DATE: Thursday, 11 June 2020

PORTFOLIO(S) AFFECTED: Growth and Development

WARD/S AFFECTED: Darwen East; Darwen South;

KEY DECISION: Y

SUBJECT:

Part 1 - of Council Land off Ellison Fold Way (EFW) off Marsh House Lane, Darwen

1. EXECUTIVE SUMMARY

- 1.1 This report outlines the outcome of an informal tender exercise for Council owned land off Marsh House Lane in Darwen, referred to as EFW - Phase 1, and seeks approval to dispose of the site for housing development to Bidder A, the company recommended as preferred bidder.
- 1.2 To note that Blackburn with Darwen Borough Council and Lea Hough (appointed land agent) have jointly brought forward this residential development opportunity, which incorporates Council and privately owned land, through an informal tender process administered by Council officers.
- 1.3 To note that the sale of the land will be undertaken on behalf of the Council and the private landowners by jointly appointed solicitors.

2. RECOMMENDATIONS

That the Executive Board:

- 2.1 Approves the appointment of Bidder A as preferred bidder.
- 2.2 Delegates authority to conclude negotiations, including terms of the land sale and disposal contracts, to the Growth Programme Director in consultation with the Executive Members for Finance and Governance and Growth and Development to approve the final terms.
- 2.3 Notes the Council has been advised that Bidder A is also the preferred developer for the Phase 2 development at Ellison Fold Way.

3. BACKGROUND

- 3.1 The EFW Phase 1 development land comprises four parcels (shown edged red on the attached plan Appendix A) which are in Council and private ownerships. Parcels 1, 2A and 2C are Council land and parcel 2B is private land. The EFW Phase 2 land area is also illustrated on the plan attached at Appendix A.

3.2 The Council land parcels 1, 2A and 2C have been marketed for sale by informal tender as confirmed in the Executive Board Decision - Growth Programme 2019/20: Site Disposal & Development Projects March 2019.

3.3 The tender period was from 20th January 2020 to 16th March 2020.

3.4 A 'Data Room' was set up on the Council's website which contained all tender information. A technical pack comprising reports and surveys commissioned on the Council's land parcel was also available upon request and accessible via a unique web link, which was issued by the Growth Team. A total of 17 potential bidders requested and were issued with the link.

3.5 The joint marketing strategy with Lea Hough included:

- targeted electronic mailshot to over 120 developers and contractors;
- over 7000 registered users targeted by Place North West, which translated into 305 industry users viewing the tender information;
- promotion on the Council and Right Move websites; and
- telephone and 1-1 meetings with potential bidders.

3.6 The informal tender form required interested parties to:

- Make an offer for the housing development site using the technical surveys provided whilst still undertaking their own due diligence;
- Make an offer conditional on planning
- Offer to include the requested s106 contributions as determined by the Local Planning Authority;
- Show proposed layout, house types, tenure and numbers;
- Demonstrate previous housing development experience;
- Demonstrate financial resources and source of finance ; and
- Outline timeframe for development.

3.7 The tenders have been evaluated in accordance with the criteria referred to under 3.6 above.

4. KEY ISSUES & RISKS

4.1 The Council received significant interest in the EFW Phase 1 development opportunity. Six informal tenders were received by the closing date of 12.00 pm 16th March 2020. Tenders were opened at 4.00 pm on the 17th March 2020.

4.2 Whist 4 of the bidders were known to Council officers and Lea Hough, only one of the known bidders had previously developed in the borough in recent years, and were attracted by the quality of the site on offer and the comprehensive data pack.

4.3 The offers received prior to shortlisting and requesting additional information are confirmed in Table A of the Part 2 report.

4.4 Following a clarification process from all bidders, submissions from Bidder E and Bidder F were not progressed to the shortlisting process due to low value land offers and scheme concerns.

4.5 The 4 bids that were shortlisted and fully evaluated are fully detailed in Table B of the Part 2 report.

- 4.6 Analysis of recent land sales in the Borough of similar development size and density highlights that the offer by Bidder A represents a significant bid for the land and the Council will have achieved best value by disposing of the site for the offered amount.
- 4.7 Upon analysis the trend for each of the bidders shows that fewer units per acre are delivered on the Council's plots, reflecting site constraints and demonstrating that the decision to jointly market the sites with the land agent has proved to be beneficial and unlocked additional value of the Council's land.
- 4.8 Bidder A's offer not only represents the best value following full evaluation of conditions of offer; Bidder A also provided a thorough understanding of the site constraints, accurate interpretation of local market requirements, a good level of detail showing an appropriate scheme layout and design, with significant previous experience of high quality housing delivery and open space proposals. Bidder A is an established, knowledgeable and reputable local developer and has been active in the borough for many years.
- 4.9 For these reasons it is recommended that the Council accept Bidder A's offer and appoint the company as preferred bidder. Bidder A has provisionally accepted the conditions of sale and Heads of Terms in the tender documentation.
- 4.10 Parcel 3 (shown edged red on the attached plan Appendix A) is also Council owned land and is 0.12 ha in size. This supplementary land parcel will support the development of EFW Phase 2 and will be used as garden areas or ancillary open space for the overall development. Whilst not essential, it is recommended to include this land in the overall transaction to enable an enhanced scheme to be delivered and is valued on a pro-rata basis.
- 4.11 The transfer of land parcel 3 will be subject to satisfying any restrictions or covenants on the land title which may restrict the disposal. Final details of this will be undertaken during the land conveyancing stage.
- 4.12 To note, Bidder A has been continuing to construct homes in the Borough throughout the COVID-19 lockdown stage.
- 4.13 The main heads of terms are detailed in the Part 2 report.

5. POLICY IMPLICATIONS

The disposal of the site via an informal tender is in line with the Council's disposal policy to secure best consideration and satisfies procurement requirements.

6. FINANCIAL IMPLICATIONS

- 6.1 The purchase price will be split pro-rata to land area and detailed in the Part 2 report.
- 6.2 The Council will receive a capital receipt and the development will support future increases in Council Tax income as well as New Homes Bonus.
- 6.3 The Council will receive a section 106 contribution as detailed in the Part 2 report.
- 6.4 The Legal costs for the jointly appointed solicitors will represent cost efficiencies and ensure both parties are represented with consistency.

7. LEGAL IMPLICATIONS

7.1 The Council will look to safeguard its interests in ensuring that its land is developed in line with its future revenue benefit projections by agreeing a build programme with the developer to the extent that it can legally do so without undertaking formal procurement.

7.2 As the proposed disposal is for the freehold of the land, then various aspects of S123 of the Local Government Act 1972 ("the Act") are considered to apply.

7.3 The Council seeks to achieve best consideration reasonably obtainable for the site, unless the Council can apply the exemptions permitted by Government Circular. Although the Council has a general power of competence pursuant to s1 of the Localism Act 2011 to do anything that individuals can legally do, the Local Government Act 1972 and General Disposal Consent (England) 2003 to seek Best Consideration still applies and so this must be minded when the Council makes any decision to sell via any process, including an informal tender process.

8. RESOURCE IMPLICATIONS

The disposal will be managed by the Growth team and Lea Hough. The jointly appointed solicitors will be required to complete all the legal formalities relating to the freehold disposal and will interface with the Council's legal team on matters relating to formal execution of contract documentation etc..

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

A series of public consultations took place as part of the local plan process, resulting in the Council allocating the site for housing development in the Blackburn with Darwen Local Plan Part 2 (2015). Further statutory stakeholder and public consultations will be undertaken during the full planning application process.

11. STATEMENT OF COMPLIANCE

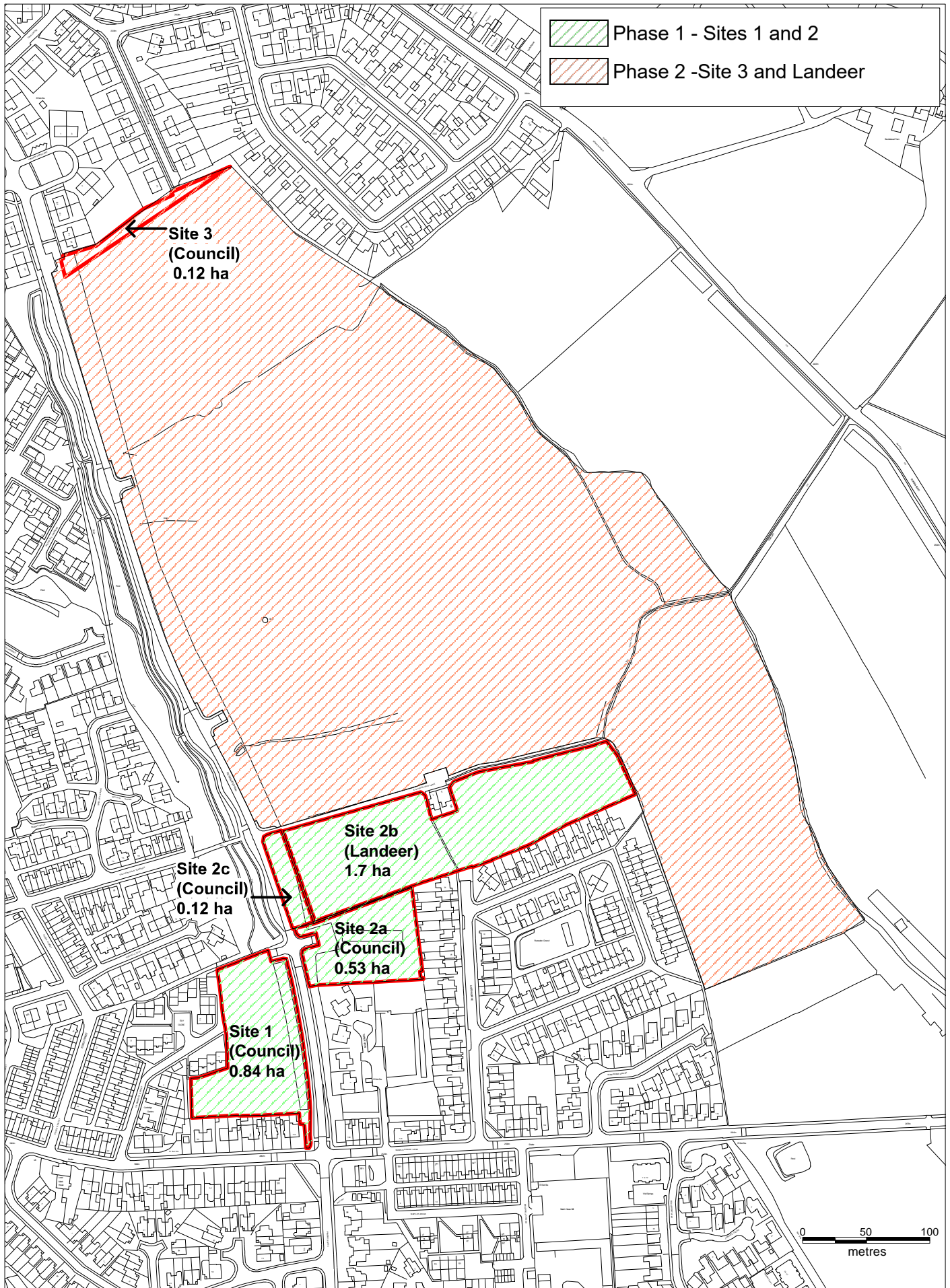
The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect 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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	Simon Jones, Growth Programme Director
DATE:	19 th May 2020
BACKGROUND PAPER:	Growth Programme 2019/20: Site Disposal & Development Projects – EBD March 2019

Appendix A - Ellison Fold Way Site Plan



Scale 1:4000

EXECUTIVE BOARD DECISION



REPORT OF:	Leader
LEAD OFFICERS:	Chief Executive
DATE:	11 June 2020

PORTFOLIO/S AFFECTED:	All
WARD/S AFFECTED:	All
KEY DECISION:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

SUBJECT: Update on Decisions Taken under Emergency Powers in relation to the Council's initial response to the Covid-19 Pandemic

1. EXECUTIVE SUMMARY

To advise Executive Board of urgent decisions taken and published by the Chief Executive under her emergency powers in managing the Council's initial emergency response to the current Covid-19 pandemic.

2. RECOMMENDATIONS

That the Executive Board:

Notes the decisions taken by the Chief Executive under emergency powers in relation to the Covid-19 pandemic

- i) Decision of 3rd April in respect of securing emergency strategic food supplies through the Lancashire LRF
- ii) Decision of 24th April in respect of securing strategic supplies of PPE through the Lancashire LRF
- iii) Decisions of 7th May in respect of food and other essential supplies to be distributed through the Blackburn with Darwen Food Hub

3. BACKGROUND

The Chief Executive (who also undertakes the statutory Head of Paid Service role), in accordance with the Blackburn with Darwen Constitution Section 16, has delegated powers under the Officer Scheme of Delegation "To take any action, including incurring expenditure, in connection with an emergency or disaster in a district".

In addition, all local authority Chief Executive officers are responsible for ensuring their local authority complies with the Civil Contingencies Act 2004 and that the local authority continues to perform its statutory functions. In relation to the current situation, the Council must also have regard to Article 2 of the EHCR, as the ultimate aim of expenditure is to protect individual's right to life.

The Coronavirus pandemic also required the implementation of the Lancashire Local Resilience Forum (LRF) Strategic Gold Command structure and reporting through to Central Government under the Civil

contingencies Act 2004 to coordinate the multi-agency response across Lancashire, including Blackburn with Darwen, with the primary aim to protect life.

As part of the urgent action required to plan for the continuation of essential social care and other support to the most vulnerable across Lancashire-wide communities, particularly for those who were required to 'shield' and/or self-isolate in accordance with government guidance, it was agreed that the three Upper Tier Councils with social care responsibilities urgently access and store a strategic food supply for essential food parcels; these being Lancashire County Council, Blackpool Council and Blackburn with Darwen Borough Council on behalf of the LRF (Published 3rd April 2020).

As part of the urgent action required to deliver essential services, including social care and other support to the most vulnerable across our communities, it was agreed that the three Upper Tier Councils with social care responsibilities, being BwD, Blackpool and Lancashire County Councils, urgently and collectively, through the LRF, sourced and secured sufficient supplies of PPE for frontline staff and for the commissioned and independent care sector in our local authority areas (Published 24th April 2020).

Early in the response to the pandemic, the Ministry for Housing, Communities and Local Government (MHCLG) required all local authorities to set up community support hubs for the most vulnerable residents which included the provision of food and essential supplies to those who were in most need, including those shielding or self-isolating with no other means of support. In support of this, the Council made urgent arrangements with suppliers in order to secure volume supply of ambient food for the Blackburn with Darwen Help Hub (Published 7th May 2020).

4. KEY ISSUES & RISKS

Decisions were taken to protect life and provide support to essential key workers and extremely vulnerable people in the borough. It is anticipated that emergency government funding will be available to cover the additional costs of emergency supplies and essential PPE.

5. POLICY IMPLICATIONS

There are no policy implications arising from this report.

6. FINANCIAL IMPLICATIONS

Funding for the purchases of essential food and PPE supplies is expected to be covered by the additional funding from central government made available to Councils to deal with the impact of the Covid-19 pandemic.

7. LEGAL IMPLICATIONS

As referenced in the report the Chief Executive (who also undertakes the statutory Head of Paid Service role) has delegated powers under the Officer Scheme of Delegation "To take any action, including incurring expenditure, in connection with an emergency or disaster in a district". In addition, all local authority chief executive officers are responsible for ensuring their local authority complies with the Civil Contingencies Act 2004 and that the local authority continues to perform its functions. In relation to the current situation, the Council must also have regard to Article 2 of the EHCR, as the ultimate aim of expenditure is to protect individual's right to life.

Contracts have been awarded pursuant to a negotiated procedure without prior publication, as permitted by Regulation 32 (2c) of the Public Contracts Regulations 2015.

8. RESOURCE IMPLICATIONS

Resources have been redeployed across the Council to key priority areas including the Help Hub.

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 Lancashire Resilience Forum and the Chief Executive Officers of Blackpool and Lancashire County Councils were consulted and agreed to the actions in respect of strategic food reserves and PPE.

The Leader of the Council was also consulted and advised of the actions to be taken ahead of the decisions being made by the Chief Executive.

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 in the Summary of Decisions published on the day following the meeting.

VERSION:	1
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CONTACT OFFICER:	Denise Park, Chief Executive
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DATE:	2 June 2020
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BACKGROUND PAPER:	Officer decisions published, 3 rd April, 24 th April, 7 th May 2020
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EXECUTIVE BOARD DECISION



REPORT OF:	Leader
LEAD OFFICERS:	Chief Executive
DATE:	11 th June 2020

PORTFOLIO/S AFFECTED:	All
WARD/S AFFECTED:	All
KEY DECISION:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

SUBJECT: Report on the progress against the Corporate Plan 2019/2020 for six months to Year-end (October 2019 to March 2020).

1. EXECUTIVE SUMMARY

To provide Executive Board the opportunity to review progress against the Council's strategic priorities documented within the Corporate Plan (2019-23) and to provide assurance that appropriate actions are being taken to address key areas of concern.

2. RECOMMENDATIONS

That the Executive Board:

1. Note the overall performance against the delivery of the Council's strategic objectives as illustrated in Appendix One
2. Note the remedial action to improve delivery against the 2019-2023 Corporate priorities which are giving cause for concern, as outlined in Appendix Two
3. A further report will be presented to Council Forum in July to note the council's performance in the immediate response to the Coronavirus pandemic.

3. BACKGROUND

In March 2019, the Council endorsed the Corporate Plan 2019-2023, which outlines eight corporate priorities and ambitions providing a focus for our activity over the coming years.

To help us measure our performance against our corporate priorities and ambitions a new performance framework is in place. The Council currently measures performance based on 69 Key Performance Indicators (KPIs).

4. KEY ISSUES & RISKS

4.1 Performance summary

The attachments to this report provide an overview of the Council's performance up to 31st March 2020. Elected members will be aware that since early March, the Council has been responding to the emergencies of the Coronavirus pandemic. Therefore, in some instances we have not been able to report data for all of the 69 KPIs.

Our response to the pandemic will have a profound effect on our council finances and this is being reflected across Local Government throughout the country. The Leader has written to both the Prime Minister and the Secretary of State for Housing, Communities and Local Government expressing concern that the Council will be faced with very serious financial difficulties if the Government does not reimburse Councils for the costs associated with the crises and reflect on providing needs based funding allocations as we move towards recovery.

Despite our persistent financial challenges the Council, as always, has responded quickly and successfully to put in place all of the new measures and guidance expected by the Government and in particular to support our most vulnerable and shielded. This is testament to the fantastic efforts of our workforce. We have received 32 compliments during the covid-19 lockdown period complementing our services and efforts during this crises. Our staff have worked tirelessly over the wide range of services in response to Covid-19. Including:

- Our Help Hub set up last month has received 3,120 calls and posted to 58,000 homes in the borough with information about the Hub as well as refuse/recycling advice.
- Almost 33,000 food parcels have been delivered to vulnerable residents who would otherwise have no support, and we will continue to deliver to over 1,800 homes each week.
- We have supported over 3,400 businesses and paid over c.£37m in business grants (i.e. over 80% of businesses that we believe may be potentially eligible for these grants). We are also contacting all businesses in our Borough who have not already approached us regarding the grant scheme. We are also hosting regular online local business support sessions and facilitating sessions with council officers, lenders and local business experts.
- Our library has made 288 deliveries to vulnerable people through continuation of Home Delivery Services and our museums have gone online with a mix of digital collections, downloadable activities, virtual tours and YouTube channels for each venue.

Further updates and information will be presented to Council Forum in July.

There are 69 measures within the Corporate Plan (2019-20) linked to the Council's priority objectives. Each portfolio has been asked to allocate a red, amber or green forecast to the measures that they own.

Of the 69 measures, information for the period is as follows:

- 5% (4 actual) have been forecast as "red" where performance is, or is likely to be off track
- 22% (15 actual) have been forecast "amber" where delivery is on track and currently being managed
- 52% (36 actual) have been forecast "green" or on track
- 21% (14 actual) of the measures data and or a RAG rating is currently unavailable

The following guidelines have been provided to ensure a standardised approach to allocating these forecasts:

Red

- The measure is likely to fail or perform poorly in the future
- The measure falls below a set national target / statutory required performance.
- The measure may also be below a minimum requirement for the particular service as agreed by the department
- The lead department perceives there could be a potential serious risk to the Council

Amber

- The measure is at risk of failure, but the lead department feels this is currently being managed
- Actions are or need to be in place to ensure that the end of year position is achieved

Green

- The measure is on target/ over performing / over achieving (if departmental target has been set)
- The lead department perceives there is currently no risk to the council in relation to this measure.

The table below shows a breakdown of the measures across priorities:

Priority		Total	Red	Amber	Green	Data is currently unavailable
People (27) A good quality of life for all of our residents	P1 – Supporting young people and raising aspirations	6	0	1	1	4
	P2 – Safeguarding and supporting the most vulnerable people	8	0	4	3	1
	P3 – Reducing health inequalities and improving health outcomes	13	1	3	6	3
Place (12) Community pride in a vibrant place to live and visit	P4 – Connected communities	7	0	2	5	0
	P5 – Safe and clean environment	5	0	2	3	0
Economy (14) A strong and inclusive economy with continued growth	P6 – Strong, growing economy to enable social mobility	10	0	0	8	2
	P7 – Supporting our town centres and businesses	4	0	0	4	0
Council (16) Delivered by a strong and resilient council	P8 – Transparent and effective organisation	16	3	3	6	4
Total		69	4	15	36	14
Overall percentage		100%	5%	22%	52%	21%

5. POLICY IMPLICATIONS

There are no additional policy implications. The proposed activity over the next 12 months will strengthen existing policies.

6. FINANCIAL IMPLICATIONS

There are no additional financial implications. Activity will be managed within department existing budgets.

7. LEGAL IMPLICATIONS

There are no legal implications as a result of this report.

8. RESOURCE IMPLICATIONS

There are no resource implications as a result of this report. Resource implications of any actions referred to in the report will be included in an appropriate briefing paper.

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. [Corporate Plan 2019 EIA](#)

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.

10. CONSULTATIONS

The report has been developed in consultation with the relevant Council officers and Executive Members

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 in the Summary of Decisions published on the day following the meeting.

VERSION:	0.01
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CONTACT OFFICER:	Denise Park
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DATE:	02/06/2020
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BACKGROUND PAPER:	Corporate Plan 2019-2023
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**Appendix One: Corporate Plan 2019/2020:
Performance Report for year-end (1st October 2019 – 31st March 2020)**

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
<p>P1 – Supporting young people and raising aspirations</p> <p>We will:</p> <ul style="list-style-type: none"> » work with parents and carers to enable them to access good quality early years education and learning so that our children are ready for a strong start at school. » work with our schools, communities and partners to continue to nurture well-rounded independent young people. » work with all of the schools, colleges and partners to support young people in achieving their full potential. » work with partners to ensure young people have access to clear careers advice and guidance and are equipped with the skills and qualities to access jobs 	1. % of children and young people in care performing at nationally expected levels: a) At the end of primary school	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	2017/18 CIOC 12 months + 41.7% 5+ English / Maths	Achieve at or above national average for CIOC 2018/19 Provisional National target 37%	Provisional data 2018/19 All CIOC. 39% Reading, Writing, Maths (AMBER)	(Data Unavailable)
	2. % of children and young people in care performing at nationally expected levels: b) At the end of secondary school	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	2017/18 CIOC 12 months + 10.5% 5+ English / Maths	Achieve at or above national average for CIOC 2018/19. Provisional National target 10%	Provisional data 2018/19 All CIOC. 25% 5+ English / Maths (AMBER)	(Data Unavailable)
	3. % increase in uptake of the two years old offer by eligible children	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	58% (2018/19)	3% increase on 2018/19	64% (GREEN)	(Data Unavailable)
	4. Personal Education Plans for cared for children a) % of children & young people with plans in place	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	84% (2018/19)	95%	82% (AMBER)	93%. PEPs are completed termly and we had a significant improvement in the autumn term with the ePEP in place via the delegation portal. Spring term PEP completion was impacted by the start of the pandemic. Summer term PEPs are still to be completed but we have issued amended guidance to provide flexibility during this time. The PEP will form an important record of the education support provided to our CIOC during this time. (AMBER)
	5. Personal Education Plans for cared for children b) % of audited plans rated as Good or Outstanding	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	46% (2018/19)	50%	52% (GREEN)	(Data Unavailable)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	6. Council Apprenticeship start-ups	Finance & Governance Cllr Vicky McGurk	HR, Legal & Governance	Higher	New measure	20 apprentices	32 apprentices (GREEN)	20 Apprenticeship vacancies - 240 applicants (GREEN)
<p>P2 – Safeguarding and supporting the most vulnerable people</p> <p>We will:</p> <ul style="list-style-type: none"> » provide support locally and at the earliest opportunity to ensure people are safeguarded and protected. » work with partners to guarantee that people in need of support and protection continue to receive it from the right agencies at the right time for as long as they need it. » support our safeguarding partnerships arrangements to ensure that local agencies co-ordinate their work to safeguard vulnerable people of all ages and are effective. 	7. % of Transforming Lives Cases closed with outcomes achieved	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	50%	56%	60% (GREEN)	68% (GREEN)
	8. % of children in care for 2 ½ years who have remained in the same placement for at least 2 years	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher		Achieve at or above national average for 2019/20	64% (AMBER)	(Data Unavailable)
	9. % of children leaving care where a Special Guardianship Order (SGO) placement is granted.	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Higher	23% (2018/19)	Higher than 2018/19 (23%)	12% April – Sept 2019 (AMBER)	16% (April 2019 to March 2020) For the year April 2019 to March 2020, 31 SGOs were granted in total. Since the impact of Covid-19 court hearings have been held remotely, but those cases which present as contested hearings, are being adjourned currently as it is felt that these need to be held face to face. This includes those cases where there are contests as regards SGO’s being granted. 31 SGOs were granted in 2019/20. The courts are also not prioritising the applications to discharge care orders across the service – but this is being explored with a view to solutions being found within the judiciary. (AMBER)
	10. Number of children open to children’s social care including; those who are Child in Need, looked after or open to child protection.	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Lower	1,852 (open referrals as at end March 2019)	10% reduction on 2018/19	1,809 (open referrals as at end September 2019) (AMBER)	1,551 (open referrals as at end March 2020) (GREEN)
	11. Rate of cared for children per 10,000 compared with the regional and national average.	Children’s, Young People & Education Cllr Maureen Bateson	Children’s Services & Education	Lower	104 per 10k as at 31 st March 2019	At or below the regional average	104 per 10,000 head of 0 to 18 population (AMBER)	107 per 10,000 head of 0 to 18 population. In 2019, an average of 12 children a month exited care. (AMBER)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	12. Rate of re-referrals into Children's Social Care	Children's, Young People & Education Cllr Maureen Bateson	Children's Services & Education	Lower	17.9% (BWD 2018/19)	At or below national average (2018/19 national average 22.6%)	23% (April to September 2019) (AMBER)	21.5% (April 2019 to March 2020) Our re-referral rate is in line with the average across the North West regionally. (AMBER)
	13. Number of young people identified as young carers	Children's, Young People & Education Cllr Maureen Bateson	Children's Services & Education	Higher	114 young people (2018/19)	200 young people	83 young people (GREEN)	170 young people (as at end March 2020) (GREEN)
	14. Percentage of commissioned residential placements for Looked After Children as a total of all Looked After Children placements.	Children's, Young People & Education Cllr Maureen Bateson	Children's Services & Education		7.1% (2018/19)	Maintain	6.9% (AMBER)	6.7% (AMBER)
P3 – Reducing health inequalities and improving health outcomes We will: » work with people earlier to prevent ill health and poor wellbeing, promoting self-care and supporting independence to enable people to live well at home. » work with our partners to make sure that our residents have access to good quality sporting and leisure facilities across the Borough and can access wellbeing activity in their local neighbourhoods. » work with the NHS, third sector, public sector partners and business to improve people's mental	15. Continue to achieve over 85% of Learning Disability service users living in settled accommodation	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	90.8% (2018/19)	85%	92.3% (GREEN)	Performance in the first half of the year was 92.3%. Unable to comment on full-year effect as this indicator is generated from the annual Adult Social Care returns and the deadline has been delayed until July 8th due to Covid-19. The actual outcome will be reported soon after. (Data Unavailable)
	16. Number of those in residential care aged 65 and above to be within 5% of the 2018-19 figure.	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Lower	198 (2018/19)	Between 188 – 208 annually	73 (AMBER)	157 (GREEN)
	17. Increase the number in Extra Care by 10%	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	107 (2018/19)	118 annually	113 (GREEN)	160 (GREEN)
	18. Reduce Delayed Transfers of Care (DToC) attributable to Social Care by optimising use of the integrated discharge pathways	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Lower	N/A	Mandated Target 2.6 per 100k population	3.04 (RED)	0.59 (GREEN) The last DToC report was issued in February 2020 and shows improved performance. DToC performance reporting has been suspended since February in light of Covid-19.

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
<p>health and wellbeing through advice, support and activities.</p> <p>» consider the impact on health and wellbeing in all of our services.</p> <p>» work with local NHS services to reform, integrate and improve the health and social care system and to extend the investment in prevention for all of our residents.</p>	19. Greater than 85% of people aged 65 and over independent at home for 91 days or more following hospital discharge.	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	91% (2018/19)	Greater than 85%	87% (GREEN)	(Data Unavailable)
	20. Increased number of residents referred and discussed at the integrated neighbourhood team (INTs) weekly meeting	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	740 (2018/19)	Greater than 5% - 194 per quarter	339 (AMBER)	657 (as at 29th February 20) (RED)
	21. Ensure 90% of Mental Health Act requests are responded to within 8 hours of notification	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	Baseline year	90%	100% (GREEN)	100% (GREEN)
	22. % of alcohol retailers compliant with licensing conditions.	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	≥95%	≥95%	98.7% (GREEN)	(Data Unavailable)
	23. Number of leisure attendances (including pitches)	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Higher	917,783	920,000	524,406 (GREEN)	379,390 (Q3 & Q4 up to facility closures on March 11th 2020) Cumulative Year-end Total: 903,796 (GREEN) COVID-19 PERFORMANCE: Leisure facilities remain closed. Until re-opening there will be no attendances nor income generation.
	24. Total number of referrals into the BwD wellbeing service	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Higher	2,050	2,000	932 (GREEN)	2,049 (GREEN)
	25. Reduce smoking in adults	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Lower	16.2% (2018)	Tobacco Free Lancashire vision target is 12% by 2021	Annual performance for 2019 due in Q4 (AMBER)	Updated data on this KPI has not been published. (AMBER)
	26. Proportion of all in drug treatment who successfully completed	Public Health & Wellbeing	Public Health & Wellbeing	Higher	22.3%	24%	19.4% end of Q1. Q2 data is scheduled to be released end of	20% (at the end of February 2020)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	treatment and did not re-present within six months.	Cllr Damian Talbot					November 2019 (AMBER)	(AMBER)
	27. Child obesity – child measurement programme survey for both reception and year 6 children – prevalence of overweight (including obesity)	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Lower	Reception 23.2% Year 6 34.6% (2017/18)	Halve childhood obesity by 2030 and significantly reduce the health inequalities that exist. (Childhood Obesity – A plan for action, Chapter 2)	Annual data released October 2020. (AMBER)	Reception 21% Year 6 36.8% (NCMP data 2018/19). Caution should be taken in interpreting these figures. This data is from a different cohort of children to 2018/19 and is therefore not comparable. (AMBER)
P4 – Connected communities We will: » ensure that residents have access to a broad range of good quality festivals and events across the Borough to bring neighbourhoods and communities together.	28. Number of referrals “Stepped Down” from Social Work Teams to the Neighbourhood Service for Community Connectors and Volunteers	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	102 (2018/19)	200	79 (AMBER)	86 referrals were ‘stepped down’ during Quarter 3 and 4 Cumulative Year-end Total: 165 referrals ‘stepped down’ during 2019/20 period which equates to 82.5% of the target. (AMBER)
» make volunteering easier and work with partners and residents to direct volunteer support where it’s needed the most.	29. Number of individuals engaged in activity across the Our Community Our Future Programme	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	N/A	2,674	753 (AMBER)	3,349 Cumulative figure for the 2019/20 period (GREEN)
» support communities and community groups to access funding and other resources.	30. Number of community groups engaged in activity across the Our Community, Our Future Programme	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	N/A	181	143 (GREEN)	239 Cumulative figure for the 2019/20 period (GREEN)
» work with communities to become digitally enabled.	31. Number of volunteers supporting Council services	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	1,173 volunteers (2018/19)	1,812 volunteers	1,380 volunteers (GREEN)	1,551 volunteers (AMBER)
» recognise the achievements of our communities and the valuable contribution of residents.	32. Number of citizens engaged through Digital Health and Care Hubs	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Higher	N/A	200	102 (GREEN)	COVID-19 RESPONSE: The number of vulnerable people contacted triaged and supported via the Help Hub is 3,120 (Figure correct as at 15th May 2020) (GREEN)
	33. Number of volunteer hours supporting	Public Health & Wellbeing	Public Health & Wellbeing	Higher	34,866 (2018/19)	30,000 volunteer hours	Libraries: 6,942 Leisure: 1,930	Libraries: 5,810 Leisure: 3,170

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
» support activity to enable people from different backgrounds or beliefs to integrate.	Culture and Leisure services delivery	Cllr Damian Talbot					Arts & Heritage: 6,020 Total: 14,892 volunteer hours (GREEN)	Museums 2,980 Total: 11,960 volunteer hours (Quarters 3 & 4) Cumulative Year-end Total: 26,852 volunteer hours (GREEN)
	34. Number of cultural events and activities across arts and heritage services	Public Health & Wellbeing Cllr Damian Talbot	Public Health & Wellbeing	Higher	182 (2018/19)	150 cultural events & activities	Libraries: 10 Arts & Heritage: 61 Total: 71 cultural events & activities (GREEN)	Libraries: 5 Arts & Heritage: 92 (Quarters 3 & 4) Cumulative Year-end Total: 166 (GREEN)
<p>P5 – Safe and clean environment</p> <p>We will:</p> <p>» work with our residents, schools and businesses to raise awareness of the positive environmental and financial impacts of recycling.</p> <p>» work with communities, environmental organisations and groups to help keep neighbourhoods clean and tidy.</p> <p>» continue to invest in our roads and pavements to make sure they are safer.</p> <p>» work with our citizens and businesses to promote behaviours, using enforcement action where necessary and in the best interest of public protection.</p>	35. Increase in number of your call community litter pickers	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	820 volunteers	900 volunteers	1,120 Volunteers (GREEN)	For the end of year, there were 1,316 volunteers with clean up packs. (GREEN)
	36. Increase number of S80 prosecutions for enviro-crime offences	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	28	80	23 S80 prosecutions (AMBER)	There were 34 prosecutions for Q3 & Q4. Giving a total 57 Prosecutions across the year, plus a further 29 Fixed Penalty Notices and 7 Simple Cautions issued. An additional 30 cases sent to the Courts have either been adjourned and/or postponed, due to the closure of the Magistrates Court due to Covid 19, which would have been planned and heard in March; which would have seen us exceed our annual target. (AMBER)
	37. Number of 4-hour repair/make safe following inspection of dangerous defects on the highways	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	96%	98%	99.42% (GREEN)	100% (GREEN)
	38. Increase the household recycling rate	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	28%	30%	Q1: 31% Q2 data not available from Govt. until 6 months after the Q2 end. (GREEN)	End of year KPI data is not yet available. (GREEN)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	39. Reduce waste to landfill	Environmental Services Cllr Jim Smith	Environment & Operations	Lower	50%	40%	44% Provisional data for Q1 and Q2 (AMBER)	End of year KPI data is not yet available. (AMBER)
<p>P6 – Strong, growing economy to enable social mobility</p> <p>We will:</p> <ul style="list-style-type: none"> » work with our partners to improve productivity through skills, innovation, sector and trade programmes. » develop and deliver a strategic pipeline of growth programmes attracting investment and generating new economic, housing and infrastructure growth opportunities. » deliver sustained growth and higher value employment for all our residents as an enabler to social mobility. » provide a broad and good quality house choice for all our residents, transforming old housing stock, building new homes and working with private and social landlords to improve the rental market. » work with partners and investors to secure the Borough regionally and nationally as an investment priority. 	40. Number of adult qualifications achieved (via the Adult Learning contract)	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	400 (2018/19)	400	572 (GREEN)	229 As this programme works on an academic year - this is the number of qualifications from August 2019 only. (GREEN)
	41. Number of people supported into employment or learning	Adult Services & Prevention Cllr Mustafa Desai	Adults & Prevention	Higher	845	1,166	289 (AMBER)	1,092 (GREEN)
	42. Private rented sector homes, which have been inspected and have had Cat 1 and 2 hazards removed	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	371 Category 1 & 2 hazards removed (2018/19)	250 Category 1 & 2 hazards removed	134 (GREEN)	(Data Unavailable)
	43. Unlicensed properties identified and licensed, and audit/inspections undertaken.	Environmental Services Cllr Jim Smith	Environment & Operations	Higher	370 licences issued 144 inspected (2018/19)	150 licences 200 audits/inspections	104 audited/inspected 88 licenses issued (AMBER)	(Data Unavailable)
	44. Number of long term (over 6 months) empty properties brought back into use	Growth & Development Cllr Phil Riley	Growth & Development	Higher	271	195	311 (GREEN)	248 Cumulative Year-end Total: 559 (GREEN)
	45. Monitoring against national planning performance targets 2018: Major projects decided in 13 weeks	Growth & Development Cllr Phil Riley	Growth & Development	Higher	80%	85%	95% (GREEN)	96% (GREEN)
	46. Monitoring against national planning performance targets 2018: Non-major projects decided in 8 weeks	Growth & Development Cllr Phil Riley	Growth & Development	Higher	90%	92%	92% (GREEN)	92% (GREEN)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	47. Appeals: Major applications allowed preceding 2 years	Growth & Development Cllr Phil Riley	Growth & Development	Lower	2%	2%	0% (GREEN)	0% (GREEN)
	48. Appeals: Non-major applications allowed preceding 2 years	Growth & Development Cllr Phil Riley	Growth & Development	Lower	2%	2%	0.01% (GREEN)	0.88% (GREEN)
	49. Development of new employment space in the year (m ²)	Growth & Development Cllr Phil Riley	Growth & Development	Higher	N/A	10,000 sq.m	16,411 sq.m. (GREEN)	16,765 sq.m (GREEN) Plus a further 17,194 sq.m in Hyndburn but attributed BwD's employment land requirements (Frontier Park).
P7 – Supporting our town centres and businesses We will: » work with partners to strengthen the economic and cultural offers of Blackburn and Darwen town centres. » promote and encourage local procurement to support local businesses. » work with business partners to promote Blackburn with Darwen and support wider engagement with new investors to the Borough. » encourage entrepreneurship and new business growth drawing on our young, culturally rich and dynamic population.	50. Number of ticketed events at King Georges Hall (KGH)	Environmental Services Cllr Damian Talbot	Environment & Operations	Higher	129 ticketed events	135 ticketed events	47 ticketed events (AMBER)	97 ticketed events (Q3 & Q4) Cumulative Year-end Total: 144 (GREEN) COVID-19 PERFORMANCE: Theatres remain closed under Government guidance and are not expected to re-open until the latter stages of recovery.
	51. Total attendances for ticketed events at King Georges Hall (KGH)	Environmental Services Cllr Damian Talbot	Environment & Operations	Higher	2019/20 Baseline year	105,000 attendances	22,854 attendances (AMBER)	84,649 attendances (Q3 & Q4) Cumulative Year-end Total: 107,503 Attendances (GREEN)
	52. Number of ticketed events at Darwen Library Theatre (DLT)	Environmental Services Cllr Damian Talbot	Environment & Operations	Higher	125 ticketed events	130 ticketed events	61 ticketed events (AMBER)	76 ticketed events (Q3 & Q4) Cumulative Year-end Total: 137 ticketed events (GREEN) COVID-19 PERFORMANCE: Theatres remain closed under Government guidance and are not expected to re-open until the latter stages of recovery.

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	53. Total attendances for ticketed events at Darwen Library Theatre (DLT)	Environmental Services Cllr Damian Talbot	Environment & Operations	Higher	2019/20 Baseline year	19,000 attendances	5,466 attendances (AMBER)	11,759 attendances (Q3 & Q4) - lower pantomime attendances than projected Cumulative Year-end Total: 17,225 Attendances (GREEN)
<p>P8 – Transparent and effective organisation</p> <p>We will:</p> <ul style="list-style-type: none"> » ensure that all our services are delivered in a cost effective and efficient way supported by technology and in collaboration with our partners and citizens. » make best use of our available resources and assets providing value for money for residents and businesses. » be open and transparent in our leadership and governance. » maximise external funding and be commercially active bringing greater resilience to our finances. » take active steps across all council departments to reduce our carbon footprint and be even more environmentally and ecologically aware. 	54. Online satisfaction rates for new Blackburn with Darwen website	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	New measure 2019/20	60%	55% (GREEN)	(Data Unavailable)
	55. Number of digital champions trained within the Council	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	New measure 2019/20	5%	(AMBER)	5% (GREEN)
	56. Number of online customer transactions and forms completed	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	152,000 (full year)	155,000	68,608 Higher seasonal demand in December / January (GREEN)	95,066 (01 September 19 – 31 March 20) Cumulative Year-end Total: 163,674 (GREEN)
	57. Response to Freedom of Information Requests within timescale	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	97.73% (2018/19)	90%	96.11% (GREEN)	95.16% (GREEN)
	58. Response to Environmental Information Requests within timescale	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	86.16% (2018/19)	90%	87.17% (AMBER)	(GREEN)
	59. Response to Subject Access Requests under the Data Protection Act within timescale	Digital & Customer Services Cllr Quesir Mahmood	Digital & Business Change	Higher	67.98% (2018/19)	90%	77.87% (AMBER)	(AMBER)
	60. Undisputed and valid supplier invoices paid within 30 days	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	85% (2018/19)	100%	64% (RED)	74% Year End Since 13th March invoices have been processed daily, previously this was twice a week. (RED)

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	61. 95.5% collection of Council Tax	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	95.10% (2018/19)	95.5%	52.81% (AMBER)	94.9% (Quarter 4) (GREEN)
	62. 98.5 % collection of Business Rates	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	98.3% (2018/19)	98.5%	55.9% (GREEN)	98.34% (GREEN)
	63. Current ratio of total useable reserves (excluding Public Health and schools) to net revenue expenditure	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	24.03% (2017/18)	Average level reported by all Unitary Authorities <i>(Average level across all Unitary Authorities in 2017/18 = 38.48%)</i>	17.65% (2018/19 data published August 2019) <i>(Average level across all Unitary Authorities in 2018/19 is 41.37%)</i> (RED)	The deadline for completion of the Revenue Outturn (RO) Returns for MHCLG for 2019/20, and their subsequent publication, has been deferred due to Covid-19. As such it is not possible to report on the position for BwD at this time. (Data Unavailable)
	64. Percentage change in reserves over the past 3 years	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	26.54% i.e. reduction in 2017/18	Average level reported by all Unitary Authorities <i>(Average in 2017/18 = increase of 3.94%)</i>	21.17% i.e. reduction in 2018/19 (2018/19 data published August 2019) <i>(Average across all Unitary Authorities in 2018/19 = increase of 9.26%)</i> (RED)	The deadline for completion of the Revenue Outturn (RO) Returns for MHCLG for 2019/20, and their subsequent publication, has been deferred due to Covid-19. As such it is not possible to report on the position for BwD at this time. (Data Unavailable)
	65. Achieve a breakeven or underspend against overall portfolio and corporate budgets	Finance & Governance Cllr Vicky McGurk	Finance & Customer Services	Higher	Breakeven	Breakeven or underspend	Forecast outturn, based on information as at 30 th September 2019, is an overspend of £2.750 million across the portfolio budgets. (RED)	Final outturn (excl DSG) is an overspend of £2.283m across the portfolio budgets. (RED)
	66. 10% year on year reduction of carbon	Growth & Development Cllr Phil Riley	Growth & Development	Lower	10% reduction	10% year on year reduction		Carbon 5% reduction achieved. *data for Blackburn Leisure Centre not available

Priority	Performance measure	Portfolio	Department	Good performance is	Baseline	19/20 target	Half year performance and rating (Q1 & Q2 – April to September 19) ** reported to Policy Council December 2019	Year-end Performance and rating (Q3 & Q4 – October 19 to March 20)
	emissions from Council facilities						(AMBER)	(AMBER)
	67. Response time and progress of stage One complaints to the Council	Finance & Governance Cllr Vicky McGurk	HR, Legal & Governance	Higher	85% (2018/19)	90%	Q1 – 87% Q2 – 71% (AMBER)	80% (AMBER)
	68. Reduction in employee absence through sickness	Finance & Governance Cllr Vicky McGurk	HR, Legal & Governance	Lower	8.81 days per annum (2018/19)	8 days per annum	Q1 = 1.56 Q2 = 2.16 (AMBER)	Q3 = 2.39 Q4 = 2.55 (2.40 excluding COVID-19) 2019/20 = 9 days (8.81 days ex COVID-19) (RED)
	69. Information relating to RIDDOR	Finance & Governance Cllr Vicky McGurk	HR, Legal & Governance	Lower	13 per annum (2018/19)	10 per annum	1 RIDDOR (GREEN)	(Data Unavailable)

Appendix Two: Corporate Plan 2019/2020: Performance Report
Year-end (1 October 2019 to 31 March 2020) Exception Reports

Priority:

P3 – Reducing health inequalities and improving health outcomes

- KPI No. 20 Increased number of residents referred and discussed at the integrated neighbourhood team (INTs) weekly meeting

P8 – Transparent and effective organisation

- KPI No. 60. Undisputed and valid supplier invoices paid within 30 days
- KPI No. 65. Achieve a breakeven or underspend against overall portfolio and corporate budget
- KPI No. 68 Reduction in employee absence through sickness

Priority: P3 – Reducing health inequalities and improving health outcomes		
Performance Measure: No. 20 Increased number of residents referred and discussed at the integrated neighbourhood team (INTs) weekly meeting		Good performance is: Higher
Target: Greater than 5% - 194 per quarter		Baseline: 740 (2018/19)
Quarterly performance	Half year performance and RAG rating 339 (AMBER)	Year-end performance and RAG rating 657 as at 29th Feb 2020. (RED)
<p>What is the reason for the performance? In Quarter 3 (1st July – 30th September) 188 referrals have been made to the INTs, an increase in 8 compared to the previous quarter. In Quarter 4 from 1st January to the 29th February 2020, 130 referrals have been made. The Quarter 4 figure does not include March as the figures are not yet available. The full year effect will be reported as soon as possible.</p> <p>Mosaic intelligence continues to identify the number of individuals within the INT process who are known to Adult Social Care and discussed during meetings. Throughout the Covid-19 period, the weekly INT meetings have continued and taken place virtually. Attendance from key INT partners has been good overall. Quarter 4 shows a reduction in referrals into all four INTs compared to the previous quarters however the total number of INT referrals in Quarter 4 compared to the figure in 2019 is similar, 141. It is felt that the reason for the reduction in referrals in quarter 4 is due to the impact of Covid-19 and individual INT members acting on individual cases in a pro-active way without making a full referral into the INT. There has also been a reduction in face to face visits during the Covid 19 period. The Integration Leads will to explore this further over the next 4-8 weeks.</p>		
<p>What is the likely impact of continued performance? There is a risk that some individuals will not be referred into the INT integrated care meeting who would benefit from a multi-disciplinary approach to assessment and care planning. This may lead to duplicated assessments and a less streamlined process.</p>		
<p>What activities have been or are being put in place to address these issues? The Integration Leads will scrutinise the data once the full Q4 figure is known, more fully understand the reason for reduction in referrals and identify opportunities to increase referrals. The impact of Covid 19 on ordinary activity needs to be understood more fully.</p>		

Are there any decisions likely to be required of Executive Members in the future, in relation to this issue? No.

Priority: P8 – Transparent and effective organisation		
Performance Measure: No. 60 Undisputed and valid supplier invoices paid within 30 days		Good performance is: Higher
Target: 100%		Baseline: 85% (2018/19)
Quarterly performance	<p>Half year performance and RAG rating 64%</p> <p>(RED)</p>	<p>Year-end performance and RAG rating 74% Year End</p> <p>Since 13th March invoices have been processed daily, previously this was twice a week. In addition, going forward we can track when an invoice was received by the Council, when Accounts Payable received the invoice and when the payment was made which will enable us to identify where and why delays in the process are occurring.</p> <p>(RED)</p>
<p>What is the reason for the performance? Work is underway to identify those budget areas who only raise orders on receipt of invoices and/or, who hold invoices within their department, which therefore impacts on the Finance Team’s ability to pay the invoices within 30 days from the date of the invoice. As Civica automatically matches invoices to orders to facilitate smooth and quick payment, the vast majority of the delays relate to the aforementioned issues.</p>		
<p>What is the likely impact of continued performance? Section 113 of the UK Statutory Instrument - The Public Contracts Regulation 2015 - stipulates that payment must be made by the contracting authority to the contractor for goods and services received, no later than ‘the end of a period of 30 days from the date on which the relevant invoice is regarded as valid and undisputed’.</p> <p>The authority must also report on the internet, and include in their statutory accounts/annual report, the proportion of invoices that were paid in accordance with those obligations, expressed as a percentage of the total number of invoices that were, or should have been, paid in accordance with those obligations.</p> <p>Failure to pay within these terms could have detrimental impact on suppliers, as this impairs cashflow, and could impact on the authority if interest is charged for late payment outside of these terms.</p>		
<p>What activities have been or are being put in place to address these issues? Work is underway to identify those budget areas (portfolios, departments, cost centres and budget holders) who only raise orders on receipt of invoices and/or, who hold invoices within their department, which therefore impacts on the Finance Team’s ability to pay the invoices within 30 days from the date of the invoice.</p>		

Are there any decisions likely to be required of Executive Members in the future, in relation to this issue? No.

Priority: P8 – Transparent and effective organisation		
Performance Measure: No. 65 Achieve a breakeven or underspend against overall portfolio and corporate budgets		Good performance is: Higher
Target: Breakeven or underspend		Baseline: Breakeven
Quarterly performance	<p>Half year performance and RAG rating Forecast outturn, based on information as at 30th September 2019, is an overspend of £2.750 million across the portfolio budgets.</p> <p style="text-align: center;">(RED)</p>	<p>Year-end performance and RAG rating Final outturn (excluding the Schools and Education portfolio which is funded through specific schools reserves) is an overspend of £2.283m across the portfolio budgets.</p> <p>The major contributing factor to the overspend is the ongoing service and demand led pressures within Children's Services</p> <p style="text-align: center;">(RED)</p>
<p>What is the reason for the performance? The forecast outturn at 30th September 2019, was for an overspend across the portfolio budgets of £2.750 million, reflecting a £3.0 million overspend on Children's Services due to increasing demand pressures and complexity of need, offset by a forecast underspend of £250k in respect of budget savings within the Digital and Business Change portfolio.</p> <p>Based on the draft outturn position for 2019/20, the actual outturn is slightly better than forecast with an overspend of £2.283 million, of which £3.665 million relates to the overspend on Children's Services, as referred to above, offset by total underspend of £1.382 million across all the other portfolio budgets.</p>		
<p>What is the likely impact of continued performance? Any overspend will need to be funded from reserves.</p> <p>Reserves have been diminishing and current reserve levels are very low in comparison to other unitary authorities and to other authorities across the country of a similar size and complexity.</p> <p>Once reserves are fully utilised, in the absence of further funding, the council will not be able to operate.</p>		
<p>What activities have been or are being put in place to address these issues? The Executive Members and their Directors continue to develop and implement the council's savings programmes to close the budget gap and to contain the overspend. Demand management strategies have also been reviewed and developed further in Children's Services to try and curtail the upward trajectory of spend.</p>		

The use of reserves to balance the budget each year, i.e. to offset overspends due to unfunded cost pressures and slippage in delivery of the savings programme, is closely monitored.

It is understood across the Council that reserve levels are extremely low, and every effort must be made to contain spending within agreed budgets.

A conscious effort is made to increase reserves wherever possible e.g. through one-off receipts such as the gain made on refinancing the PFI scheme.

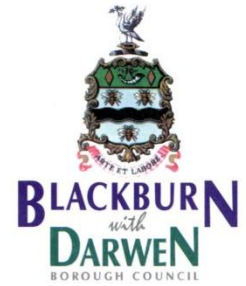
Are there any decisions likely to be required of Executive Members in the future, in relation to this issue? Finance Council approves the budget for each financial year and the budget position for the Council is reported to Executive Board each quarter.

The level of reserves are presented to the Executive Board each quarter for consideration and approval as part of the Corporate Revenue Monitoring report and the movement in each of the reserves (both General and Earmarked) is detailed to explain both the utilisation of each reserve and any items that have increased reserve levels.

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Priority: P8 – Transparent and effective organisation		
Performance Measure: No. 68 Reduction in employee absence through sickness		Good performance is: Lower
Target: 8 days per annum		Baseline: 8.81 days per annum (2018/19)
Quarterly performance	Half year performance and RAG rating Q1 = 1.56 Q2 = 2.16 (AMBER)	Year-end performance and RAG rating Q3 = 2.39 Q4 = 2.55 (2.40 excluding COVID-19) 2019/20 = 9 days (8.81 days ex COVID-19) (RED)
What is the reason for the performance? Sickness absence improvement is a long-standing target for the council and work continues under the monitoring of the policy and corporate resources overview and scrutiny committee. Directors and Heads of Service have contributed significantly to improve performance over recent years. What is not understood nationally and reflected here locally as yet is the likely `Covid-19` impact on the weeks at the latter of quarter 3 and throughout quarter 4 of undiagnosed as `Covid-19` related absences. These may only be recorded as cold/flu symptoms.		
What is the likely impact of continued performance? The council's performance is key to our reputation in the community as a leader in employment and delivery of excellent services. Failure to continue to improve attendance at work therefore would damage the council's reputation.		
What activities have been or are being put in place to address these issues? A continuous programme of improvement has been progressed as reported through to the Corporate Policy Overview and Scrutiny Committee. This is continuing to improve performance towards the target of 8 days.		
Are there any decisions likely to be required of Executive Members in the future, in relation to this issue? No		

EXECUTIVE BOARD DECISION



REPORT OF: Executive Member for Finance and Governance,
Executive Member for Growth and Development

LEAD OFFICERS: Director of Growth & Development

DATE: Thursday, 11 June 2020

PORTFOLIO(S) AFFECTED: Growth and Development

WARD/S AFFECTED: Livesey with Pleasington;

KEY DECISION: N

SUBJECT:

Petition regarding disposal of open space Land off Old Gates Drive and the disposal of open space land on Old Gates Drive.

1. EXECUTIVE SUMMARY

This report has been prepared to inform the Board that a petition has been received from residents in relation to Council owned land at Lomond Gardens/Old Gates Drive, Blackburn.

Residents object to proposed access from the existing public open space on Old Gates Drive to serve the new housing development, utilisation of Old Gates Drive as an access road for temporary construction works and creating a permanent access road to serve a new housing development at Lomond Gardens. They also have concerns of increased traffic during the construction phase and post development.

2. RECOMMENDATIONS

That the Executive Board:

Notes the petition. The proposed access to the development will be considered and will be subject to a new formal reserved matters application or a Full planning application. The Growth team will report back to the lead petitioner.

3. BACKGROUND

Outline planning permission was granted at the 15th August 2019 Planning & Highways Committee for up to 35 dwellings on the open space land, which is located to the south of Lomond Gardens, and to the east and north of Old Gates Drive. This permission only related to the principle of residential development on the land, with all matters reserved including the proposed access. In response to the public consultation period, 5 letters of objection were received. The planning application reference is 10/19/0542.

In line with Executive Board approval on 12th March 2020, statutory requirements for Appropriation of Land and Disposal of Open Space notices for land at Old Gates Drive were released on 9th, 16th and 23rd April 2020. The extent of the land that the notices relate to is shown by the red line boundary in Appendix 1.

A petition containing 239 signatures was received on 30th April 2020 in relation to the site, with objections to temporary and permanent access pre and post development stages and increased volume of traffic.

At the time of the Petition Report being prepared, no new planning applications relating to the site have been received by the Council.

4. KEY ISSUES & RISKS

The proposed access to the development site is being considered by the preferred developer, and will be subject to a new formal reserved matters application or a Full planning application.

The application will be subject to a full consultation with the local residents on Old Gates Drive, Lomond Gardens and the surrounding streets, inviting comments on the proposed application, which will be taken into consideration by the planning case officer. The contents of the petition will also be included in any consideration of the matters of the proposed appropriation or proposed disposal of open space.

A detailed Transport Assessment will be required to be submitted with the application, which will be subject to a detailed review by the Council's Highway Officers.

5. POLICY IMPLICATIONS

The proposed disposal is in accordance with the Council's disposal policy and will meet the strategic aims of the Council's Growth Programme.

6. FINANCIAL IMPLICATIONS

None

7. LEGAL IMPLICATIONS

Part 7 of the Council's Constitution relates to Petitions. This is considered to be an 'ordinary' petition as it is signed by at least 6 local people. Although many of the issues raised are considered planning matters that are more suitably dealt with elsewhere, the petition sufficiently overlaps with more general policy concerns that it is appropriate it is reported here too. Part 7 also sets out the general parameters of the potential responses or feedback formats that the Council ought to consider in response. This report's recommendation is considered under Part 7 to be an appropriate form of response to formally consider the substantive application.

8. RESOURCE IMPLICATIONS

None

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below.

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.

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.

10. CONSULTATIONS

None

11. STATEMENT OF COMPLIANCE

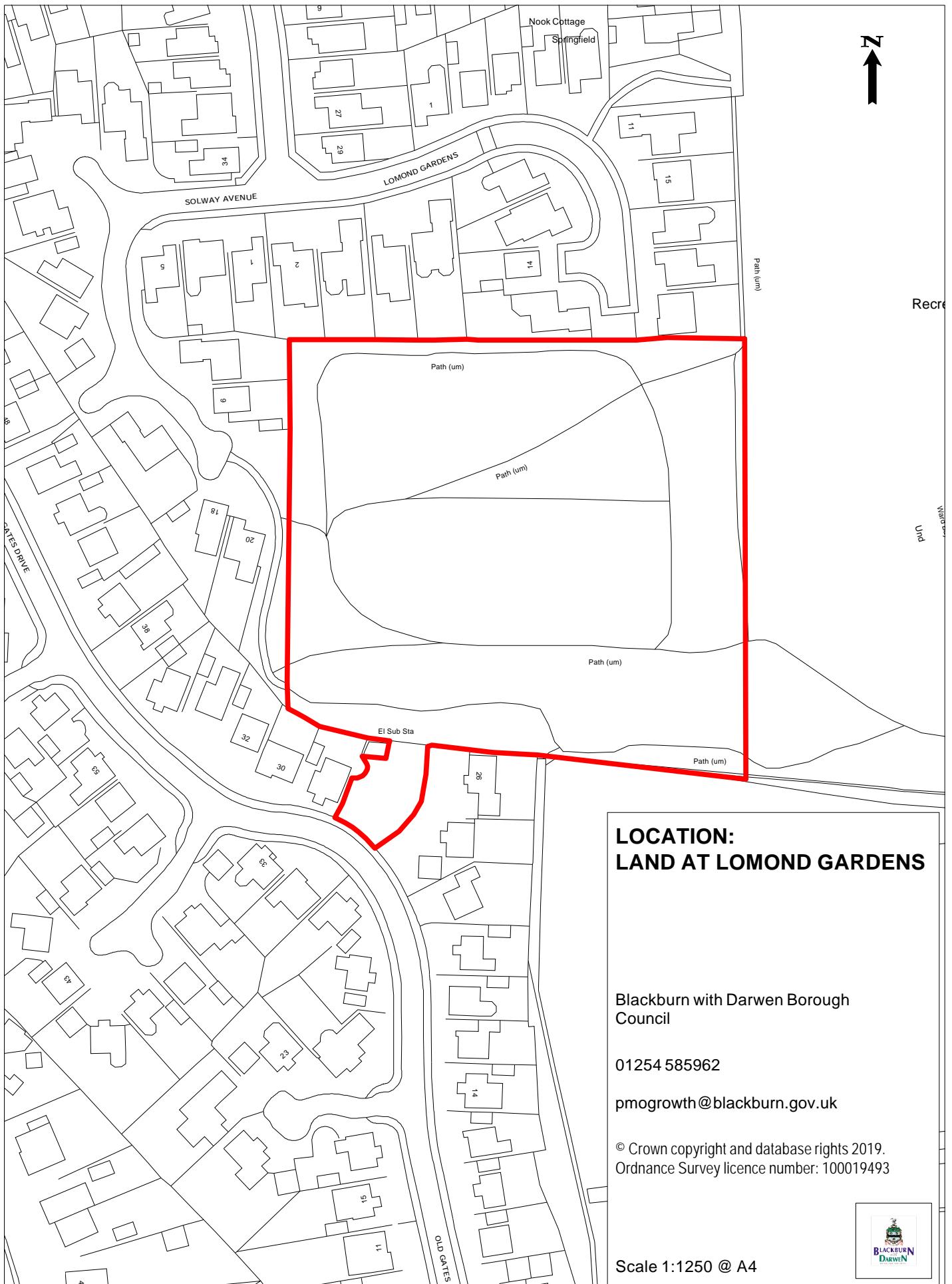
The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect 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 in the Summary of Decisions published on the day following the meeting.

CONTACT OFFICER:	PMO Growth, pmogrowth@blackburn.gov.uk
DATE:	18 th May 2020
BACKGROUND PAPER:	None

Appendix A - LAND AT LOMOND GARDENS COUNCIL OWNERSHIP PLAN



LOCATION: LAND AT LOMOND GARDENS

Blackburn with Darwen Borough
Council

01254 585962

pmogrowth@blackburn.gov.uk

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Scale 1:1250 @ A4

Recipient: Blackburn with Darwen Borough Council

Letter: Greetings,

Objected to Disposal of Open Space Land off Old Gates Drive (BB2 5BY) and the disposal of open space land on Old Gates Drive.

The objection also includes the utilization of Old Gates Drive as the access road for temporary construction works and to make this a permanent access road for the new estate (Lomand Gardens).

During construction work Old Gates Drive will see large volumes of traffic in the form of muck away wagons causing noise, dirt/dust and road deterioration and large volumes of construction materials deliveries as well as operatives vehicles.

After construction completion and If the new access road is granted Old Gates Drive will see an anticipated minimum 60 vehicles but assumed 70 (35 houses x 2 cars per house hold) using the already dilapidated and congested Old Gates Drive.

Please see petition below of the circa 239 opposing signatures to your proposals.

Regards
Mr Matt Diffey c/o Old Gates Drive Residents



30/04/2020

Signatures

Name	Location	Date
Matt Diffey	UK	2020-04-16
Kevin Allcock	Blackburn, UK	2020-04-16
Sheila Morris	Blackburn, UK	2020-04-16
Heidi Pugh	Blackburn, England, UK	2020-04-16
Kat Demos	Guildford, UK	2020-04-16
matthew burgess	ware, UK	2020-04-16
Lindsay Nuttall	Blackburn, England, UK	2020-04-16
Amy Banks	Darwen, UK	2020-04-16
Paul Nuttall	Blackburn, UK	2020-04-16
Susan Streit	Lancashire, Scotland, UK	2020-04-16
Natasha Heyes	Darwen, England, UK	2020-04-16
Matt Diffey	Blackburn, UK	2020-04-16
Denis Noblett	Blackburn, UK	2020-04-16
Gail Green	Peterborough, UK	2020-04-16
Gregor Whittle	Blackburn, England, UK	2020-04-16
michelle duckworth	Blackburn, UK	2020-04-16
Victoria Wilding	Blackburn, England, UK	2020-04-16
Kieron Wilding	Wirral, England, UK	2020-04-16
Peter Clarkson	Blackburn, England, UK	2020-04-16
Clare Leadley	Blackburn, UK	2020-04-16

Name	Location	Date
Ged Johnson	Darwen, England, UK	2020-04-16
Sarah Drinkido2@gmail.com	Blackburn, UK	2020-04-16
Stuart Wilkinson	Blackburn, UK	2020-04-16
Vicky Austin	Blackburn, UK	2020-04-16
Sarah Mitchell	London, UK	2020-04-16
Anita Sephton	Wigan, UK	2020-04-16
Steve *****.	Ince-in-Makerfield, UK	2020-04-16
anne doran	SKELMERSDALE, UK	2020-04-16
Owen Blake	Bristol, UK	2020-04-16
Anna Knowles	Burnley, England, UK	2020-04-16
Angela McKay	Blackburn, UK	2020-04-16
Ann Dixon	London, UK	2020-04-16
Sara Fowler	Blackburn, England, UK	2020-04-16
Patrick Rowan	Blackburn, England, UK	2020-04-16
Kim Smith	Blackburn, England, UK	2020-04-16
Zaheera Khan	Blackburn, UK	2020-04-16
Fiona Hamilton	Blackburn, England, UK	2020-04-17
Liz Low	Blackburn, England, UK	2020-04-17
Simon Buxton-Moore	Lymm, UK	2020-04-17
Chris Carter	Blackburn, England, UK	2020-04-17
Julia Gordon	Blackburn, England, UK	2020-04-17

Name	Location	Date
Eileen Whittle	Blackburn, England, UK	2020-04-17
Tony Wilkinson	Blackburn, England, UK	2020-04-17
Jackie Entwistle	Blackburn, England, UK	2020-04-17
Alison Donnellyshorrock	Blackburn, England, UK	2020-04-17
Steph Robinson	Blackburn, England, UK	2020-04-17
Charlotte Garnett	Blackburn, England, UK	2020-04-17
Neil Carter	Blackburn, UK	2020-04-17
John Airey	Blackburn, UK	2020-04-17
Tony Entwistle	Blackburn, England, UK	2020-04-17
Sylvia Edmond	Blackburn, England, UK	2020-04-17
Robert Pegg	Widnes, UK	2020-04-17
Malgorzata Soczewka	Linton, UK	2020-04-17
Paul Barton	Blackburn, England, UK	2020-04-17
Laura Barton	Blackburn, UK	2020-04-17
Francis Tipping	Blackburn, UK	2020-04-17
David Duckworth	Blackburn, England, UK	2020-04-17
Christine Hogan	Blackburn, UK	2020-04-17
Jenny Moir	Blackburn, UK	2020-04-17
Charlie Richardson	Newbury, UK	2020-04-17
Bethany Whittaker	UK	2020-04-17
Karen Grogan	Blackburn, UK	2020-04-17
Rachel Kirkham-Moore	Blackburn, UK	2020-04-17

Name	Location	Date
Antonietta Campbell	Bolton, England, UK	2020-04-17
Terry Hannon	Blackburn, UK	2020-04-17
Paul Richardson	Chessington, England, UK	2020-04-17
Patricia Gilgunn	Blackburn, England, UK	2020-04-17
Nicola Jones	Blackburn, England, UK	2020-04-17
Ian Greenacre	Blackburn Lancashire, England, UK	2020-04-17
robert lumb	Blackburn, UK	2020-04-17
Jo Eccles	Blackburn, England, UK	2020-04-17
Nick cooper	Blackburn, UK	2020-04-17
Michelle Barton	Blackburn, UK	2020-04-17
Pam Carter	Blackburn, UK	2020-04-17
David Barrett	Feniscowles Blackburn, England, UK	2020-04-17
lisa gallagher	Blackburn, England, UK	2020-04-17
Annette McMeel	Preston, UK	2020-04-17
Jane Nutt	Blackburn, England, UK	2020-04-17
Graham Dean	Blackburn, England, UK	2020-04-17
Shirley Austin	Blackburn, UK	2020-04-17
barbara fox	darwen lanca, England, UK	2020-04-17
Karl Pugh	Blackburn, England, UK	2020-04-17
Claire Jacobs	UK	2020-04-17
Joan Venables	Blackburn, UK	2020-04-17
Gabrielle Fawcett	Blackburn, England, UK	2020-04-17

Name	Location	Date
Lisa Armas	Blackburn, UK	2020-04-17
christopher bentley	Darwen, England, UK	2020-04-17
Andi Willacy	Maida Vale, UK	2020-04-17
Nikki Marsland	Blackburn, England, UK	2020-04-17
Becky Melia	Blackburn, England, UK	2020-04-17
Rodger Parkhouse	Manchester, England, UK	2020-04-17
Fee Fleming	UK	2020-04-17
Christopher Gosling	Darwen, England, UK	2020-04-17
margaret heald	Feniscowles, England, UK	2020-04-17
Adam Eccles	Blackburn, Lancashire, United Kingdom, England, UK	2020-04-17
Laura Little	Blackburn, England, UK	2020-04-17
Craig wilkinson	Blackburn, England, UK	2020-04-17
Karlton Whittaker	Blackburn, UK	2020-04-17
Lucy Woods	Rishton, England, UK	2020-04-17
Susan Pateman	Blackburn, UK	2020-04-17
sol sharif	blackburn, UK	2020-04-17
Duncan Brooks	Blackburn, UK	2020-04-17
Paul Foley	Blackburn, England, UK	2020-04-17
Jonny Stonham	Blackburn, England, UK	2020-04-17
Brian Hopwood	Blackburn, England, UK	2020-04-17
Ben Hargreaves	Blackburn, England, UK	2020-04-17

Name	Location	Date
Clare Slater	Darwen, UK	2020-04-17
Joyce Jones	Blackburn, UK	2020-04-17
Mark Milaszewicz	Rossendale, UK	2020-04-17
Julie Shorrocks	Blackburn, England, UK	2020-04-17
claire kershaw	Blackburn, England, UK	2020-04-17
Anita Shuttleworth	Blackburn, England, UK	2020-04-17
Keith McNally	Blackburn, England, UK	2020-04-17
Isobel Maxwell	Altrincham, England, UK	2020-04-17
Andrew Scott	Blackburn, England, UK	2020-04-17
Jacqui Stewart	Blackburn, England, UK	2020-04-17
Jennifer Willets	Blackburn, UK	2020-04-17
Paul Brown	Blackburn, England, UK	2020-04-17
geoffrey morgan	Glasgow, Scotland, UK	2020-04-17
Jilly Duxbury	UK	2020-04-17
Audrey Willacy	Blackburn, England, UK	2020-04-17
Liz Whittall	blackburn, England, UK	2020-04-17
Colin Fowler	Blackburn, UK	2020-04-17
Fiona Edwards	Blackburn, England, UK	2020-04-17
Chris Diffey	Whalley, UK	2020-04-17
Lyndon Morris	Blackburn, UK	2020-04-17
Chris Courtney	Blackburn, England, UK	2020-04-17
Laura Diffey	Blackburn, UK	2020-04-17

Name	Location	Date
David Chadwick	Bolton, UK	2020-04-17
Jason Bianco	Manchester, England, UK	2020-04-17
Jason Cothliff	Manchester, England, UK	2020-04-17
Danny Devitt	Blackburn, England, UK	2020-04-17
Laura Auld	Preston, UK	2020-04-17
Jamie Coughlin	Blackburn, UK	2020-04-17
Gina Mcloughlin	Blackburn, UK	2020-04-17
Laura Coughlin	Blackburn, UK	2020-04-17
Andrew Smith	Blackburn, England, UK	2020-04-17
Ben Stobbart	Blackburn, England, UK	2020-04-17
Laura Baker	Blackburn, England, UK	2020-04-17
Karen Warner	Blackburn, UK	2020-04-17
Sheila Wright	Blackburn, England, UK	2020-04-17
Heather talbot	Blackburn, UK	2020-04-17
Julia Morrison	Blackburn, UK	2020-04-17
Lisa Clough	Bolton, UK	2020-04-17
Charlotte Smith	blackburn, UK	2020-04-17
Tracy Smith	Blackburn, England, UK	2020-04-17
lisa Griffin	Blackburn, England, UK	2020-04-17
Shaun Grime	gt harwood, England, UK	2020-04-17
Alison Ingleby	Blackburn, UK	2020-04-17
Diane Parker	Blackburn, England, UK	2020-04-17

Name	Location	Date
Debbie wilding	Blackburn, England, UK	2020-04-17
Diane Greaves	Blackburn, UK	2020-04-17
Maiah Greaves	Blackburn, UK	2020-04-17
Stuart Greaves	Blackburn, England, UK	2020-04-17
claire earnshaw	Feniscowles, England, UK	2020-04-17
Jane Pilkington	Manchester, England, UK	2020-04-17
Jean Prescott	Stockport, UK	2020-04-17
julie holdsworth	Mellor, England, UK	2020-04-17
Lindsay Williams	Blackburn, UK	2020-04-18
Kelly Farran	Blackburn, UK	2020-04-18
Wendy Holliday	Blackburn, UK	2020-04-18
Sara Sciambarella	Darwen, England, UK	2020-04-18
Peter Duxbury	56. Old Gates Drivr. Feniscowles. Blackburn., UK	2020-04-18
Joseph Walsh	Blackburn, England, UK	2020-04-18
Gary Austin	Blackburn, UK	2020-04-18
sharron marsden	Blackpool, England, UK	2020-04-18
Jeanette Fish	Blackburn, England, UK	2020-04-18
Karen Peacock	56 Old Gates Drive, England, UK	2020-04-18
Pam Chadwick	Blackburn, England, UK	2020-04-18
Fi Quigley	UK	2020-04-18
Donna halleron	Blackburn, England, UK	2020-04-18

Name	Location	Date
Steve Parker	Blackburn, England, UK	2020-04-18
Mick Longland	Blackburn, UK	2020-04-18
Alison Swinhoe	Blackburn, England, UK	2020-04-18
Richard Clayton	Blackburn, UK	2020-04-18
Stephen Lomax	Darwen, England, UK	2020-04-18
Brian Egan	Blackburn, England, UK	2020-04-18
ann higginson	Lytham Saint Annes, England, UK	2020-04-18
Sian Dobbs	Nottingham, England, UK	2020-04-18
Paul Kelly	Blackburn, UK	2020-04-18
valerie paterson	Blackburn, England, UK	2020-04-18
Andy King	Squamish, Canada	2020-04-19
Geoff Baron	Blackburn, UK	2020-04-19
Rachel Smith	Blackburn, UK	2020-04-19
Derek Parker	Blackburn, UK	2020-04-19
Joan Bradley	Blackburn, England, UK	2020-04-19
Lynne Nightingale	Blackburn, UK	2020-04-19
Bob Dent	Blackburn, UK	2020-04-19
Chris Davies	Blackburn, England, UK	2020-04-19
Mark Willacy	Blackburn, England, UK	2020-04-19
Stewart Aspin	Blackburn, UK	2020-04-19
Derek Smith	Blackburn, UK	2020-04-19
Angela McKay	Blackburn, UK	2020-04-19

Name	Location	Date
Louise Ainsworth	Manchester, England, UK	2020-04-19
Emma Clough	Blackburn, England, UK	2020-04-19
Ahmed Al-dosari	Blackburn, England, UK	2020-04-19
Stuart Whaley	Cambridge, UK	2020-04-19
Nisar Ahmad	Blackburn, England, UK	2020-04-19
Fee Fleming	Blackburn, UK	2020-04-19
Nick Adams	Blackburn, UK	2020-04-19
Badar Munir	Nelson, UK	2020-04-19
Taeeba Yameen	Brierfield, UK	2020-04-19
Nick Cornwell	Whalley, England, UK	2020-04-20
Nicola Whalley	Blackburn, UK	2020-04-20
Johno Whalley	Blackburn, UK	2020-04-20
Maureen Park	Blackburn, UK	2020-04-20
Kara Walmsley	Walsall, UK	2020-04-20
Annice Harrison	Blackburn, England, UK	2020-04-20
Andy Fleming	Rock Hill, South Carolina, US	2020-04-20
Anthony Urso	Charlotte, North Carolina, US	2020-04-20
Niamh Holcroft	Blackburn, UK	2020-04-20
Euan Miller	Blackburn, UK	2020-04-20
sophia ceraldi	Blackburn, UK	2020-04-20
Rebecca Scott	Blackburn, UK	2020-04-20
Mandy Leaver	Blackburn, England, UK	2020-04-20

Name	Location	Date
Lynsey Scott	Blackburn, UK	2020-04-20
Jordan Scott	Blackburn, UK	2020-04-21
Susan McCann	Blackburn, England, UK	2020-04-22
Derek Robinson	Blackburn, England, UK	2020-04-22
Alyson Vinnyey	Blackburn, UK	2020-04-22
Gerry Raynor	London, England, UK	2020-04-22
Gabrielle Lawson	Preston, UK	2020-04-23
Beth Speak	Blackburn, England, UK	2020-04-23
Brian Wilson	Wakefield, UK	2020-04-23
Robyn Drinkwater	Blackburn, UK	2020-04-23
Karen Turner	Blackburn, UK	2020-04-24
Paul Hickey	Ruislip, England, UK	2020-04-24
Nicholas Allen	Manchester, England, UK	2020-04-24
Sylvia Fishwick	Widnes, UK	2020-04-24
Mavis Dickinson	Salford, UK	2020-04-24
Alberto Armas	Blackburn, UK	2020-04-24
Greenhalgh Greenhalgh	Blackburn, UK	2020-04-24
carol staffa	Blackburn, UK	2020-04-24
Dave P	Blackburn, UK	2020-04-24
Alan davis	barnoldswick, England, UK	2020-04-24
Chris Slater	Blackburn, England, UK	2020-04-24
Louise Wade	Darwen, UK	2020-04-26

Name	Location	Date
Sherryl Wright	Blackburn, England, UK	2020-04-28
Russell Croker	Ilford, UK	2020-04-28

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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