

## Council Forum

Thursday, 6th October, 2022

6.00 pm

Council Chamber, Blackburn Town Hall

[Link to Webcast](#)

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### AGENDA

1. Prayers by the Mayor's Chaplain, followed by Welcome and Apologies
2. Minutes Of The Previous Meeting  
Council Forum July 2022 4 - 9
3. Declarations of Interest  
DECLARATIONS OF INTEREST FORM 10
4. Mayoral Communications
5. Casual Vacancy - Darwen South Ward  
Council Forum report.Casual vacancy.Darwen South.October 2022 11 - 13  
The Mayor has accepted an additional report to be included in the agenda for this meeting, advising Members of a casual vacancy which has arisen in the Darwen South ward. This is due to Andrew Walker no longer being a Councillor.
6. Council Forum  
To consider any questions from members of the public under Procedure Rule 12.
7. Motions  
Motion for Free School Meals 14 - 15  
To consider the attached Motion submitted under Procedure Rule 10.
8. Corporate Plan Refresh  
Corporate Plan 16 - 19

**9. Review of the Policy for the Minimum Revenue Provision and Prudential and Treasury Management Indicators**

Council Forum is requested to approve the recommendations below as approved by the Executive Board at its meeting on 8<sup>th</sup> September 2022:

a) the policy on the Minimum Revenue Provision as set out at **Appendix A**.

b) the amended Prudential Indicators for 2022/23 as set out at **Appendix B**.

Link to full report and appendices (Agenda Item 8.2):

[Agenda for Executive Board on Thursday, 8th September, 2022, 6.00 pm \(blackburn.gov.uk\)](https://blackburn.gov.uk/Agenda%20for%20Executive%20Board%20on%20Thursday%2C%208th%20September%2C%202022%2C%206.00%20pm%20(blackburn.gov.uk))

**10. Updates from other Committees**

**Overview and Scrutiny Committee Update 20 - 24**

To receive an update a joint report from the Chairs of the Overview and Scrutiny Committees.

**11. Reports of the Executive Members with Portfolios**

**11.1 Leader**

**Leader 25 - 28**

**11.2 Growth & Development**

**Growth & Development 29 - 33**

**11.3 Children, Young People & Education**

**Children, Young People & Education 34 - 39**

**11.4 Environment & Operations**

**Environment & Operations 40 - 41**

**11.5 Public Health, Prevention & Wellbeing**

**Public Health, Prevention & Wellbeing 42 - 44**

**11.6 Adults, Social Care & Health**

**Adults, Social Care & Health 45 - 46**

**11.7 Digital & Customer Services**

**Digital & Customer Services 47 - 49**

**11.8 Finance & Governance**

**Finance & Governance 50 - 53**

**12. Questions from Members**

To consider any questions received from Members under Procedure Rule 11.

**13. Revised Year Planner 2022/23**

**Year Planner 2022-23 Final - Oct CF**

**54 - 57**

To approve the revised Year Planner 2022/23, which reflects the new Scrutiny arrangements.

Date Published: Wednesday, 28 September 2022  
Denise Park, Chief Executive

## **COUNCIL FORUM** **Thursday 28<sup>th</sup> July 2022**

**PRESENT** – *The Mayor, Councillor Suleman Khonat, Councillors, Akhtar P, Ali, Browne, Casey, Desai M, Desai S, Fielding, Floyd, Gee, Gunn, Harling, Hardman, Humphrys, Hussain I, Hussain M, Hussain S, Irfan, Imtiaz, Khan S, Khan Z, Liddle, Mahmood, Marrow, McCaughran, Patel Ab, Patel Alt, Raja, Rawat, Rigby, Riley, Russell, Salton, Shorrocks, Sidat, Slater Jacq, Slater Jo, Slater Ju, Slater N, Smith D, Smith J, Talbot, Taylor and Whittingham.*

### **RESOLUTIONS**

#### **13 Welcome and Apologies**

The Chief Executive read out the notice convening the meeting.

There then followed Prayers by the Mayor's Chaplain.

Apologies were received from Councillors Akhtar H, Baldwin, Brookfield, Connor, Fazal, McGurk and Walker.

#### **14 Minutes Of The Previous Meeting**

**RESOLVED** – That the Minutes of the Annual Council meeting held on 19<sup>th</sup> May 2022 be agreed as a correct record

#### **15 Declarations of Interest**

No Declarations of Interest were received.

#### **16 Presentation of Civic Service Awards**

The Mayor presented Civic Service Awards to former Councillors Mohammed Khan CBE, Maureen Bateson MBE and Yusuf Jan Virmani.

The former Councillors gave short acceptance speeches, thanking Officers and Members for their support, and Councillors Phil Riley and John Slater congratulated them for their outstanding service over many years serving on the Council.

#### **17 Mayoral Communications**

The Mayor reported on events he had attended since his installation, including Civic Sunday, many events in commemoration of the Queen's Platinum Jubilee, the Festival of Making, and the ceremonies to receive the Commonwealth Games Baton.

The Mayor also encouraged schools to arrange visits to meet him and visit the Council Chamber and Mayor's Parlour.

## **18 Council Forum**

The Chief Executive reported that no questions had been received under Procedure Rule 12.

## **19 Motions**

The Chief Executive announced that no Notices of Motion had been submitted under Procedure Rule 10.

## **20 Local Plan 2021-2037 Submission**

A report was submitted, advising that the Council has been preparing a new Local Plan for the Borough since 2018. During this time it had been subject to a number of different periods of statutory consultation, the latest being to the 'Regulation 191 Publication Plan Consultation' document between 4th February and 18th March 2022.

This report provided an update to the key issues raised during the Regulation 19 consultation and sought approval for the 'submission' of the Local Plan to the Secretary of State and the Planning Inspectorate (PINS). Submission of the Council's Local Plan to PINS would then commence an independent Examination in Public (EiP) process. The Local Plan EiP was a requirement to ensure that the Plan was 'sound', prior to the local authority being able to adopt the Plan as the formal development plan for the Borough.

**RESOLVED** – That Council Forum:

3.1 Approve submission of the Regulation 19 Local Plan (January 2022) and accompanying documents to the Secretary of State for independent examination in accordance with Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

3.2 Note the key issues arising from the Regulation 19 consultation and:

a) approve the proposed Council responses set out in Appendix D(iv) of the Regulation 22 Consultation Statement, provided on the Local Plan: Council Forum website; and

b) approve the proposed 'Schedule of Minor Amendments to Local Plan 2021- 2037' and 'Schedule of Minor Amendments to Local Plan 2021-2037 Policies Map', provided on the Local Plan: Council Forum website.

3.3 Agree to request that the appointed Planning Inspector recommends any modifications ('main modifications') to the Plan necessary to meet the requirements of the Regulations and to make the Plan 'sound'. Any main modifications will be subject to further public consultation (in 2023) ahead of adoption of the new Local Plan.

3.4 Authorise the Strategic Director (Growth and Development), following consultation with the Executive Member for Growth and Development, to confirm the Council's position in respect of any suggested minor or main modifications during the EiP process. All modifications proposed through

the EiP will be subject to public consultation following the Local Plan hearing sessions. These will be made available on the Local Plan examination page.

## **21      Article 4 HMO Report**

Council Forum received a report on current issues relating to Houses of Multiple Occupation (HMOs) and which set out the justification for making a new Article 4 Direction to control the change of use from a dwelling house to a HMO and to set out the new designated area which that Direction would apply to. (The new Article 4 Direction designation was proposed to cover the whole urban area of Blackburn with Darwen and would replace the existing Article 4 Direction.)

The report recommended to Council Forum an approach to making the Direction, namely a non-immediate Direction that would come into effect in 12 months, covering the urban areas of the Borough (and so affecting all wards). A map of the proposed Article 4 Direction area was provided as Appendix 1.

Council Forum was asked to endorse the proposed approach and approve the making of the Direction and the commencement of consultation.

Council Forum was also recommended to agree the cancellation of the existing Article 4 Direction, but only on the condition that the new direction was confirmed at a later date, at which point it would be cancelled on the date that the new Direction took legal effect.

### **RESOLVED –**

2.1 That Council Forum note the issues described in the report and the rationale behind the proposed approach;

2.2 That Council Forum endorse the making of a non-immediate Direction under Article 4 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended), with a 12-month lead-in period, to remove the permitted development right granted by Schedule 2 Part 3 Class L(b) of that Order, which allows a change of use from a dwelling house (C3) to a house in multiple occupation with between 3 and 6 occupants (C4) and which will apply to all urban areas of the borough as shown on the accompanying plan.

2.3 That Council Forum approve the making of such Article 4 Direction, with the required consultation to take place over a 6 week period over August/September 2022.

2.4 That Council Forum note that it will receive a further report to formally confirm the Article 4 Direction, taking into consideration the feedback and outcome of the consultation.

## 22 Corporate Plan

Members were updated on the development of the Corporate Plan refresh and the timetable for adopting it.

As Members agreed at Policy Council in December 2021, a programme of engagement activity, including the first residents' survey since 2018, has been carried out to help inform development of the new Corporate Plan.

Several themes have emerged which will help determine the focus of the new corporate plan, with more engagement activity planned over the next few months with young people, partner organisations and internal staff and services. Updates would also be provided to scrutiny committees.

A further update report was planned to Council Forum on October 6th before the final draft of the Corporate Plan was presented to Policy Council in December for approval.

An implementation plan, incorporating the new business planning process for 2023 would be prepared by the end of the calendar year.

### **RESOLVED -**

That Council Forum:

- i. Notes the progress on the engagement plan
- ii. Notes the emerging themes
- iii. Agrees the future timetable for the corporate plan development

## 23 Constitutional Update

Council Forum received a report advising that since the last Constitution update in October 2021, there had been some changes to the Council management structure and the Leadership. These changes required amendments to be made to the Council's Constitution. Other amendments had been made following a review by the Monitoring Officer and in consultation with other key officers and these were outlined in the report submitted.

The Council is asked to:

1.1 approve the updated Council Constitution as contained in the **Appendix**.

1.2 subject to 2.1 above, note that a pdf version of the updated constitution will be published on the Council website.

## 24 Review of the Overview and Scrutiny Committees Structure

Council Forum received a report that requested Members to consider a review of the current structure of Overview & Scrutiny Committees.

Annual Council on 19th May 2022 recommended that the Chief Executive in consultation with the three Chairs of the Overview & Scrutiny Committees review the structure of the OSCs, and present a report to Council at a future date. The review would look at the remit, number of Committees and membership of each of the Overview & Scrutiny Committees, to ensure that there is sufficient capacity to conduct effective scrutiny of Council and relevant health business.

Following this review, it was proposed that the remit of the current People OSC was divided, and the structure reviewed replacing it with two new OSCs: Health and Social Care OSC and Children and Young Peoples OSC. For the remainder of 2022/23, the composition for each of these two newly established OSCs would be six members including a Chair and Vice Chair. The composition for the Call-in Committee remained unchanged. The composition of the Policy and Corporate Resources OSC and Place OSC also remain unchanged for 2022/23, but would be reviewed in May 2023. The appointments to the OSCs were detailed in Appendix 2.

#### **RESOLVED –**

The Council is asked to:

1. Suspend Rule 1 of the Council Procedure Rules to enable Council Forum to consider this report and, subject to 2.3 below, appoint to the Overview & Scrutiny Committees.
2. Agree to the restructure of the Council's Overview and Scrutiny Committees, as detailed in this report and note the revised composition and political balance for 2022/23 as detailed in **Appendix 1**.
3. Approve the appointments to the Overview & Scrutiny Committees for 2022/23 as detailed in the **Appendix 2**.
4. Subject to 2.2 and 2.3 above, authorise the Monitoring Officer to make the necessary amendments to the Constitution.

#### **25      Audit & Governance Committee Annual Report 2021/22**

The draft Audit & Governance Annual Report 2021/22 was attached for consideration and approval.

The report summarised the work undertaken and reports considered by the Committee during the year to demonstrate that it had fulfilled its agreed terms of reference.

**RESOLVED –** That the Annual Report be noted and endorsed.

#### **26      Update from other Committees**



Council Forum received an update from the Chair of the Standards Committee and the Chairs of the PEOPLE, PLACE and Policy and Corporate Resources Overview and Scrutiny Committees on progress of their work.

The Chair of the Standards Committee, Parwaiz Akhtar, reminded Members of the essential requirement for all Members to undertake the Information Governance and Cyber Security Training, particularly in view of recent cyber attacks on Councils and also reported on the Committee's work programme for 2022/23.

**RESOLVED –**

1. That the work programme of the Standards Committee be noted.
2. That Council Forum agree that all Members undertake the essential training for Information Governance and Cyber Security.
3. That the updates from the Overview and Scrutiny Committees be noted.

**27      Reports of the Executive Members with Portfolios**

During discussion of the reports, several Members made reference to Councillor Zamir Khan's recent award of the MBE in the Queen's Honours List and congratulated him.

**RESOLVED** - That the reports of the Leader and Executive Members be noted.

**28      Questions from Members**

No questions from Members had been received under Procedure Rule 11.

Signed at a meeting of the Council Form

On 6<sup>th</sup> October 2022

(being the ensuing meeting on the Council) by

MAYOR

## 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: **COUNCIL FORUM**

DATE: **6<sup>th</sup> OCTOBER 2022**

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)



<b>REPORT OF:</b>	<b>CHIEF EXECUTIVE</b>
<b>TO:</b>	<b>COUNCIL FORUM</b>
<b>ON:</b>	<b>6 October 2022</b>

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**SUBJECT: CASUAL VACANCY – DARWEN SOUTH WARD**

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## **1. PURPOSE OF THE REPORT**

To provide an update of the current membership of the Council and seek declaration of a vacancy for the Darwen South ward.

## **2. RECOMMENDATIONS**

The Council is asked to:

- 2.1 Note that Councillor Andrew Walker has ceased to be a Member of the Council.
- 2.2 Declare a casual vacancy for the Darwen South ward.
- 2.3 Subject to 2.2 above, note that the Returning Officer shall make the necessary arrangements to hold a by election in the Darwen South ward, in accordance with legislation.
- 2.4 Delegate authority to the Chief Executive to declare the office of a councillor vacant, when any change to the membership of the council occurs in the future.

## **3. BACKGROUND**

Under section 85(1) of the Local Government Act 1972 ('the Act'), if a member fails to attend any meeting of the Council throughout a period of six consecutive months from the date of their last attendance, they cease to be a councillor. An exception to this includes the non-attendance being formally approved in advance by the Council. It has been noted that Andrew Walker had not been able to attend any meetings of the Council since his last attendance at Council Forum on 24 March 2022, and there is no record of an approval being granted by the Council. Therefore, in accordance with legislation Andrew Walker's membership of the Council has ceased.

With reference to section 86 of the Act, the Council now need to declare a casual vacancy for the Darwen South ward before notice of the vacancy is published and a by election is held to fill the vacancy.

Declaration of a vacancy in the office of a councillor should be made immediately when it arises, and in order to prevent delays the Council may wish to consider delegating authority to the Chief Executive to take the necessary action in relation to any other changes in membership that may arise in the future.

## **4. POLICY IMPLICATIONS**

In order to ensure full democratic representation for all communities and areas of the borough, the Council should promptly consider any change in membership and vacancies that may arise outside the normal election period.

## **5. FINANCIAL IMPLICATIONS**

The costs incurred from holding a by election will need to be funded from the 'Conducting Elections' revenue budget.

## **6. LEGAL IMPLICATIONS**

As stated above, section 85(1) of the Local Government Act 1972 ('the Council') states that if a member of a council fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the council, they shall, cease to be a member of the Council. The exceptions to this is where:

- the Council has resolved during the period to approve the non-attendance for a particular member, due to some reason;
- the member is serving in the armed forces at a time of war or emergency and the Secretary of State decides they should not lose their seat due to their service
- the member is suspended from office.

Section 86 of the Act requires that where a member of a local authority ceases to be a member due to failure to attend meetings, the authority must forthwith declare their office to be vacant. Delegated authority to a proper officer of the Council to declare vacancies that may occur would assist to fulfil the requirement that the declaration happens in a timely manner and without delay.

The Act also requires a notice of a casual vacancy to be published immediately after the declaration, and an election to be held within 35 working days to fill the vacancy. Any delay in declaring the vacancy would result in the electoral area not being adequately represented.

Paragraph 5 of the 'Rules relating to Access to Information and Decisions and Attendance at Public Meetings' ('the Rules') require publication of agenda and reports at least five clear days before the meeting. The Rules also provide that if an item is added to the agenda later, the revised agenda and related report will be published and open to inspection from the time the item was added to the agenda, and as soon as the it has been sent to all Members. In addition, Section 100B(4) of the Act provides for an item to be considered by Council where the chairman (i.e. the Mayor) is of the opinion that an item should be considered as a matter of urgency. The Mayor has agreed for this report to be included on the agenda, after considering the circumstances and the impact of delays.

## **7. RESOURCE IMPLICATIONS**

The Governance team will support the Returning Officer in administering the by election. Additional staffing will also be needed for the polling stations, postal vote verification process, and for the verification and count.

## **8. EQUALITY IMPLICATIONS**

None.

## **9. CONSULTATIONS**

The former councillor was notified that his membership of the Council had ceased and provided time to make any representations. The timescales for declaring a vacancy, publication of notice, and holding a by election to fill the vacancy are stated in legislation.

Contact Officer: Asad Laher, Deputy Director - Legal & Governance  
(Monitoring Officer)

Date: 5 October 2022

Background Papers: None

## **Motion to support the expansion of free school meals**

In Blackburn with Darwen, 34% of our children live in [relative low-income families](#) (2020/21), this is the second highest rate in the Northwest and is nearly double the average rate across England (18.5%).

At Blackburn with Darwen Council, we are well placed to see the impact of the cost-of-living crisis on our residents and their children and families. As an authority, we are focused on ensuring that our most disadvantaged children are not left behind, in line with the levelling up agenda.

To help us do that, we must make sure that every child has the nutrition they need to be able to learn and work to their potential during the school day. Not doing so would undermine all the great efforts of the education and healthcare workforce to tackle inequalities. We understand the benefits free school meals provide to those currently entitled. For many, it is the only hot, nutritious meal they have in a day. A quality school meal helps improve children's concentration and behavior during lessons. We understand the effect they can have on improving school attendance, on children's health, and academic performance.

We know that, prior to the current cost of living crisis:

- [One in three school-age children](#) in England living in poverty (800,000) missed out on free school meals despite cost-of-living struggles of families. In large part, this is because of the restrictive eligibility criteria and lack of universal provision for all ages.
- Government action in England lags far behind Scotland and Wales, where government funding means primary schools are moving towards free school meals for all children.

The intensifying cost-of-living crisis means many more are now struggling to afford school lunches. Children are falling into school meal debt, and there is a serious threat to take-up of school meals and the viability of the catering service, not to mention risking the health and wellbeing of our pupils. We hear from school leaders about the devastating reality of children coming to school unable to afford to buy lunch, because their family circumstances mean they fall outside the restrictive free school meal eligibility criteria. The Food Foundation's latest data indicates an estimated 2.6 million children live in households that missed meals or struggled to access healthy food during April 2022. Additionally, [the Institute of Health Equity](#) has estimated that by January 2023, 66% or 18 million households, in the UK will be in fuel poverty, thus adding to the crisis.

Excluding so many vulnerable children is a real barrier to learning and must be urgently addressed. Now is the right moment for the government to commit to an expansion of free school meals, providing a nutritional safety net that supports all children to learn and achieve.

The clear solution to ensuring fairness and equity across our schools is to extend universal provision, as Wales and Scotland are now committed to deliver.

We are therefore asking the Leader and Chief Executive to write to the Secretary of State for Education, Kit Malthouse, to call for:

- An alleviation of financial pressure on hard working families struggling to feed their children during the cost-of-living crisis by implementing an urgent extension of free school meals to ensure universal provision for all school age groups, for a time limited period to match the cost-of-living crisis.
- A simultaneous review of the eligibility criteria and realistic threshold that would increase the number of children entitled to free school meals. Current eligibility for free school meals means a household on universal credit in England must earn less than £7,400 a year (after tax and not including benefits), regardless of the number of children in the family. This low threshold means that many children from working families in poverty are not entitled to free school meals. Universal provision to end only once this threshold has been implemented.
- Food provision for children on free school meals to be provided during the school holidays as standard. Children need healthy, nutritious meals all year round, and we need certainty that this will be provided continuously, outside of term time.

**Proposed by:** Cllr Julie Gunn, Deputy Leader and Executive Member for Children, Young People and Education

**Seconded by:** Cllr Damian Talbot, Executive Member for Public Health, Prevention and Wellbeing



<b>REPORT OF:</b>	<b>THE LEADER OF THE COUNCIL</b>
<b>TO:</b>	<b>COUNCIL FORUM</b>
<b>DATE:</b>	<b>6<sup>th</sup> OCTOBER 2022</b>

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**SUBJECT      CORPORATE PLAN REFRESH**

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## **1. PURPOSE OF THE REPORT**

To update members on the development of the corporate plan refresh, to agree the six missions and to note the draft structure of the plan.

## **2. RECOMMENDATIONS**

That Council Forum:

- i.      Agrees the six missions which the Council will focus on over the next four years
- ii.     Notes the draft structure of the corporate plan

## **3. BACKGROUND**

At Policy Council in December 2021, members agreed to refresh the corporate plan. This is a key document that sets out the Council's core priorities and ambitions over the next four years.

Following extensive engagement, including a residents' survey, officer and member engagement and bespoke sessions with the public, with partners and with young people, we have identified six missions which the Council will focus on over the next four years.

## **4. OUR SIX MISSIONS**

The missions reflect the fact that we are a pro-growth Council that considers prosperity a necessary condition of a successful, healthy and thriving borough. The aim is to continue to build a strong economy that works for everyone. The Council will work in partnership with investors, businesses and educational providers to continue



to lay the foundations to achieve that aim. We have the potential to be one of the most important economic centres in the North.

The missions also reflect the fact that the climate change crisis is one of the most fundamental challenges we all face. As the engagement has shown, it is also a clear priority for our residents. We are already delivering our climate change crisis plan and will continue to do so over the next four years.

The corporate missions reflect our young population, our clear aim that we want every child to achieve their full potential and to ensure that Blackburn with Darwen is a great place to grow up in.

Build healthier, happier and safer communities encompasses our work in making the borough cleaner and greener, fostering community pride, working with partners such as the police to make our communities safer, and safeguarding and protecting our borough's most vulnerable residents. Reducing health inequalities and improving health outcomes are key outcomes of this mission achieved by activity such as working closely with our NHS and community partners to integrate health and care services and interventions such as promoting self-care and independence, tackling social isolation and utilising our publicly owned leisure services to promote and support good health and wellbeing.

Tackling the budget challenge and continuing to be a forward thinking, innovative Council support the delivery of all our missions.

All these missions will be underpinned by key activity and progress will be measured against key outcomes.

We also recognise that we cannot achieve many of these missions alone, especially given the tough financial outlook for local authorities, so partnership working, which has always been one of this Council's strengths, will continue to be vital. However the Council is well placed to lead the borough, addressing the challenges that exist here while at the same time helping to unleash our true potential.

While the exact wording of the missions may be tweaked between this report and the final publication, they are:

- **A more prosperous borough so no-one is left behind**
- **A better present and a brighter future for our children and young people**
- **Deliver our climate change crisis plan**
- **Tackle the budget challenge**
- **Build healthier, happier and safer communities**
- **A forward thinking, innovative Council**

## **5. DRAFT STRUCTURE OF THE CORPORATE PLAN**

The corporate plan will be a short, sharp, high level document which is underpinned by a range of policies, strategies and plans including: the growth strategy, the local

plan, the medium term financial strategy, health and wellbeing strategy, our cultural strategy, our skills strategy, early help strategy, organisational development strategy and our climate change action plan.

The draft structure is:

1. Introduction by the leader and chief executive
2. Where we are now
3. Our missions
4. Our key outcomes
5. Proud to BwD (Our staff)
6. How we work/key partnerships
7. Measuring our performance
8. Promoting Blackburn with Darwen
9. Our key strategies, policy papers and evidence base

## **7. POLICY IMPLICATIONS**

There are no additional policy implications from this update report.

## **8. FINANCIAL IMPLICATIONS**

The Corporate Plan will set out the Council's corporate objectives for the next four years. Delivery of the Corporate Plan objectives will have to be considered in the context of the Council's Medium Term Financial Plan and ultimately the annual budget setting process.

It is inevitable that the Council will have to be innovative in its approach, optimising value for money from the use of its resources and working in partnership with a range of other organisations to achieve the outcomes that will be agreed in the Corporate Plan.

## **9. LEGAL IMPLICATIONS**

There are no direct legal implications arising from this report. However, the Corporate Plan provides the necessary framework and context upon which the council can direct its decision-making and significantly contributes to robust corporate governance arrangements.

The approval of the Corporate Plan and Council's objectives and priorities are a function of Full Council. Any legal issues arising from implementing the commitments in them will need to be reported and considered in accordance with relevant legislation and the Constitution.

## **10. RESOURCE IMPLICATIONS**

There are no additional resource implications. Activity will be managed within existing resources.

## **11. EQUALITY IMPLICATIONS**

An equality impact assessment is not required.

## **12. CONSULTATIONS**

Further engagement will continue throughout the next two months.

Chief Officer:	Denise Park, Chief Executive
Contact Officer:	Ben Greenwood
Date:	October 6 2022
Background Papers:	

## **Council Forum**

**6<sup>th</sup> October 2022**

### **Progress of the Overview and Scrutiny Committees.**

#### **Purpose of the Report**

To update the Council Forum on the progress of the Policy and Corporate Resources, Health and Social Care, Children and Education and Place Overview and Scrutiny Committees.

#### **Health and Social Care Overview and Scrutiny Committee, 1<sup>st</sup> September 2022.**

The first meeting of the Committee was held on 1<sup>st</sup> September. The meeting looked at two of the major issues facing the service are and how these would affect the services provided to residents by the National Health Service, Partners and the Council.

#### **Integrated Care Board.**

The Committee received an in depth briefing on the revised arrangements for Health services delivered in the Lancashire and South Cumbria area. The Integrated Care Board had been established and come in to effect on 1<sup>st</sup> July and were responsible for the commissioning and delivery of health services in the whole area. The Clinical Commissioning Groups had been abolished and revised structures implemented that work on local neighbourhood areas. The Committee were informed of the issues relating to the deprivation of the borough and how the new systems were intended to ensure that services were best provided where need was greatest. The Committee would be looking to see the positive outcomes of the creation of the Integrated Care Board and the changes that the new structures would seek to reduce health deprivation in the borough.

#### **Adult Social Care.**

The Committee looked at the work of the Adult and Social Care portfolio area the activity and performance and the changes in demand. The Committee looked at how the department managed demand and the structure of the department and pathways to care.

The Committee looked at how changes in legislation would affect the delivery of services and the strategic context for the reforms. The health and care act set out a 10 year vision for the reforms to provide individuals with choice and control, access to outstanding quality and personalised care and support. The Committee were informed of the charging reform and how this would affect service users and reform the way that the care market would be sustainable for the future. The impact of the reforms was outlined and how the service would need to adapt to meet the challenges. The Committee would continue to monitor the changes in Social Care and the implications for services users and providers to ensure that the challenges faced would be met.

The Committee were informed of the Care Quality Commission inspection provision that was contained in the Health and Care Act to be carried out in the near future and the assurance framework that would be used to assess performance of Key Stakeholders. Details were still to be finalised and would go live for the process to be fully activated in April 2023. Work had commenced on his area and the Committee were made aware of progress.

#### **Work programme for the Committee.**

Members discussed the work programme for the new Committee and how they could make a difference and add value to the work of the executive. The Committee were informed that the

People Overview and Scrutiny Committee had looked at the work of the executive member at their last meeting and had agreed to establish a task group to examine Leisure services and leisure centres with a particular focus on how we are seeking to improve use of facilities, how we are meeting the challenges of the competition and how the refresh scheme is working before the next meeting of the committee in December.

**Councillor Jacqueline Slater, Chair of the Health and Social Care Overview and Scrutiny Committee.**

Children and Young People Overview and Scrutiny Committee.

The first meeting of the Committee took place in September and looked at a number of key issues affecting the portfolio and services to children and education.

Youth Forum.

The Committee received an update from the youth MP, Deputy Youth MP and members of the Youth Forum. The Committee were informed about the work on the Young Inspectors project which aimed to involve young people in reviews of service provision that affected services to their peers. Training had taken place and a development framework was being drawn up. Work was ongoing with young people relating to poverty and the effects of this on Mental Health and Wellbeing and this was being discussed with Voice Forums. The forum were working on this year's takeover challenge with three key areas of focus-

- Adverse Childhood experiences
- Child Food Poverty
- Mental Health and Wellbeing.

The aim of the takeover challenge was to raise awareness and generate ideas which could be fed back directly to youth MPs. The Committee welcomed the progress and report of the youth MP and Forum.

Achieving Excellence Update.

The Committee received an update on the achieving excellence board and the progress to date. Members received and noted the terms of reference of the board and the time line for reporting and delivering on the key areas. The Post Inspection Action Plan setting out 10 areas of recommendations was also considered and the executive member addressed member's questions on the processes and how this would deliver improvement.

The Committee noted the terms of reference of the Achieving Excellence Board and the progress to date and agreed to receive regular reports on the progress on the post inspection plan and the 10 areas of recommendations.

Children's Safeguarding Assurance Partnership Annual Report.

The Committee received a presentation from Stephen Ashley, Independent Scrutineer, of the Safeguarding Assurance Partnership on their annual report for the year ending 2021. The partnership was a Pan Lancashire covering Lancashire, Blackpool and Blackburn with Darwen and the 12 districts that constitute the Lancashire footprint. The Partnership was made up of the key safeguarding partners together with relevant agencies who were required to keep children safe. The Committee were informed of the way the partnership worked and how reviews of practices were carried out on the death of a child. These reviews were shared and disseminated to seek to prevent harm. The Committee looked at how the partnership developed the workforce to assist in keeping children safe with briefings and training. The Independent scrutineer was satisfied that partners had structures and processes in place as

required by law and that they were working together effectively, work was undertaken by frontline staff and there was openness and transparency of the CSPA executive board which has enabled progress to be made. The Committee welcomed the Safeguarding Annual report and the findings.

#### Early Years Speech and Language.

The Committee were informed of the work that was ongoing on improving speech, Language and communication as part of the early year's strategy. The strategy highlighted the fact that the white paper on early years highlighted that high quality early years education, particularly early language skills can greatly improve a child's attainment throughout primary school. One of the authorities key focuses were on school readiness to give them the best start to their education. The borough wide initiative was to improve outcomes for all children in all settings with targeted support. The strategy would also focus on children who have English as an additional language. The Committee welcomed the development of the strategy for early year's speech and language and would wish to see how the strategy makes a positive influence on the outcomes for early year's development over time.

#### **Councillor Sylvia Liddle, Chair, Children and Young People Overview and Scrutiny Committee.**

#### Place Overview and Scrutiny Committee.

The Committee commenced their work programme by looking at the issue of Flooding and how the Council works to mitigate the risks to residents and businesses through their work.

The Committee were informed that the Council, as the Highways Authority, were responsible for the maintenance of 30,000 gullies and had a statutory duty to maintain these. The highways drainage was designed to drain a 1in 5year rainfall event however this was becoming more frequent. The Committee were informed that the Council was also responsible for 52 debris screens and how these were checked when an alert trigger was issued. The Committee were informed that over 21,000 residents and 2,159 homes were within the areas of flood risk with 12.58km of highways and 47.32 ha of agricultural land at risk.

The Committee were informed of the trigger mechanisms that the Council received that led to actions being taken to seek to minimise risk of flooding. This included checking on debris screens, looking at potential areas of flooding and drains in that area to ensure that they were functioning efficiently. The Council would also seek to give assistance to owners and partners where flooding occurred and assist with access properties where necessary.

The Committee looked at how the borough had been affected by flooding in recent years and how this had shaped delivery of services. Critical drains in flooding areas were identified and were maintained twice a year and inspected during weather warnings and heavy rain forecast. Following flood events the Council would investigate all reported flooding and carry out repair work to adopted drainage assets where required. Members looked at the way that work had been funded and how the Council accessed grants for this. The issue of the size of drains was discussed and how increasing the size of drains would be extremely expensive. Members were informed that whilst flooding occurred in a number of places this flooding receded in a very short period of time.

Members drew attention to areas where the felt that work needed to be carried out and how individual drains that were blocked and had not been cleared. The Director drew attention to the work carried out on critical drains and how critical drains were the ones that mattered in terms of flooding. The issues relating to access to drains such as parked cars was raised and

how by working with local members this may be improved. Members also drew attention to the level of service that was accessible and questioned whether this was enough to meet demand.

The Committee were informed that discussions were to take place with community tidy groups about the picking up of leaves that could affect drainage and water dispersal. It was hoped that this would assist in the issues in the borough.

#### Update on Household Recycling Centre and New Sites for Burials in the Borough.

The Committee were updated on the issues that they had identified as part of their work programme. The Executive Board at its meeting in September had agreed that the proposals for the new Household Recycling Centre had put on hold as the cost identified had escalated to exceed the budgetary provision due to the economic climate. Members were informed that the work on the new burial sites was progressing and tests were still being carried out on the water table and would be complete in the near future. Water table measurements had to take place for a full year to ensure that land identified was suitable and reports would be submitted to the Executive board when these were completed. The Place Overview and Scrutiny Committee would also be kept informed when possible.

#### **Councillor Brian Taylor, Chair of the Place Overview and Scrutiny Committee.**

#### Policy and Corporate Resources Overview and Scrutiny Committee

The Committee met on 21<sup>st</sup> September and looked at the progress of the Council Capital and Revenue Budget. The meeting had been re-arranged at short notice which had meant that the Executive Member had been unable to attend. The Director of Finance outlined the content of the reports that were presented to the Executive Board which detailed that

- a) The total cost of the Council's capital investment programme for 2022/23 has now increased from £35.691 million, as approved by Finance Council on 28<sup>th</sup> February 2022, to £52.400 million at 30<sup>th</sup> June 2022. The net variation of £16.709 million (detailed in Appendix 2) reflects;
  - An increase of £13.526 million in respect of variations to the programme following the finalisation of the outturn position for 2021/22,
  - budget increases of £0.827 million (of which £0.462 million is funded by transfers from existing capital scheme budgets) made to reflect the approval of schemes during the first quarter of the year,
  - further variations during the first quarter of the year, for which approval is requested (£2.818 million),
- b) As at 30<sup>th</sup> June 2022, the capital expenditure across the portfolios was £1.102 million (representing 2.10% of the current, revised projected capital spend).
- c) The estimated capital receipts expected in 2022/23 is £3.445 million; £0.985 million has been received in the first three months of the year.
  - In accordance with the Council's Financial Procedure Rules, all Portfolios are required to examine their revenue budget position on a monthly basis. Quarterly reports are submitted to the Executive Board for review and action as necessary along with a final report, detailing the financial outturn for the year.

The development of the budget is a key element of the Council's financial governance processes. The requirement for the Council to monitor its budget during the year is set out in s28 of the Local Government Act 2003 with s28(3) requiring the Council to take action, as it considers necessary, if there has been a deterioration in its financial position.

With regard to the revenue Budget position the Committee were informed that the Council agreed the General Fund Revenue Budget for 2022/23 which was subject to changes for a range of reasons as the financial year progresses. The Committee were provided with a detailed analysis of those budget adjustments that have occurred during the period to 30<sup>th</sup> June 2022. The impact of these adjustments on the Council's Budget for 2022/23 was summarised. Members discussed the position that the Council was in and the potential position at the conclusion of the financial year. Detailed questions relating to individual items in the budget would be responded to by the Director and the Committee would continue to monitor the progress throughout the year as a part of their work programme.

Work of the Overview and Scrutiny Committees.

The Committee reviewed the work of the three Overview and Scrutiny Committees and progress they had made on their work programmes. Task groups had been established by two of the Committees to progress their work and would be reported to the Committees in December.

**Tony Humphrys, Chair of the Policy and Corporate Resources Overview and Scrutiny Committee.**

Call-in Committee, 29<sup>th</sup> September 2022.

The Call-in Committee meets on 29<sup>th</sup> September to review a decision of the Executive Member for Growth and Development. The outcome of the Committee will be reported to the Council Forum Meeting.

**Kevin Connor, Chair of the Call-in Committee.**



## REPORT OF THE LEADER OF THE COUNCIL

COUNCILLOR PHIL RILEY

Date: 6.10.22

### Her Majesty Queen Elizabeth II

I begin on a sombre note regarding the passing of Her Majesty Queen Elizabeth II. It has been a particularly poignant few weeks for us all after the news of her death with the sadness shared across the borough and nation as a whole. The Queen was a guiding light and source of inspiration over her reign of 70 years and this has been a hugely important moment in the history of our country. After the announcement, Blackburn with Darwen came together to pay tribute, as well engage in events to mark the accession of the new monarch, King Charles III.

Our Council staff worked closely with many local partners including the Local Resilience Forums (LRF), Lancashire Constabulary, the Lord Lieutenant's office and Blackburn Cathedral to follow appropriate guidance, carry out civic arrangements and events, including floral tribute and flag protocols.

We suspended non-urgent council communications and social media messages, with website changes and new commemorative content for our digital screens until after the funeral to ensure we gave out relevant and respectful information. A letter of condolence was sent to the palace on behalf of the borough and books of condolence were also opened in our town halls for those wishing to pay personal tributes or leave memories. With the Queen's funeral declared a bank holiday there were some changes to services but the core work of the Council continued and essential services remained in operation.

I want to place on record my thanks to everyone for their efforts, I am proud of how the Council, partners and community have come together on our collective response. I hope the tributes brought comfort to those who were feeling the loss.

The new monarch, His Majesty King Charles III was officially proclaimed King during the meeting of the Accession Council on Saturday, September 10<sup>th</sup> and we held two Local Proclamations on Sunday, September 11<sup>th</sup> in Blackburn and in Darwen. We will be making plans to engage in local plans and activities leading up to his coronation.

### Cost of Living

As I have outlined in more detail later on in this report, our borough is on the up. Our reputation is that of a growing place – the increasing energy and spirit across our towns is evident. But at the same time, our country is facing a massive cost of living crisis and we are heading into a very challenging period locally. The next few months and beyond are going to be very tough, particularly for the most vulnerable members of society.

Our priority is supporting our residents and we continue to work with Voluntary Community and Faith Sector organisations on opportunities for action and continue to help facilitate the wide range of local and national help and areas of support available in the borough, around money and debt, homes and housing, fuel costs, food, gambling and work and employment to mitigate against the impacts of the crisis.

The Household Support Scheme, which has been further extended by the Government to run past September through until March 2023, is available for anyone eligible to apply for support with fuel costs, boiler servicing and repairs, food and other essentials to keep warm and fed. The Council and partners have worked quickly and closely to channel this funding to people who are eligible.

Blackburn with Darwen's Health and Wellbeing Board held a special meeting recently bringing together partners and voluntary organisations to look at what more can be done. A cross-Lancashire local authority working group has also been set up looking at what joint work can be done across the area.

We will continue to do all we can locally but the scale of this issue cannot be underestimated. As a Council we are digesting the details of the Government's recent announcements on financial support and its mini-budget but we know a significant intervention is needed at national level for all communities as well as businesses for whom huge energy price rises and a cut in discretionary spending could be disastrous, especially those in hospitality and leisure services.

What is clear to me though – and what the last few years of the pandemic have illustrated – is the huge amount of positive and caring people we have in Blackburn with Darwen. We will be challenged to show that 'covid spirit' again as a result of the cost of living crisis and I know we will all rise to the challenge.

We will continue to work hard through this to support our vulnerable residents while keeping the borough on its upward trajectory.

### **Events round-up**

#### *Darwen Tower completion*

We are continuing to tap into, and build on, everything that makes the borough a great and unique place to be and a recent example of that has come with the news the £300,000 restoration of Darwen Tower is now fully completed. Inside, the painstaking work to restore the Grade-II listed building includes improvements to the internal structure, staircase and the iconic dome at the top. The restoration works have been funded by Darwen Town Deal, Darwen Rotary and Blackburn with Darwen Council and have been undertaken by specialist contractors UK Restoration Services in close consultation with Heritage England. Once the Darwen Town Deal is given the go ahead by the government, £3m could be invested to improve and create new links and pathways from the town centre, up and across the moors, including to the Tower over the next four years.

#### *Britain in Bloom nomination*

I am delighted that Blackburn has been announced as a finalist in the national 'Britain in Bloom' award. RHS Judges were welcomed to a sun-soaked Blackburn in August by the Council's gardening team and partners including The BID, The Mall and the Cathedral. They were given a grand tour of Blackburn's blossoming displays alongside environmental improvements and community projects. During their visit the judges recognised the immense efforts being made here – with praise given to gardeners, town centre and partners. The town centre was put forward after it scooped top Gold Awards for the fifth year in a row at regional finals. It is an amazing achievement for our borough and especially immense given Blackburn town centre is one of only two places in the whole of northern England nominated in its category: "Business Improvement Districts, Town Centres and City Centres" alongside much bigger places like London and Cornwall. This shows that Blackburn

doesn't need to be named a city to act like one and, alongside everything exciting happening in Darwen, it's clear we are a community with a growing reputation.

#### *Covid Memorial Benches project*

Following a public consultation earlier this year, we're progressing plans for permanent memorials to the Covid pandemic across Blackburn with Darwen. Our Environment team is working with Darwen-based social enterprise, Nimtech, which is part of Crown Paints and provides employment opportunities for long term unemployed people in our local community. Nimtech are producing 17 benches made from recycled materials, one to be positioned in each ward in the borough, on Council-owned land. We're also drawing on existing relationships with the National Festival of Making team and linking to their 'Of Earth & Sky' poetry project. This invited residents to pen poetry about their thoughts and feelings during the pandemic, and short excerpts from 17 different poems will be inscribed onto the benches. This fits well with what residents said about our proposals for a permanent pandemic memorial: they wanted to see something functional positioned outdoors and within a modest budget. A launch event for the benches project is being planned for this autumn, with a focus on the benefits of the outdoors and connections with others to mental wellbeing and as a means to tackle loneliness.

#### *People's Jury on climate change*

Blackburn with Darwen Council declared a Climate Emergency in 2019 and set a goal of being carbon neutral by 2030. Despite the challenging set of circumstances facing our borough due to the cost of living crisis, this is still a crucial issue and one we're prioritising. To aid with that, a new People's Jury on the Climate Change Crisis is set to be held in the borough. More than 6,000 randomly-selected households across the borough have received letters inviting them to register to be part of the jury. It's being hosted by the Council and jury members will be asked to answer a question on what needs to be done in homes, business and the local area to help tackle the climate change crisis. The Jury will work over eight weeks to develop recommendations which will help shape future actions right across the borough. We certainly are a progressive place and our firm commitment to tackling the climate crisis and this project really exemplifies that.

#### **Business Growth**

Despite the ongoing impacts of the cost of living crisis and serious upcoming budget challenges meaning more difficult decisions will have to be made, we have a real determination to keep moving ahead with our ambitious plans for the borough. We have a lot to look forward to.

Recent footfall figures have shown an impressive upswing in visitor numbers to Blackburn town centre this year. At the time of reporting at the end of August, the total number of people making trips into central Blackburn stood at 1,510,179 for the year to date, which was 53.4% up on 2021's figures. Even with the ongoing effects of covid impacting figures for 2021 this is still an impressive achievement. This is especially so when compared against stats for the north and Yorkshire over the same period where only a 43.8% increase was noted. The total number of visitors to Blackburn in the month commencing 4 July 2022 was 189,585 alone – a testament to the fantastic programme of summer activities that were put together by the Council and its valued partners. It's clear there's a level of resilience in Blackburn that's not apparent in many other places.

Business confidence is strong and latest year-on-year growth figures have shown the borough outperforming regional and national comparator areas. We're truly making good on our pledge to grasp any and all opportunities to improve the prospects of our residents and communities.

A recent example has of that been seen in the opening of the first eatery as part of the £3.8m transformation of Blakey Moor. Sofra Turkish Cuisine promises to offer authentic and genuine Turkish dishes with four experienced chefs leading the culinary team. The owners have invested more than £350,000 in transforming the former Jubilee pub into an impressive, modern restaurant with a Turkish design influence. They're now looking to attract diners from across the North West with their quality offer with a view to expand across the region with more eateries.

Inevitably, not all new hospitality venues will be successful and the recent problems at East Z East, Blackburn are disappointing. The Growth team are now concentrating on finding a new tenant for this venue and we've already had some interest from a potential new entrant into town.

With more new openings planned soon though, Blackburn with Darwen is shaping up to have one of the best dining offers anywhere in the North West outside of the big cities.

The Mall is now under new and local ownership. Greater local control and investor commitment will generate a new impetus, and enable the Mall to secure new retailers and leisure uses. In the coming months, we can look forward to more positive announcements.

As part of its recent mini-budget, I noted the Government's intention to establish new Local Investment Zones in England, it says to drive growth, unlock new housing and remove planning regulations. We are seeking more clarity as to why Blackburn with Darwen was missed from the initial list of upper tier authorities the Government identified. At this stage we suspect this to be an administrative error and, to this end, we are working with both our local MPs to establish the Government's process and criteria.

Our strategic growth plans and priorities are shaping up well though. We successfully submitted our recent bids for over £200m in new public and private investment, as outlined in my last Council Forum report. This includes the two Levelling Up submissions, our final business cases in support of the Darwen Town Deal Investment Plan as well as our Shared Prosperity Investment Plan. In light of the Government's announcements regarding Local Investment Zones, I hope this new initiative is not at the expense of progressing our current major investment proposals which are awaiting a decision from Government.

I will provide further updates in the coming months on our strategic growth plans and priorities.

### **Equality, Diversity and Inclusion**

The Council will be taking part in the East Lancashire Hospitals Trust Festival of Inclusion in September. The Director of Public Health, Abdul Razaq, will be a keynote speaker at one of the online events and some staff will also be attending some of the online sessions and workshops. This demonstrates the continued partnership working that is taking place around Equality, Diversity and Inclusion (EDI) across the public sector and namely with our NHS colleagues. We are looking at our Council EDI work programme and reviewing our priorities to create a unified vision and shared understanding of EDI across the council, and to set up our efforts for success. We are also in the process of arranging EDI training for members and I encourage all colleagues to attend.

## REPORT OF THE EXECUTIVE MEMBER FOR GROWTH AND DEVELOPMENT

**COUNCILLOR QUESIR MAHMOOD**

**PORTFOLIO CO-ORDINATING**

**STRATEGIC DIRECTOR: MARTIN KELLY**

**DATE: 6<sup>th</sup> October 2022**

### **ALL PRIORITIES:**

#### **New Local Plan to 2037**

The ambitious new Local Plan for the Borough (2021-2037) proposes the creation of around 7,000 new homes and 5,000 net new jobs to 2037 through a number of committed and proposed new development sites. It also aims to help drive the Borough's Covid-19 recovery by supporting housing and employment growth, improvements to social and physical infrastructure, and helping to combat climate change in all future planning decisions. The Plan was formally submitted to the Secretary of State on Friday 5<sup>th</sup> August 2022 for independent examination.

The Planning Inspectorate has also now appointed two Planning Inspectors to conduct the Examination in Public (EiP) process. A Programme Officer has also been appointed to act as the first point of contact for all administrative matters regarding the EiP, and act as a liaison between representors and the inspectors. The appointed inspectors will now review all the Local Plan submission documents. Following a full review they are expected to raise a series of Matters, Issues and Questions (MIQs) with the Council. The Planning Inspectors have indicated that they expect to publish MIQs in late October/early November, and that public hearings will take place in early 2023. Any updates, and all documents relating to the EiP process will be published on the Council's Local Plan webpage at [www.blackburn.gov.uk/localplan](http://www.blackburn.gov.uk/localplan).

### **PLACE, PRIORITY 4: CONNECTED COMMUNITIES**

#### **Levelling Up Fund 2 – Blackburn Growth Axis Transport Package (South East)**

A bid for £20m has been submitted to round 2 of the Government's Levelling Up Fund to help bring forward improvements to Junction 5 of the M65, and to deliver a comprehensive, high-quality walking and cycling network in south east Blackburn. Together these significant transport interventions (totalling £30.8m) will help tackle congestion, address safety concerns and promote active travel between key origins and destinations (including links to the town centre). This will support the Council's Local Plan and Blackburn Growth Axis ambitions, help drive prosperity across East Lancashire, and reduce emissions and improve the health and wellbeing of residents in the area. The outcome of bids are scheduled to be announced in the autumn of 2022.

#### **Local Transport Plan – Annual Improvements Programme**

The 2022/23 Local Transport Plan was approved at March Executive Board and includes improvements to 4.9km of roads, 14 bridges / structures and various projects across traffic signals, drainage and street lighting assets.

Delivery of the programme is on track and to date schemes completed include:

- All carriageway resurfacing schemes were undertaken in August and September, delivering 4.9km of improvements to our network;

- Four bridges schemes, including Whalley New Road, Brownhill Railway Bridge, confined space inspections and Wainwright Way lighting scheme; and
- Two drainage schemes, Aqueduct Road, Blackburn and Jack's Key Drive, Darwen

## **Cycling and Walking**

Established in January 2022 Active Travel England (ATE) is Government's new cycling and walking body. They were set up to improve cycling and walking infrastructure across the country and are responsible for managing budgets and awarding funding for projects relating to active travel.

In August 2022 the Council was invited to undertake an assessment which determined our Capability and Ambition funding for 2022/23. We were assessed at Level 1 and will receive £55K to deliver capability building and behavioural change initiatives across the Borough and this will allow us to continue the work we have undertaken.

## **Enhanced Bus Partnership and Bus Service Improvement Plan**

The Executive Board in June approved the Council entering into an Enhanced Partnership with our bus operators. This ensures that we are compliant with Government's Bus Back Better, a National Bus Strategy (NBS). Two requirements of the strategy are for the Council and its operators and to enter into a statutory 'Enhanced Partnership' to continue to receive funding; and deliver the improvements included within the published Bus Service Improvement Plan (BSIP).

The Council was successful in attaining funding for our BSIP (which was a joint submission with Lancashire County Council). Only a minority Local Transport Authorities were successful. Funding of £3.722M has now been confirmed for the next 3 years, comprising revenue funding of £1.155M, to deliver service support and to develop a multi-operator ticketing scheme, and £2.567M capital, for infrastructure improvement.

## **PLACE, PRIORITY 5: SAFE & CLEAN ENVIRONMENT**

### **Climate Emergency Action Plan**

Work continues on the delivery of a number of actions set out in the Council's latest Climate Emergency Action Plan (CEAP), including: proposals for tree planting in the 2022/23 season; roll-out of Council-wide staff training; and establishment of a People's Jury. The People's Jury is a representative group of 32 residents of the Borough who have been recruited to identify proposals and recommendations on what the Council, Government, residents, businesses and others should be doing to help tackle the Climate Emergency locally. The outcomes of this process will help to steer the Council and other stakeholder to the priorities for 2023 and beyond and reflected in future CEAP updates. The Jury will meet across eight sessions starting at the end of September, weekly until early December. The process is being managed independently by Shared Futures CIC.

### **Safer Roads Operational Group and Strategy**

Following approval of the Safer Roads Strategy we continue to work collaboratively to deliver upon our action plan, focusing on Engagement, Education, Enforcement and

Engineering. The primary aim of our strategy is to reduce casualties on the Borough's roads with secondary aims to:

- Make people feel safer on BwD roads, including when walking and cycling;
- Reduce car use and increase in walking and cycling; and
- Take action to improve air quality.

In addition the Council works in partnership with strategic partners across the sub-region as part of the Lancashire Roads Safety Partnership. This Partnership is in a transitional period with the strategy and terms of reference being reviewed. The Partnership has a key role in enforcement, education and engaging over road safety and having our own strategy linked to the aims of this Partnership will be beneficial.

## **PLACE, PRIORITY 6: STRONG, GROWING ECONOMY TO ENABLE SOCIAL MOBILITY**

### **Housing Developments**

Further to the Council's agreed Growth Programme, the following major housing projects involving Council land are continuing to progress:

- Haslingden Road Housing Site – Keepmoat Homes have secured planning permission to develop 300 new homes to include 160 family homes for sale and up to 50 keyworker affordable homes in the first phase. Legal agreements are being finalised and Keepmoat plan to be on site later this year.
- Whalley Old Road Housing Site - Vistry Partnerships confirmed as Preferred Bidder for the site to deliver 165 high quality family homes. A detailed planning application has been submitted for consideration and Vistry intend to bring their flagship 'Bovis Homes' brand to the site. Blackburn will be the first site to offer Bovis Homes across Lancashire/Pennine Lancashire
- Holden Fold Housing Site – Tenders for the residential development site in Darwen (former Moorland School site and adjoining land), which is part Council-owned, were sent out in April and attracted 9 bidders. Bids are currently at second stage and being assessed to gauge the best housing mix and quality, scheme layout and land offer for the site. A preferred bidder is planned to be recommended to the Executive Board over the coming months.

Progress on selected other developments on Council land:

- Persimmon Homes are established on the Roe Lee site and continue to build and sell new homes.
- McDermott Homes continue with a successful build programme at Lomond Gardens, where the first residents have started to move in.
- Countryside Homes and Together Housing are making good progress at their development of 390 new homes of mixed tenure on two sites on Fishmoor Drive and one site on Roman Road. Countryside are planning an event to mark handover of first phase of homes on Roman Road in October.
- Elan Homes, Milking Lane, Lower Darwen – which the Council owns as part of the Barnfield Blackburn Ltd Joint Venture – have secured planning permission and are soon to start on site.

- McDermott Homes at Ellison Fold Way, Darwen, are making good progress at their development which will deliver a combined total of around 340 new family dwellings which including 70 affordable houses plus contributions towards more school places, roads and improving the Blacksnape Play Area. Part of the site was Council-owned.

## **Employment Developments**

Further to the Council's agreed Growth Programme, the following major commercial projects involving Council land are continuing to progress:

- Barnfield Construction has started site clearance at Dock St / Eden St, where new employment units are to be provided.
- At Carl Fogarty Way, construction of new commercial units is expected to commence this Autumn at Plot 1, and the revised planning application for further units at Plot 4 will be determined at the September Planning and Highways Committee. A commercial development at Plot 6 is also being assessed in planning, and is expected to commence in 2023. Informal Tender bids have been received for the disposal of Plot 3, with the preferred bidder to be selected at a future Executive Board meeting.
- Development of new industrial / commercial units at Millbank Business Park in Lower Darwen, which is owned by the Council's Joint Venture Company with Barnfield Construction, is well under-way.

## **PLACE, PRIORITY 7: SUPPORTING OUR TOWN CENTRES AND BUSINESSES**

### **Townscape Heritage Project - Blakey Moor/Northgate/Lord Street West**

Major construction at Blakey Moor Terrace is progressing well with the majority of the unstable structure now dismantled. Repair and reconstruction will take place over the next 12 months and we are working closely with the contractor to ensure disruption to surround roads and businesses is minimised.

Phase II internal refurbishment of 35 Northgate (former Ribblesdale Hotel) is complete. Shsh Bar hope to be ready to open in early October.

Two further shop front restoration schemes for 34 (Baileys Jewellers) and 36-40 (Wellcome pound shop) Northgate are now onsite for approximately 12 weeks.

### **Morrisons Relocation**

Maple Grove Blackburn (Joint Venture Partnership between the Council and Maple Grove) has agreed heads of terms with Morrisons for purchase of the former Thwaites brewery site for the construction of a new store. The contract is being prepared and design progressed with a planning application scheduled to be submitted in late 2022.

### **St Johns Refurbishment Project**

A full design team including OMI Architects have been appointed to prepare the design for the refurbishment of the former St John's Church. Design proposals for an innovation hub are progressing with the aim to provide a range of flexible work



spaces to support individuals and help businesses to thrive in Blackburn. A planning application for the refurbishment project is scheduled to be submitted in late 2022.

### **Levelling Up Fund 2 - Blackburn Business Innovation District (Phase One)**

A £20m Levelling Up Fund (LUF) submission has been submitted to support the first phase development of a new Business Innovation District (BID) in Blackburn. LUF funding, if approved, will unlock the first phase of the town centre masterplan with a new £60m skills and education campus of national significance. This scheme is part of a £250m investment framework for the town centre – the largest town centre development of its kind in the North West. The BID is essential to the ambitious plan by delivering 1,200 new jobs, 400 new homes and £1bn of new economic activity over the next decade, outcomes critical to levelling-up the Borough. The outcome of bids are scheduled to be announced in the autumn of 2022.

## REPORT OF THE EXECUTIVE MEMBER FOR CHILDREN, YOUNG PEOPLE AND EDUCATION

**COUNCILLOR JULIE GUNN**

**PORTFOLIO CO-ORDINATING  
CHIEF OFFICERS: Strategic Director  
of Children's & Education (DCS)  
Thursday, 6 October 2022**

### **PEOPLE: A good quality of life for all our residents;**

#### **Help and Protection**

The summer months have seen steady numbers of referrals coming into CADS. It is positive that there are parents and carers reaching out for advice, help and support. Our data tells us that parents are the third highest contact source for CADS. Our Early Help offer continues to grow with higher number of CAFS being offered within Primary Schools.

Positively our Front Door CADS service is fully staffed to meet the level of demand. We continue to review our weekly data to ensure the quality and timeliness of service delivery.

We held our Social Work recruitment event in July which was a success. We are attracting newly qualified Social Workers into the service. We are however faced with the challenge of experienced Social Workers leaving the service to take up higher paid agency jobs. This issue is not isolated to Blackburn with Darwen and is a national issue and we have a rolling recruitment process in place. We have attracted applications from external experienced Team Manager and Service Lead level, which is positive. We are working closely with Human Resources colleagues to understand the factors relating to those leaving the Local Authority and also those you are staying with Blackburn with Darwen (BwD).

#### **Cared for Children**

The same number of children are being placed within our care as pre-pandemic which reflects the national picture. Also in line with the national trend is an increase in the number of sibling groups being placed.

Whilst there is an increase we need to be mindful of the impact of this on Social Work caseloads and their capacity to complete direct work with children and their families. We are completing focused pieces of work with our new Children in Our Care Team Managers to look at discharge of Care Orders at Home. We need to assure ourselves that children and young people are subject to the right plan and not subject to statutory interventions unnecessarily and support Social Work caseloads. It is worth noting that positively there have not been any care orders at home made in the past 12 months, with the Senior Manager oversight if there is a suggestion.

The focus on children and young people in out of borough homes continues to promote the right plan for children and young people to remain near their home. This not only supports them to remain better contact with their families, social workers, education and familiar health care provision but we are also in a position to work towards care plans of fostering and a return home when safe to do so.

## **Young Peoples Services (YPS), Engage and Youth Justice Service (YJS)**

In collaboration with the local neighbourhood Police Teams, Community Safety, Blackburn Rovers Community Trust and colleagues from education, the YJS are supporting the production of an informative and interactive programme to be delivered in schools, entitled 'In Your Corner'. The programme content will be varied to deliver key messages in relation to the dangers and consequences of sexting, social media, bullying, knife crime, drug and alcohol awareness and information relating to services children and young people can access for additional support. The programme is being designed in such a way that schools can request for the programme to be delivered, which will initially be co-delivered with the school for them to be able to subsequently deliver it independently of the professional services listed, thus reaching a broader audience.

'Zoe Lodrick specialist trauma training' for those working with children who have experienced or are at risk of exploitation and/or sexual harm took place in July 2022 hosted by Engage. Around 100 multi-agency participants attended and feedback has been positive.

A multi-agency learning meeting including professionals from Engage, Children's Social Care, Police, Parents Against Child Exploitation (PACE) and YJS has taken place centring on a specific case study to inform our responses and processes to supporting children who are victims of Child Criminal Exploitation (CCE) who may become involved in the criminal justice system.

### **Education and Vulnerable Learners**

This summer saw the first set of data collections since 2019 due to the cancellation of the 2020 and 2021 assessments during the Covid-19 pandemic.

The Education team is working on datasets and want to ensure the 2021/22 data is used appropriately. Caution is advised when comparing to national and local authority or to results of previous years.

As schools and setting return September 2022, OFSTED has announced, the transitional arrangements have now been removed from the updated handbooks. In their place, a new grade descriptor has been added to the quality of education judgement, acknowledging that settings are no longer facing emergency measures and are taking longer-term approaches to return pupils and learners to the curriculum they always intended.

Area wide improvement focus - Improving Speech, Language and Communication  
(Early Years Strategy)

- The schools White Paper states: We know that high-quality early education, particularly early language skills, can greatly improve a child's attainment throughout primary school. We also know that almost half of the gap between disadvantaged children and their peers at key stage 4 has emerged by age five.
- In BWD schools and settings have focused on making improvements in developing young children's communication and language skills.
- BWD school readiness data shows this is the biggest challenge our children face when starting school and the key area to develop in all settings in order give them the best start to their education.

### The strategy

- A Borough wide initiative to improve outcomes for all children in all settings – Private, Voluntary & Independent (PVI's), Nurseries and Early Years settings.

### Based on 2 Phases:

#### Phase 1 – Audit Tool

#### Phase 2 – Targeted Support

- A full system lead approach to addressing early Speech, Language & Communication (SPLC) - the difference between lack of experiences / learning / development and/or SEND needs.
- Increased focus on 'school readiness' and children having the necessary experiences and learning opportunities to achieve a Good Level of Development measure by the end of Early Years Foundation Stage (EYFS), (National aim of 90%+)
- Already secured full support of School Improvement Board and EYFS leaders groups.
- Underpinned by our transition work this year and provided learning that we will take into next year.

### Participation

#### **Children in Our Care Voice**

- To maximise opportunities - Voice forums have taken place throughout the day during summer - focusing on activities such as water sports, bowling, Anderton Centre outdoor education day trips and a visit to the zoo. Numbers of participants had dropped prior to summer but the summer programme and promotion via the Foster Carer Association (FCA), the Children in Our Care (CIOC) fun day and across Children's Services will boost attendances in the autumn term.
- Six members of the leaving care forum participated in a residential at Kentmere over the summer, alongside members of the youth forum and the Kids Next Door (Autism Spectrum Disorder) group. The residential was a reward residential for all the young people's commitment and input into consultation/scrutiny activity over the previous months
- The CIOC fun day was led and organised by The Leaving Care forum on Saturday 20<sup>th</sup> August from 11am – 3pm. Over 100 young people and their families attended alongside BwDBC CEO Denise Park, Cllr Julie Gunn, The Mayor (Cllr Suleman Khonat) and a range of professionals and councillors.
- Five leaving care young people completed Total Respect Training (2 day training programme) alongside adults/professionals from Youth Justice Service, Leaving Care Team, YPS and the FCA as well as Cllr Julie Gunn.

Total Respect is a national training resource delivered by Care experienced trainers. It supports the full implementation of the UN Convention on the Rights of the Child.

The five young people, with support from the adult professionals, are tasked with delivering awareness training for staff from across the council regarding the experience of being in care.

#### **Universal Participation**

- Youth MP Muhammed Bapu attended the Member of Youth Parliament (MYP) Annual conference in Hull. He presented two motions that made the manifesto campaign which are Child Food Poverty and Mental Health. This was a fantastic achievement for both himself and the children and young people he represents. These issues will be part of the UK Youth Parliament key campaigns over the next 2 years.
- A recruitment and training day was completed on 22nd August by twelve young people from across the borough's Strategic Youth Alliance (SYA) youth organisations – significantly increasing the number of trained young people available for future Inspections.
- The Young Inspectors project has completed its pilot with BwDBC Targeted Youth Support Service (part of YPS) and a report has been produced. The young people have completed a post pilot evaluation review and will test the programme further with another pilot within Adolescent Services in September 22.
- Youth MP – Muhammed Bapu has been selected by the Youth Parliament steering group member for the North West to be one of two MYP's from the region to represent the North West Department for Digital Culture Media Sport (DCMS) focus group consultation, discussing a possible merger between the UK Youth Parliament and the Youth Policy Development group hosted by DCMS. The proposed merger will allow for more resources and opportunities for MYP to collaborate directly with government ministers.
- The BwD Youth Forum will be hosting the annual Take Over Challenge in November and this year's theme, selected by young people, is Child Poverty. The young people have invited three guest speakers to facilitate workshops on Mental Health, Food Poverty and Adverse Childhood Experiences (ACE's). The event will be led by the Youth Forum, with support from Young Peoples Services. All secondary schools and colleges have been invited to attend.
- Five young people from the Youth Forum will be attending the North West Net Zero event at Salford University in October and will be challenging senior decision makers with solutions!

### **SEND Inclusion Participation**

- The Council for Disabled Children are attending Kaleidoscope Youth Centre in November to consult with service users regarding the government's new SEND White Paper.

### **Blackburn with Darwen Summer 2022 - Holiday and Food (HAF) Programme**

Backed by a nationwide investment of around £200 million, the HAF programme ran across all local authority areas during the Summer school holidays, as well as Easter. The local programme, which was launched in April, is targeted at those who are eligible for benefits-related free school meals.

This summer over 3,000 children and young people in Blackburn with Darwen have benefited from a bonanza of free summer activities. We reached 84% of free school meal families and 245 were SEND. In addition the children centres delivered a range of

creative and fun play session. In total 517 families attended activities, of those families, 32 were referred for additional support for toileting and speech and language.

A total of 15 partners including charities and community groups delivered the programme in Blackburn with Darwen:

- Children's centre network
- YPS
- Seeds
- Adolescent Support Unit
- Blackburn Youth Zone
- IMO Charity,
- Youth Action
- Newground
- FACE
- Sportscool
- Blackburn Rovers Community Trust
- One Voice Blackburn
- Junction 4 Skatepark
- The Billy Project (Community Interest company (CIC))
- Rainbow Youth

The provision included free nutritional meals being distributed across the borough:

- Delivery Partners - 41,000
- Children centres - 14,352 (this included a hot meal or grab bag packed lunch)
- YPS - 375
- Children with disabilities - 182

The holiday clubs involved helping young people get involved with new and enriching activities from sport to music, dance, drama, art, cooking and gardening. With the glorious weather many local partners chose to include outdoor activities. IMO Charity's activities included outdoor science experiments as well as a special, 'I'm a scientist, get me out of here' project.

Blackburn Youth Zone's 'Slip and Slide' water activity was a hit with young people. Youth Action's provision included an army assault course as well as self-defence and martial arts sessions.

The Council's Young People's services visited the Space Centre in Preston and went orienteering in Witton Park. Blackburn Rover's Community Trust had a series of dance, drama and sports activities throughout the summer holidays.

Parents have praised the range of services provided by the HAF programme this summer.

*"My son has really enjoyed the summer holiday club," said Summayah. "Every single day was a different day with lots of exciting activities and he was always excited to go next day. The holiday club provided fruit, healthy snacks, sandwiches and hot meals throughout the week. The staff provided a safe and welcoming service for our family."*

*"The holiday club helped my son by improving his willingness to get involved with activity"*

*"I had some family issues and just recently moved to Blackburn, and everything was new for me, he attends the school the group was held at which helped him feel comfortable. It was a wonderful club"*

*"Many thanks for all your staff who got good and strong customer service skills, you are providing good skills for our children"*

Social media content from providers based on feedback so far has been excellent, the SEND only clubs have been highly praised too for their mixture of activity, such as a petting zoo activity / Inflatables / sensory sessions etc.

Part of our delivery it to ensure that all the activity is quality assured during the holidays. Spring North lead this and we were joined by a Department for Education (DfE) representative, who visited 5 clubs with Spring North. The DfE reported *'It was really clear that you have developed a strong HAF programme at the centres that we visited in BwD. I was really impressed by the variety of activities on offer, the passion of the staff and the overarching happiness of the children in attendance. It was also great to hear that provision was on offer for older children too'*

Surveys for exact delivery from partners and experience level from families have been sent out.

### **The Seeds HAF Project**

**Summer 2022** – a 4 week Outdoor Activity Programme at the Anderton Centre, Chorley with 120 meals provided as part of the programme. Young people were collected in the morning and lunch provided at the Anderton Centre before taking part in a range of outdoor activities (canoeing, sailing, paddle boarding, crate stacking, bush craft, archery, tree climbing, leap of faith).

Air fryers and slow cookers were also provided to 27 families along with groceries to provide 300 meals. Advice regarding menu planning and recipes offered to families.

### **Sample of Feedback**

"The slow cooker was absolutely amazing and a wonderful thing to receive on its own. To receive the bag of food as well is overwhelming. I can't believe how much food there was."

A young person was collected from home for his session at the Anderton Centre, with lunch provided before an afternoon of outdoor activities. When collected for his session the young person had spent the previous night in a police cell due to conflict at home. The following day, the young person's mother stated - "He had a great night last night after he had been with you. Thank you. Whatever you did with him it was great...he's been talking about it all night".

Young person in foster care who initially did not want to attend the outdoor activity programme: "...at first I didn't want to come cos I'd rather be with my mates but now I'm like, do one, I'm going to water sports....."

## **REPORT OF THE EXECUTIVE MEMBER FOR ENVIRONMENTAL SERVICES**

**COUNCILLOR JIM SMITH**

**PORTFOLIO CO-ORDINATING  
DIRECTOR: MARTIN EDEN  
DATE: 6 OCTOBER 2022**

### **Waste and Recycling**

The Government is yet to provide details on the future of recycling and waste management, following the introduction of the Environment Act 2021. It is anticipated there will be additional burdens on Councils regarding the quality and separation of recyclable items, that may require significant changes to the collection of waste and recycling. However, the Government has to date not provided any specific details, despite some changes stated to be introduced from 2024. The lack of specific details will affect Councils with regards existing contracts for treatment and disposal of wastes, which where possible, would need to be renegotiated, and the procurement of specialist vehicles and their extended lead time for delivery.

### **Green waste collection subscription 2023**

Households will receive a leaflet late November/early December to advise residents that they can subscribe to the 2023 green waste collection service from December 2022 and to also remind households of the items that can be recycled during the festive period, plus reducing food waste can help reduce household spending.

### **Play areas**

The Council has committed to a number of play area improvements, namely at Blacksnape Darwen, Wolseley St Blackburn, Guide Play area Blackburn and also St Barnabas St play area. The works are planned for completion within the next 4 months.

### **Waste enforcement**

36 residents have been ordered to pay a combined total of £23,832 in court fines and charges, due to unacceptable waste offences in Blackburn with Darwen. Action was taken by our Environmental Crime Team, assisted by the fly-tipping crew, who together gathered evidence and brought successful cases against residents for offences that include thoughtless fly-tipping and allowing unsightly waste to pile up in gardens. In some cases, residents had failed to employ a licensed waste carrier to remove of their waste and were therefore liable for the fine.



## **Noise Prosecution**

The Public Protection Service has seen an increase in noise complaints relating to dog barking since the pandemic, but always tries to resolve them without having to resort to formal action.

However, when dog owners won't listen to advice they can expect to face prosecution. On 1<sup>st</sup> September 22, the owner of a car dealership on Whalley New Road, Blackburn, who allowed his guard dog to keep neighbours awake due to its barking, was convicted at Burnley Magistrates Court of breaching an abatement notice. The defendant failed to attend, so in his absence was fined £5000, ordered to pay Council costs of £3000 and a victim surcharge of £500, a total penalty of £8500. The Council applied for a Criminal Behaviour Order to prevent dogs being kept on the site, and a hearing for this was set for 4<sup>th</sup> October 22.

## **PARKING SERVICES**

### **Old Bank Lane Car Park**

Old Bank Lane car park will be leased out in its entirety to East Lancs. NHS Trust, who will use this as a staff car park, which will free up more spaces on the visitor car parks which should allow easier access for visitors and patients to Blackburn Royal and ease traffic congestion on the highway. The lease will be for one year with a rolling 6 month break clause thereafter.

## **REPORT OF THE EXECUTIVE MEMBER FOR PUBLIC HEALTH**

**COUNCILLOR DAMIAN TALBOT**

**PORTFOLIO CO-ORDINATING**

**DIRECTOR: ABDUL RAZAQ**

**DATE: 6<sup>th</sup> October 2022**

### **Health and Wellbeing Board**

The Health and Wellbeing Board met on 6<sup>th</sup> September and received items relating to the Public Health Annual Report, Pharmaceutical Needs Assessment, Joint Health and Wellbeing Strategy, Cost of Living Crisis and Lancashire and South Cumbria Health Equity Commission. Kevin Lavery, Chief Executive of the Lancashire and South Cumbria Integrated Care Board (ICB) joined the meeting to discuss the progress and priorities of the ICB with members of the Board.

### **Public Health Annual Report**

The Public Health Annual Report 2022 was published at the Health and Wellbeing Board on 6<sup>th</sup> September 2022. The theme of this year's report is 'Resilience and Growth - Emerging from COVID-19 as a thriving Blackburn with Darwen'.

The Director of Public Health annual report is a statutory requirement and also essential in setting out key health challenges in each area and detailing how each local authority and their partners are working to improve health and wellbeing and reduce health inequalities in their communities. The report should be publicly accessible.

This year's report sets out a past, present and future health and wellbeing outlook, guiding the reader through the challenges of the last two years of the COVID-19 pandemic and its impacts, the current cost of living crisis situation and the ambitious plans for inclusive economic growth in the borough.

The report as well as being an independent assessment by the local Director of Public Health is also a historical document that, once read from the future, articulates the important issues of the day and provides recommendations on how these can be addressed for improved outcomes.

A copy of the report is available at the BeWell Blackburn with Darwen website – <https://bewellbwd.com/a-z-services/annual-reports/>

### **Blackburn with Darwen MOVE Festival**

The re:refresh wellbeing teams within Neighbourhoods, Wellbeing and Prevention organised a large scale physical activity festival on 21<sup>st</sup> August 2022 at Witton Park. The emphasis was on showing how physical activity can create social connections as well as having a huge impact on mental and physical health and wellbeing. The fun, free celebration of physical activity was delivered through a collaboration of organisations and providers across Blackburn with Darwen and was a huge success. With over 20 diverse partner organisations alongside re:refresh team all coming together to highlight the great spaces and amazing work they are doing for our communities across the borough. It provided an opportunity for people to 'have a go', find out what's already on offer locally with an effort on providing something for everyone.

Over 1000 people attended the event with 200 families completing the dinosaur trail walk, 30 Health Checks completed, 500 contacts with Blackburn Youth Zone, 70 referrals to the More Positive Together employability coaching programme, over 500 people accessing local cycling project providers, 100's taking information on Parkrun and 100's of toothbrushes handed out to families – just to name a few. There was notable positive feedback on the inclusive Early Years sessions where re:fresh staff used Makaton signing and also sessions delivered by Dance Syndrome, an inclusive dance charity based in Lancashire with a special focus on including everyone, regardless of ability.

The Active BwD network, a broad range of providers and partners from across the borough, provides a platform for sharing resource and learning and will remain central to co-creating and delivering future events.

## **Community Safety**

The Government published on 3 September 2022 their new 'Cross-Government Strategy to End Rough Sleeping' which recognises the vital role Local Government plays in delivering the services that both prevent individuals sleeping rough and support away from the streets those that do. BwD has applied for two funding streams to continue the outreach and support work in the borough under this strategy, we expect the outcome of imminently.

The multi partner "BrightSparx" campaign is underway as we look to mitigate the risk of Anti-Social Behaviour during Bonfire Night with our partners in the Police and Fire Service. Council wide departments are engaged in the planning, which includes prevention work with schools and young people as well as land owners and communities, with significant fire and police resources being allocated on the night itself. While the majority enjoy Bonfire Night in a safe and sensible way, a minority have put themselves and others at risk on previous occasions and will be the focus of enforcement activity before, during and after the 5<sup>th</sup> November.

Blackburn with Darwen are co-ordinating a Lancashire wide Conference on Changing Futures in September as we look to solidify the progress made in improving the lives of the most marginalised people. The programme is attracting national interest given the progress made to date, with delegates from all over the county in attendance at the conference alongside national guests. The conference is being filmed with a recording available for those that are unable to attend.

## **Covid Responsiveness**

It has been positive to see the case rate declining in the borough over the summer period. That being said, we are still here and will be supporting our high risk settings and communities as we move into the winter period to ensure we can respond and support if we see a rise in case rates.

Over the summer the team have undertaken proactive work to encourage wider infection prevention control (IPC) measures as this will also help support the reduction in the spread of other infectious illness such as flu. There have been 24 workshops delivered in the community, in main to young people at the summer Holiday Activity and Food provisions on Hand Hygiene and general IPC awareness, which has received excellent feedback. These workshops will be extended to Adult Social Care and wider community partners throughout the autumn.

Our key focus through the autumn and winter is supporting our NHS colleagues with the roll out of the Autumn Booster campaign. We are keen to ensure that those who are eligible can get easy access to the vaccine. With this in mind we have worked collaboratively with the NHS to set up a pop-up vaccine clinic in the Bus Station which will open on Monday 12<sup>th</sup> September. This is alongside GP Surgeries and Pharmacies who will also be offering the vaccine. A full communications plan is being developed and rolled out so that our residents know where they can go to be vaccinated. In addition to this, the team are also working with the Health Inequalities Steering Group to ensure that we provide a targeted and hyper local offer to certain groups and localities, where uptake is lower. This programme will also commence from October onwards.

Following the Covid-19 response de-brief session with chief officers we have now received a draft report which is being reviewed so that the recommendations can be addressed. This exercise will enable the Council to be better prepared for future events of this kind. We have also held a further session with partners we worked closely with throughout our response, the report for this is due imminently. In addition, elected members have been contacted to provide their feedback, which will also form part of any future recommendations.

The Covid-19 Public Inquiry has now been formally established and will examine, consider and report on preparations and response to the pandemic. Many sectors including local government will be asked to contribute to the Inquiry and we look forward to supporting this important piece of work. The team will be attending an LGA workshop in the coming weeks to understand more around the requirements of local authorities so we can ensure we respond and support appropriately.

## **REPORT OF THE EXECUTIVE MEMBER FOR HEALTH & ADULT SOCIAL CARE COUNCILLOR MUSTAFA DESAI**

**PORTFOLIO CO-ORDINATING DIRECTORS:  
MARK WARREN (ADULTS SOCIAL CARE AND HEALTH)  
DATE: Thursday 6<sup>th</sup> October 2022**

### **PEOPLE: A good quality of life for all our residents;**

#### **Adult Social Care**

The Adult Social Care department continues to prepare for substantial changes to the legislation and delivery of adult social care, including: the CQC Inspection of Adult Services; Liberty Protection Safeguards (LPS) and the Market Sustainability and Fair Cost of Care reforms. To date, these significant changes have required continual consideration of our workforce, policy, and commissioning arrangements. Internally, work to prepare for these reforms includes the identification and recruitment of a project team, exploring and commissioning digital solutions and benchmarking our current offer. The department continues to seek innovative and efficient ways of implementing these changes, through submissions at regional/national forums and consultations.

Following the formal establishment of the Lancashire and South Integrated Care System (ICS) and the Integrated Care Board (ICB), Blackburn with Darwen has been confirmed as a Place Based Partnership. Claire Richardson has been appointed as the Director of Health and Care Integration for Blackburn with Darwen, with responsibility for bringing together organisations and groups that provide services, to better support the health and wellbeing of our residents. This appointment will consolidate the ongoing work within Integrated Neighbourhood Teams across the borough to promote best outcomes for our residents. Claire will start in role in the late autumn.

The draft Primary Care Neighbourhood (PCN) workplan was shared during a successful face to face development session with all system partners, including elected members. Each PCN has since initiated planning workshops to outline health and care priorities around mental health, obesity, learning disability, oral health and cancer needs within the Borough.

Operationally, Adult Social Care continues to see a high level of demand in terms of referrals into service and increased complexity. Our interventions include Social Care assessments, statutory safeguarding investigations, applications to the Court of Protection and the management of Corporate Appointeeships. A strength based approach to demand management strategies ensures that we continually meet our statutory responsibilities and promote access to VCFS and social prescribing opportunities.

#### **Strategic Commissioning, Finance and Performance**

Our Quality and Engagement Team have been visiting our Residential and Nursing care settings. They have been undertaking courtesy visits with all of our commissioned providers to check in with them as they recover from the impact of the Covid pandemic. We recognise the challenges faced by Residential and Nursing providers and are offering support and advice around a whole range of issues, including infection prevention control, staffing, energy costs and insurance. We have been refreshing our Quality Assurance Scheme

which sets out the high standards of care we expect from providers and how the Quality and Engagement Team will ensure those standards are being reached. The team will also be keen to highlight, share and celebrate good practice via regular communication and a series of Provider Engagement Forums.

The Council's Fair Cost for Care (FCoC) exercise is well underway and nearing completion. Levels of participation from Providers across the borough is on a par with other regional Local Authorities and the results are currently being reviewed and analysed to assess the impact on sustainable rates going forwards. This, alongside the Market Sustainability Plan will outline how the Local Authority plans to support the care market over the coming years as we ensure sufficient and high quality provision of care for our residents.

### **National Careers Service**

The Adult Learning and Employment Support team have been successful in securing a further two year contract for the provision of the National Careers Service Community Based Provision across Blackburn with Darwen. The new contract will take effect 1st October 2022 with a value of £226,844 each year and safeguards existing provision.

The National Careers Service provides impartial information, advice and guidance to help people make decisions on learning, training and work. This funding ensures people and communities across the borough continue to receive this important support to improve their work prospects and wellbeing. The National Careers Service will work with over 2500 people each year, ensuring job or learning outcomes will be achieved by at least 45% of those who engage.

The contracting authority is the Secretary of State for Education, acting through the Education and Skills Funding Agency (ESFA). The ESFA is an executive agency of the Department for Education accountable for funding education and skills for children, young people and adults.

## REPORT OF THE EXECUTIVE MEMBER FOR DIGITAL AND CUSTOMER SERVICES

**COUNCILLOR MAHFOOZ HUSSAIN**

**PORTFOLIO CO-ORDINATING  
CHIEF OFFICERS: Strategic Director  
of Resources (SIRO)  
Thursday, 6 October 2022**

### **COUNCIL: Delivered by a strong and resilient council;**

#### **Civil Contingencies, Emergency Planning and Business Continuity**

The Civil Contingencies Service have recently updated the Corporate Business Continuity plan and Business Impact Analysis templates. We will be undertaking the 'winter pressures' exercise again to ensure service readiness. The service has supported emergency plan owners, to ensure plans have been reviewed and updated appropriately. The team have reviewed Strategic Officer out of hours arrangements and also completed our Emergency Control Centre plan review.

Engagement is continuing to take place with the Community Champions in order to promote and enhance 'community resilience'. We are incredibly proud that one of our Community Emergency Response Volunteers has recently completed the National Volunteers Certificate.

The service supported the multiagency response to the recent water outage, affecting many properties in Blackburn and Darwen. Given the longevity of the outage, continuous support was required from Civil Contingencies and wider departments. An internal debrief has taken place and recommendations will be reported to the multiagency debrief in October.

Quarter 1 statistics for Duty Officers are as follows:

Information received = 54  
Total warnings received = 146  
Duty Officer Activations = 20  
Strategic Officer Activations = 2

#### **Digital Services and Transformation**

The Digital Customer Portal (DCP) continues to digitise and replace manual processes across the Council, providing 24/7 online customer access to services. Over 70,000 customers are now signed up with a BwD online account. There are 174 digital forms for services available through our website. New digital services recently released include the booking of taxi driver knowledge tests and Disability Links Referrals within Children Services.

Office 365 products and features continue to be rolled out and utilised across the business as part of our ongoing development of this product and the team are training to upskill in this area to assist the business and digital champions.

Work is now in the final completion stages for IKEN, our legal case management system and HR & Payroll system phase 1.

Discovery work is underway for the digital transformation of People Services.

## **Information and Communications Technology**

Following senior changes within the IT team reported to Council in July, reviews have taken place across the current IT capital programme. Designs and implementation plans are being updated as a result. The team are also developing a technical roadmap to deliver the infrastructure elements of the BwD Digital Strategy (2021-24).

The team have been working with 3<sup>rd</sup> parties to review the organisations Cyber Security and IT continuity processes. An IT Assurance Board is in place to provide Chief Officer oversight for IT operations and major projects. A number of operational IT groups have been set up within the IT team to strengthen processes and operations.

## **Data Strategy and Business Intelligence**

The team have worked with Children's Services to develop several new report dashboards. These are in response to the recent Ofsted report and provide the Childrens Senior Leadership Team with increased visibility of performance, especially for children who are leaving care.

A Council Data Strategy has been drafted and will be agreed by the end of 2022.

## **Information Governance (IG) and Data Security (inc GDPR)**

A 62.5% increase was recorded on the number of Data Protection requests received in Q1 22/23 compared to Q1 21/22. An existing FTE was transferred from IT projects into the Subject Access Request (SAR) team to assist with the historical backlog and the increased number of new requests. A back log of 28 historical and significantly large SARs in April 2021 has now been reduced to 15.

There has been a 21.6% increase on the number of FOI requests received in Q1 22/23 compared to Q1 21/22. We are currently meeting the nationally recognised compliance standards in responding to these requests.

The IG team have taken responsibility for SAR file disclosures to Lancashire Constabulary, a service previously undertaken by legal officers. After an initial discussion with Hutton HQ, a new streamlined approach has been designed and piloted including a full digital disclosure process.

## **RIPA (Regulation of Investigatory Powers Act)**

The new RIPA Procedure and Guidance has been scrutinised by the Policy & Corporate Resources Overview and Scrutiny Committee and was approved by the Executive in July. It is on the staff intranet and has also been published on the Council website. The Council has not used any covert human intelligence sources or undertaken any covert surveillance ('directed surveillance') either in person or on-line since 2019 – the Council's investigating officers generally prefer overt methods of investigation. Internal audit is currently undertaking an audit of those RIPA processes. The Investigatory Powers Commissioner will conduct an inspection of the Council's RIPA processes on 3 November 2022 (they are every three years). The update of the Procedure and Guidance has been completed and some training sessions have been held in response to the recommendations of the last inspection. Further training sessions will be arranged later this year. The emphasis was to ensure officers do not stray inadvertently into covert methods of investigation and thus breaching the Human Right to privacy without using the correct authorisation processes, which start with the completion of an application form to be submitted to an Authorising Officer, as set out in the Procedure and Guidance.



## **Health and Safety**

There were 196 Incidents reported in Quarter 1 – compared with 247 in the previous quarter and 124 in the same period last year. The team also received 90 incidents reported by schools. There was one report made to the Health & Safety Executive (HSE) under Reporting of Injuries, Disease and Dangerous Occurrence Regulation (RIDDOR) following a member of public being taken to hospital after a fall. There were 71 near misses reported, a positive sign as evidence shows that increased near miss reports lead to reduced serious incidents.

The team have supported with 'hands on' DSE Assessments and our Workstation Warriors have visited all main sites to support MSK Month. A Violence & Aggression Focus Group has been established with representatives in attendance from all Council areas. Dedicated support has been provided to Albion Mill with ongoing incident support. In person Fire Awareness/Marshal Training has been delivered to all Children's Centre staff following a significant near miss. Face Fit testing was arranged and delivered to all services who use FFP3 face masks (dust & respiratory droplets). A new Incident Reporting Dashboard is now live, which gives real time information incidents. We have reviewed the schools H&S Policy and this has been updated and shared for them to adopt. All schools who had a full H&S Audit (45 in total) last year have received a follow up offer of support.

## **PEOPLE: A good quality of life for all our residents:**

### **Registrars**

This month the Registration Service has undergone a full inspection by the General Register Office. The inspection covers procedures, record keeping accuracy and the security of official stationary. Whilst the full inspection report is not expected for several weeks, the inspector's comments were positive and no specific concerns were raised with the team.

### **Customer Services**

The summer period generally sees a reduction in the overall number of customer contacts. However, two recent government initiatives, namely, the Council Tax Energy payment scheme and the Household Support Scheme have generated significant volumes of contact, mainly via the telephones. Whilst the energy payment scheme has now been completed, there are still customer enquiries requesting cost of living support.

Recruitment and retention of customer service assistants is a continuing priority with a number of positions vacant. The filling of all vacant posts is a key priority in order for the service to respond and deal with the higher number of customer contacts we receive during the autumn.

### **Digital Inclusion Strategy**

A core team has been established to support the development of a Digital Inclusion strategy. The team have met with Leeds City Council who have shared best practice in how to design, structure and implement the strategy which will cover 3<sup>rd</sup> sector, businesses, partners and commissioned services. The team are working closely with the Cost of Living Crisis group to align any offerings and to optimise our Digital Assisted Service offer.

## REPORT OF THE EXECUTIVE MEMBER FOR FINANCE AND GOVERNANCE

**COUNCILLOR VICKY MCGURK**

**PORTFOLIO CO-ORDINATING  
CHIEF OFFICERS: Director of Finance  
Thursday, 6 October 2022**

### **COUNCIL: Delivered by a strong and resilient council;**

#### **Business Rates**

The Business Rates team has completed the main allocation of the last government COVID support measure (Covid-19 Additional Relief Fund (CARF)). The support allocated to businesses currently totals £3.2m. The main qualifiers for the relief have been warehousing/distribution centres, factories and other industrial properties.

An amount of funding was retained to ensure any business that was identified late, or, subject to rateable value changes, did not miss out on the relief. The remaining funds were allocated to all qualifying businesses by mid-September, prior to the government closure of the scheme.

The collection rate has held up well over the first few months of the year. Due in part to the government COVID reliefs, the collection rate is currently 2.6% ahead of last year. Whilst this is a pleasing position at this point in the year, a number of businesses have already expressed significant concern at maintaining future payments due to the high cost of energy and high inflation (although the Government's intervention on energy prices may provide some relief).

#### **Council Tax**

The main Council Tax Energy Rebate scheme has now been closed to all residents of the borough. A total of 49,086 households (£7.4m) applied and were granted the £150 payment, whilst a further 6,783 households had their Council Tax bill credited with the same amount. The funding made available has been used in full.

In addition to the main scheme, the Council received £427k from the government to implement a Discretionary Energy Rebate scheme. A number of options have been discussed and the Executive Board approved the proposed allocation of the funding at its meeting in September 2022.

The collection rate is currently 0.52% behind last year's performance at the same time. We have seen over the last few months an increasing number of indicators that show residents are struggling with the cost of living crisis. These include the number of telephone calls increasing by 33%, higher failed Direct Debit requests, and more cancellations of Direct Debit. These indicators will be closely monitored over the next few months.

#### **Benefits**

The Benefits Service has been notified that it has been successful with its application to be a part of the governments Supported Housing Improvement Programme. The programme will run for two and a half years and receive government funding of £947k. A dedicated team within the Benefits Service will coordinate action by several departments to review property standards, support quality and the cost to the taxpayer.

The performance of processing Housing Benefit and Council Tax Support claims is still very high and remains in the top 10% of local authorities. The average new claims assessments take place within 10-12 days (includes weekends), whilst changes to circumstances take between 3-4 days.

Similarly to Council Tax, there are also clear indicators in the Benefits service that the cost of living crisis is significantly affecting residents. Telephone calls have risen 13%, new claim applications are up 9%, and Discretionary Housing Payments applications have risen 30%. In addition, the Department of Work and Pensions notifications to the Benefits team have risen by 74% over the initial four months of the year. These trends and indicators will be closely monitored over the financial year.

### **Financial Services**

The Team has concluded work on the Statement of Accounts for 2020/21, which has been held up due to a national issue related to the accounting policy for infrastructure assets (roads, bridges etc.). It is probable that the Government will need to agree a statutory override on this matter to provide the basis on which External Auditors can sign off accounts.

The Team has also completed and published the draft statement of accounts for 2021/22 which will be subject to external audit over the coming months.

Detailed work has commenced on the development of the 2023/24 budget (which will also lead to an update of the Medium Term Financial Plan). This will include amongst other matters, the calculation of staffing estimates, review of fees and charges and a projection of funding from government (it is unclear when the Government will provide details of the Local Government Finance Settlement). This work will continue from now until Christmas as the Team supports the work being undertaken across the Council to address the budget shortfalls that have been forecast in 2023/24 and beyond.

The above work will also seek to identify and implement any actions that can be taken to address the £8.154m budget pressure highlighted in Quarter 1 revenue monitoring that was reported to September Executive Board.

### **Audit & Assurance**

The Audit & Assurance Team have continued with the delivery of the 2022/23 Annual Audit Plan. A Progress Report will be presented to the Audit & Governance Committee meeting on 29 November for consideration. This will provide the members with details of the outcomes of the internal audit reviews completed to the end of October, and a commentary on the counter fraud work undertaken in the period since the last report.

The Committee will also receive a Risk Management Report setting out the risk management activity undertaken in the period, along with a summary of the corporate risks as at the end of September.

The Insurance Team have commenced work on the re-procurement of the Council's insurance arrangements, in accordance with the procurement strategy that was approved by the Executive Member for Finance & Governance in July, to ensure that adequate insurance cover is in place when the current long term contract ends on 31 March 2023. This includes a review of the existing requirements, as part of the preparation of the tender specification, to ensure that these are still appropriate. Support and advice for the tender exercise is being provided by the Council's insurance broker.

## **Corporate Procurement and Contracts**

The Team has worked on a range of procurement exercises including working with the Insurance Team on the re-procurement of the Council's insurance arrangements, a framework for minor highways works and a corporate contract for security services to ensure a consistent approach across all Council buildings.

The Team has also been reviewing the Council's energy purchasing strategy to ensure that it mitigates as far as possible the impact of increasing energy prices.

Looking ahead, the procurement pipeline is also being reviewed to identify which future tender opportunities could help to deliver budget savings needed to meet the Council's medium term funding deficit.

## **HR Services**

The Organisational Development (OD) programme is well underway reporting to the OD Board. There are 4 work streams namely; Culture & Engagement, Recruitment & Retention, Wellbeing & Leadership and Management Development. The new values have been launched at the annual employee briefings. These are Trust, Respect, Ambition, Collaboration and Kindness (TRACK), supported by expected behaviours that ensure we are all Proud to be BwD.

All managers will be expected to embed these new values and behaviours in their teams, and a regular pulse survey will be undertaken to monitor progress and impact. Our first staff awards event also took place on 30th September with nearly 300 nominations. Employees were also recognised for 20 and 40 years' service at this event. Innovative approaches to recruitment are continuing to be introduced to ensure we attract the best diverse talent and also to understand the strategies we need to put in place to retain our best talent.

Four Leadership & Management programmes have been completed and we are analysing the impact for those managers individually and their teams. Wellbeing initiatives continue to be supported and developed with financial wellbeing becoming a key priority as well as physical and mental wellbeing. Health checks have been provided to our employees by our own health trainers and a free flu vaccination programme has also been offered.

In this last quarter the Team have continued to focus on phase one of the HR & Payroll system. Also following a very successful apprenticeship recruitment campaign, there are 23 apprentices joining BwD on Monday, 5 September 2022 along with two graduates under the LGA Graduate Scheme. Since the last report, managers at all levels have attended workshops relating to absence management as driving absence figures continues to be a key focus for the Organisation. Further workshops are scheduled to take place in autumn to upskill investigating officers for employee relation cases.

We also continue to monitor the pay negotiations and are planning for any implications for the Council and Schools.

## **Legal & Governance Services**

The Litigation Team continues to provide advice and support to services across the Council. The Team conducts prosecutions on behalf of the Council. Currently, the Litigation Team is dealing with over 40 ongoing cases at the Magistrates Courts, including warrants and contested trials. The Team has received 57 cases relating to waste related offences in the current quarter, totalling 172 so far in 2022/23. In addition, the Litigation Team has conducted a number of 'Non-School attendance' prosecutions resulting in over £7,500 in fines and costs in 2022/23 so far. Other matters undertaken by the team include a recently completed noise prosecution matter against a car dealer, who was fined £5,000 and order to pay £3,000 costs.

The Legal Children's Social Care team continue to be very busy in supporting the safeguarding of all Children in BwD. In Quarter 1, the team issued 34 sets of care proceedings where it was identified that there is a need for the Council (as the relevant local authority) to share parental responsibility for the children. Alongside this, the team are dealing with an increasing number of families within the pre-proceedings process. This is proving to be a really successful proactive intervention in terms of helping families to improve the lives of their children without the need to involve the court. Legal Services have seen a 45% increase on pre-proceedings cases so far this year.

The Governance Team has been undertaking the annual canvass (Electoral Registration) process, which is well underway. The canvass this year has successfully data-matched 81% of the registered properties in BwD with the national DWP database and with records held locally; improving on last year's data-match figures by 1300 properties. The team is currently at the second stage of the annual canvass, with newly appointed Canvassers calling on properties who have not responded to the initial canvass communication. The team will progress to stage 3 (final reminder) in October once all the canvassers have completed their visits. The objective is to be in a position to have an accurate revised electoral register for publication on 1 December 2022.

# Year Planner 2022-23

Please note that all meeting dates are subject to change

As submitted to Council Forum on 6<sup>th</sup> October 2022

# YEAR PLANNER 2022

	May	June	July	August	September	October
Monday				1		
Tuesday				2 DTC		
Wednesday		1		3		
Thursday		2 Spring Bank Holiday		4	1 HSC OSC Schools re-open	
Friday		3 Platinum Jubilee Bank Holiday	1	5	2	
Saturday		4	2	6	3	1
Sunday	1	5	3	7	4	2
Monday	2 May Day Bank Holiday Eid al-Fitr	6 PEOPLE OSC Schools re-open	4	8	5 CYP OSC	3
Tuesday	3	7 DTC	5 CPSAG DTC	9	6 HWB DTC	4 CPSAG DTC
Wednesday	4	8	6	10	7	5
Thursday	5 Elections	9 EB	7	11 EB	8 EB	6 CF
Friday	6 Elections Count	10	8	12	9	7
Saturday	7	11	9 Eid al-Adha	13	10	8
Sunday	8	12	10	14	11	9
Monday	9	13 PLACE OSC	11	15	12 PLACE OSC	10
Tuesday	10 GLSC DTC	14 GLSC	12 GLSC	16 GLSC	13 GLSC	11 GLSC
Wednesday	11	15	13	17	14	12
Thursday	12	16 PH	14 EB	18 PH	15 PH	13 EB
Friday	13	17	15	19	16	14
Saturday	14	18	16	20	17	15
Sunday	15	19	17	21	18	16
Monday	16 New Member Induction	20 RESOURCES OSC	18	22	19 RESOURCES OSC	17
Tuesday	17	21 HWB	19 L	23 LASC	20 AUD	18 L
Wednesday	18	22 LASC	20	24	21	19
Thursday	19 AC	23	21 PH	25 CI/T	22	20 PH
Friday	20	24	22 Schools close	26	23	21 Schools close
Saturday	21	25	23	27	24	22
Sunday	22 Civic Sunday	26	24	28	25	23
Monday	23	27	25	29 Summer Bank Holiday	26	24
Tuesday	24	28 AUD	26	30	27	25 LASC
Wednesday	25 CI/T	29 SC	27 CI/T	31	28 SC	26
Thursday	26 PH	30 CI/T	28 CF		29 CI/T	27 CI/T
Friday	27 Schools close		29		30	28
Saturday	28		30			29
Sunday	29		31			30
Monday	30					31 Schools re-open
Tuesday	31					

# YEAR PLANNER 2022/2023

	November	December	January	February	March	April
Monday						
Tuesday	1 DTC					
Wednesday	2			1	1	
Thursday	3	1 PC		2	2 AUD	
Friday	4	2		3	3	
Saturday	5	3		4	4	1
Sunday	6	4	1 New Year's Day	5	5	2
Monday	7	5 CYP OSC	2 Bank Holiday	6	6 CYP OSC	3
Tuesday	8	6 HWB DTC	3 Schools re-open	7 LASC DTC	7 HWB DTC	4 L DTC
Wednesday	9	7	4	8	8	5
Thursday	10 EB	8 EB	5	9 EB	9 EB	6
Friday	11 Armistice Day	9	6	10 Schools close	10	7 Good Friday
Saturday	12	10	7	11	11	8
Sunday	13 Remembrance Sunday	11	8	12	12	9
Monday	14	12 PLACE OSC	9	13	13 PLACE OSC	10 Easter Monday
Tuesday	15 GLSC	13 GLSC	10	14 GLSC	14 GLSC	11 GLSC
Wednesday	16	14	11 CPSAG	15	15	12
Thursday	17 PH	15 PH	12 EB	16 PH	16 PH	13 EB
Friday	18	16 Schools close	13	17	17	14
Saturday	19	17	14	18	18	15
Sunday	20	18	15	19	19	16
Monday	21 HSC OSC	19 RESOURCES OSC	16	20 HSC OSC Schools re-open	20 RESOURCES OSC	17 Schools re-open
Tuesday	22	20 LASC	17 GLSC	21	21	18 LASC
Wednesday	23	21 SC	18	22	22	19
Thursday	24 CI/T	22	19 PH	23 CI/T	23 CF	20 PH
Friday	25	23	20	24	24	21
Saturday	26	24	21	25	25	22
Sunday	27	25 Christmas Day	22	26	26	23
Monday	28	26 Boxing Day	23	27 FC	27	24
Tuesday	29 AUD	27 Bank Holiday	24 L	28	28 CPSAG	25
Wednesday	30	28	25 CI/T		29 SC	26
Thursday		29 CI/T	26 CF		30 CI/T	27 CI/T
Friday		30	27		31 Schools close	28
Saturday		31	28			29
Sunday			29			30
Monday			30			
Tuesday			31			
Wednesday						



## YEAR PLANNER 2023

	May	June	KEY
Monday	1 May Day Bank Holiday		<b><u>Council &amp; Committee Meetings</u></b>
Tuesday	2 DTC		<b>AC</b> – Annual Council 6.00 pm
Wednesday	3		<b>FC</b> – Finance Council 6.00 pm
Thursday	4 Elections	1	<b>CF</b> – Council Forum 6.00 pm
Friday	5 Elections Count	2	<b>PC</b> – Policy Council 6.00 pm
Saturday	6	3	<b>EB</b> – Executive Board 6.00 pm
Sunday	7	4	<b>PH</b> – Planning & Highways Committee 6.30 pm
Monday	8	5 HSC OSC Schools re-open	<b>AUD</b> – Audit and Governance Committee 6.30 pm (when training held first – some meetings commence at 6pm, see agenda each time for start time).
Tuesday	9	6 <b>HWB</b> DTC	<b>SC</b> – Standards Committee 6.00 pm
Wednesday	10	7	<b>LASC</b> – Licensing Act 2003 Sub-Committee & <b>GLSC</b> General Licensing Sub Committee 6.00 pm
Thursday	11	8 <b>EB</b>	<b>L</b> – Licensing Committee 6.00 pm
Friday	12	9	
Saturday	13	10	
Sunday	14	11	
Monday	15 New Member Induction	12	<b><u>Overview and Scrutiny Committees</u></b>
Tuesday	16 <b>GLSC</b> DTC	13 <b>GLSC</b>	<b>HSC OSC</b> – Health and Social Care Overview & Scrutiny Committee 6.00pm
Wednesday	17	14	<b>CYP OSC</b> – Children & Young People Overview & Scrutiny Committee 6.00 pm
Thursday	18 <b>AC</b>	15 <b>PH</b>	<b>PLACE OSC</b> – Place Overview & Scrutiny Committee 6.00 pm
Friday	19	16	<b>RESOURCES OSC</b> – Resources Overview & Scrutiny Committee 6.00 pm
Saturday	20	17	<b>CI/T</b> – provisional dates assigned for Call Ins or Member Training
Sunday	21 Civic Sunday	18	
Monday	22	19 <b>CYP OSC</b>	
Tuesday	23	20 <b>LASC</b>	
Wednesday	24	21	<b><u>Partnership Meetings:</u></b>
Thursday	25 <b>PH</b> CI/T	22 <b>AUD</b>	<b>HWB</b> – Health & Wellbeing Board 5.30 pm
Friday	26 Schools close	23	<b>CPSAG</b> – Corporate Parenting Specialist Advisory Group 6.00 pm
Saturday	27	24	
Sunday	28	25	
Monday	29 Late May Bank Holiday	26	
Tuesday	30	27	<b><u>Other Meetings:</u></b>
Wednesday	31	28 <b>SC</b>	<b>DTC</b> Darwen Town Council 7.00 pm
Thursday		29 CI/T	
Friday		30	
Saturday			
Sunday			
Monday			
Tuesday			