

# Public Document Pack

## Executive Board

Thursday, 8 February 2024  
Time: 6.00 pm  
Venue: Meeting Room A  
Address: Blackburn Town Hall

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### AGENDA

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

1. **Welcome and Apologies**
2. **Minutes of the Previous Meeting**  
**Executive Board Minutes Jan 2024** 4 - 9
3. **Declarations of Interest**  
**DECLARATIONS OF INTEREST FORM** 10
4. **Equality Implications**  
The Chair will ask Members to confirm that they have considered and understood any Equality Impact Assessments associated with reports on this agenda ahead of making any decisions.
5. **Public Forum**  
To receive written questions or statements submitted by members of the public no later than 4pm on the day prior to the meeting.
6. **Questions by Non-Executive Members**  
To receive written questions submitted by Non-Executive Members no later than 4pm on the day prior to the meeting.
7. **Youth MPs Update**  
To receive an update from the Youth MPs along with any issues they would like to raise.
8. **Executive Member Reports**  
Verbal updates may be given by each Executive Member.

**Leader**

**Adult Social Care & Health**

## **Children, Young People & Education**

## **Environment & Operations**

## **Public Health, Prevention & Wellbeing**

- |            |   |                |
|------------|---|----------------|
| <b>8.1</b> | <b>Procurement process for Tier 4 Substance Misuse Services<br/>Tier 4</b>  | <b>11 - 17</b> |
| <b>8.2</b> | <b>Development and Procurement of Stop Smoking Service 2024<br/>Development and Procurement of a new Community Stop Smoking Service.<br/>Equality Impact Assessment for Development and Procurement of a new Community Stop Smoking Service</b> | <b>18 - 37</b> |

## **Digital & Customer Services**

## **Growth & Development**

- |            |   |                      |
|------------|---|----------------------|
| <b>8.3</b> | <b>Bus Service Improvement Plan<br/>Bus Service Improvement Plan</b>  | <b>38 - 44</b>       |
| <b>8.4</b> | <b>Adoption of Climate Impact Frameworks SPD<br/>Climate Impact Frameworks SPD<br/>CIF Appendix 1<br/>BP2. Major CIF<br/>BP2. Minor CIF<br/>BP4. CIF Consultation Statement</b>         | <b>45 - 177</b>      |
| <b>8.5</b> | <b>Item Withdrawn<br/><i>Item Withdrawn.</i></b>  |                      |
| <b>8.6</b> | <b>North East Blackburn Masterplan<br/>North East Blackburn Strategic Housing Site<br/>Masterplanning<br/>Appendix 1 for North East Blackburn Strategic Housing Site Masterplanning</b> | <b>178 -<br/>185</b> |

## **Finance & Governance**

- |            |  |                      |
|------------|--|----------------------|
| <b>8.7</b> | <b>Revenue Budget Monitoring Report Quarter 3 2023/24<br/>Revenue Monitoring Q3 2023-24<br/>App1 Revenue Monitoring Quarter3 2023 24</b> | <b>186 -<br/>202</b> |
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**App2 Revenue Monitoring Quarter3 2023 24**  
**App 3 Revenue Monitoring Quarter 3 2023-24**

- 8.8 Corporate Capital Budget Monitoring Report Quarter 3 2023/24**
- |   |              |
|---|--------------|
| <b>Capital Monitoring Q3 2023-24</b>          | <b>203 -</b> |
| <b>Capital Monitoring Q3 23 -24 Appendix1</b> | <b>218</b>   |
| <b>Capital Monitoring Q3 23-24 Appendix 2</b> |              |
- 9. Corporate Issues**
- 10. Matters referred to the Executive Board**

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

Date Published: Wednesday, 31 January 2024  
Denise Park, Chief Executive

## EXECUTIVE BOARD Thursday 11<sup>th</sup> January 2024

### PRESENT

#### **COUNCILLOR:**

Councillor Phil Riley  
Councillor Julie Gunn  
Councillor Mahfooz Hussain  
Councillor Damian Talbot  
Councillor Quesir Mahmood  
Councillor Jackie Floyd  
Councillor Jim Smith  
Councillor Vicky McGurk

#### **PORTFOLIO:**

Leader of the Council  
Children, Young People & Education  
Digital & Customer Services  
Public Health, Prevention & Wellbeing  
Growth & Development  
Adult Social Care  
Environment & Operations  
Finance & Governance

#### **EXECUTIVE MEMBER**

Councillor John Slater

#### **NON PORTFOLIO**

Leader of the Conservative Group

	Item	Action
1	<p><b><u>Welcome and Apologies</u></b></p> <p>The Leader of the Council, Councillor Phil Riley, welcomed all to the meeting. Apologies were received from the Youth Forum representatives.</p>	
2	<p><b><u>Minutes of the Previous Meeting</u></b></p> <p>The Minutes of the Meeting held on 7<sup>th</sup> December 2023 were agreed as a correct record.</p>	<b>Agreed</b>
3	<p><b><u>Declarations of Interest</u></b></p> <p>No Declarations of Interest were received.</p>	
4	<p><b><u>Equality Implications</u></b></p> <p>The Chair asked Members to confirm that they had considered and understood any Equality Impact Assessments associated with reports on the agenda ahead of making any decisions.</p>	<b>Confirmed</b>
5	<p><b><u>Public Forum</u></b></p> <p>No questions from members of the public had been received.</p>	
6	<p><b><u>Questions by Non-Executive Members</u></b></p> <p>No questions from Non-Executive Members had been received.</p>	
7	<p><b><u>Youth MPs Update</u></b></p> <p>There were no Youth Forum representatives present.</p>	



	Item	Action
8	<p><b><u>Leader's Update</u></b></p> <p>Councillor Phil Riley verbally updated the Executive Board on the latest position relating to Devolution in Lancashire, with consultation continuing until the end of January. To date around 1000 responses had been received, and it was anticipated that a report would be submitted to all three Councils in March, with the draft Constitution being submitted around June 2024.</p>	<b>Noted</b>
8.1	<p><b><u>Schools Capital Programme</u></b></p> <p>A report was submitted requesting consideration and approval of the capital programme for Schools and Education for the 2023-2024 academic year as detailed within the report.</p> <p>That the Executive Board:</p> <p>1: Approves the attached list of projects as detailed in Appendix 2 for inclusion in the 2023-2024 Schools and Education capital programme funded from School Condition Allocation and Devolved Formula Capital.</p> <p>2: Approves the variations to the 2022/2023 capital programme for schemes across both Audley Infants and Audley Junior Schools and Meadowhead Infants and Junior Schools.</p> <p>3: Delegates authority to the Strategic Director of Children's &amp; Education in consultation with the Executive Member for Children, Young People and Education to undertake the procurement for the works in accordance with the Contracts &amp; Procurement Procedure Rules in the Council's Constitution.</p> <p>4: Subject to (5) below, approves expenditure to be incurred on individual projects, in line with the Council's Financial Procedure Rules.</p> <p>5: Agrees that projects proposed to be funded from s106 Agreements will not commence until funding under those agreements has been received by the Council.</p> <p>6: Notes that reports will be provided for the Executive Member detailing any variations/amendments to programmes of work and seeking necessary approvals where these are required to ensure compliance with financial instructions and the Constitution.</p>	<p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Noted</b></p>

	Item	Action
8.2	<p><b><u>Sexual Health Strategy 2023-28</u></b></p> <p>Members received a report which advised that the new sexual health strategy aimed to promote accessible and equitable sexual health services for all individuals in Blackburn with Darwen regardless of race, ethnicity, sexuality or socioeconomic status.</p> <p>The aim was for Blackburn with Darwen to be a place where sexual health and safe healthy relationships could be openly discussed and embraced, creating an environment that encouraged prevention and promoted a culture of care and respect. To achieve this vision, the Council was dedicated to expanding access to testing and treatment services and would reach out further to engage with vulnerable and diverse communities, ensuring that testing services were easily accessible, culturally sensitive, and non-judgmental.</p> <p>Ahead of moving the recommendations in the report, Councillor Damian Talbot moved a minor amendment to the title of the Strategy, to reflect the change of year, namely Sexual Health Strategy 2024- 28.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <ul style="list-style-type: none"> <li>• Commits to the sexual health priorities and objectives contained within this strategy.</li> <li>• Approves the sexual health strategy.</li> </ul>	<p><b>Approved</b></p> <p><b>Approved</b></p>
8.3	<p><b><u>Purchase of Land and Buildings at Holden Fold for ‘Specialist Affordable Housing Provision’ Purchase of land and buildings at Holden Fold, Darwen</u></b></p> <p>A report was submitted which outlined the Council’s plan to acquire an industrial site known as ‘Beehive Mill’ on Moor Lane in Darwen with a plan of the site attached at Appendix A. The Beehive Mill site was adjacent to a planned new large housing site at Holden Fold acquired by Countryside Homes, which has secured planning approval for 477 family homes of mixed size and tenure.</p> <p>The purpose of the Council acquisition was to plan and develop much needed specialist housing to complement the adjacent Holden Fold site and provide the Council with quality affordable specialist accommodation with nomination rights managed by a Registered Provider.</p> <p>Following the proposed acquisition by the Council, the site would be immediately leased to Countryside Homes for use as a site compound for 4 years with an option to extend the lease by 1 additional year. As part of the proposed lease obligations,</p>	

	Item	Action
	<p>Countryside Homes would demolish the existing buildings and clear the site ready for future development. The obligation was for Countryside Homes to have completed this activity prior to the expiry of the lease and would therefore in effect hand back a cleared site to the Council ready for development. Following the expiry of the lease, the site would be developed by the Council for specialist housing, details of the scheme and development details would be provided in a future report to the Executive Board.</p> <p>Councillor John Slater voted against the recommendations in the report.</p> <p><b>RESOLVED-</b></p> <p>That the Executive Board:</p> <p>1.1 Notes the proposal for the Council to acquire the ‘Beehive Mill’ site, with full vacant possession, with the intention to develop the site for specialist affordable housing.</p> <p>1.2 Grants approval for the purchase of the site for the agreed price outlined in the part 2 report.</p> <p>1.3 Grants approval to use existing funds from the Section 106 Affordable Homes budget to purchase the site. Note the Council has adequate funds to support affordable housing provision.</p> <p>1.4 Authorises the Growth Programme Director to finalise and complete the Heads of Terms for the purchase of the site.</p> <p>1.5 Notes Countryside Homes interest to acquire a strip of land within the site as indicated on the plan attached at Appendix A (land shaded blue) with the purpose to facilitate the construction of two dwellings within their proposed development, subject to planning.</p> <p>1.6 Grants approval for the Council to deal with Countryside Homes as Special Purchaser and agree terms for the disposal of the strip of land at the agreed price outlined in the part 2 report. The capital receipt is to be repaid to the Section 106 Affordable Homes budget.</p> <p>1.7 Authorises the Growth Programme Director in consultation with the Executive Member for Growth and Development to finalise and complete the disposal terms of the strip of land to Countryside Homes.</p> <p>1.8 Authorises the Growth Programme Director in consultation with the Executive Member for Growth and Development to finalise and complete terms to lease the site (Appendix A land edged red) to Countryside Homes for use as a temporary site compound for 4 years (plus 1 year option to extend) with a lease obligation to demolish the buildings and clear the site in lieu of an annual lease payment for the site.</p> <p>1.9 Authorises the Deputy Director of Legal and Governance to complete the necessary legal formalities in the purchase of the site, disposal of the strip of land and granting of the lease.</p>	<p></p> <p></p> <p></p> <p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p>
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	Item	Action
8.4	<p data-bbox="336 136 1281 241"><b><u>Development of the General Fund Revenue Budget (including details of the Provisional Local Government Finance Settlement 2024/25)</u></b></p> <p data-bbox="336 282 1246 461">A report was submitted, the purpose of which was to provide an update on the development of the Council's budget for 2024/25. An update was also provided on the outcome of the provisional Local Government Finance Settlement and what this meant for the Council's Medium Term Financial Plan.</p> <p data-bbox="336 501 1262 573">Councillor John Slater voted against the recommendations in the report.</p> <p data-bbox="336 647 539 680"><b>RESOLVED -</b></p> <p data-bbox="336 721 930 754">It is recommended that Executive Board:-</p> <ul style="list-style-type: none"> <li data-bbox="376 795 1206 866">a) note the outcome of the provisional Local Government Finance Settlement for 2024/25 as set out in the report;</li> <li data-bbox="376 907 1254 978">b) note the response to the provisional Local Government Finance Settlement for 2024/25 as set out at <b>Appendix A</b>;</li> <li data-bbox="376 1050 1305 1229">c) note that further work is required to determine the estimate of Business Rates Retained for 2024/25 which will reflect the Council's local knowledge/circumstances and that work has begun following the release of guidance from Government on this matter;</li> <li data-bbox="376 1301 1230 1447">d) acknowledge that the estimates of Council Tax income presented in the report are subject to decision by Finance Council on 26<sup>th</sup> February 2024 and are, therefore, indicative at this stage;</li> <li data-bbox="376 1518 1273 1624">e) note the updated Medium Term Financial Plan 2023/26 and this will be further updated once decisions on the Council's budget are taken at Finance Council on 26<sup>th</sup> February 2024.</li> </ul> <p data-bbox="336 1771 1230 1843"><b>AT THIS STAGE OF THE PROCEEDINGS THE PRESS AND PUBLIC WERE EXCLUDED FROM THE MEETING.</b></p>	<p data-bbox="1353 795 1449 828"><b>Noted</b></p> <p data-bbox="1353 907 1449 940"><b>Noted</b></p> <p data-bbox="1353 1050 1449 1084"><b>Noted</b></p> <p data-bbox="1353 1308 1449 1341"><b>Noted</b></p> <p data-bbox="1353 1491 1449 1525"><b>Noted</b></p>

	Item	Action
11.1	<p data-bbox="336 136 1289 241"><b><u>Purchase of Land and Buildings at Holden Fold for ‘Specialist Affordable Housing Provision’ Purchase of land and buildings at Holden Fold. Darwen</u></b></p> <p data-bbox="336 282 1281 427">Further to the report submitted at Agenda Item 8.3 additional information was submitted for consideration by the Executive Board which was considered commercially sensitive and therefore exempt from publication. The resolutions at 8.3 were unchanged.</p> <p data-bbox="336 468 1262 535">Councillor John Slater voted against the recommendations in the report.</p> <p data-bbox="579 685 1050 719">Signed at a meeting of the Board</p> <p data-bbox="663 759 963 792">on 8<sup>th</sup> February 2024</p> <p data-bbox="517 904 1110 938">(being the ensuing meeting on the Board)</p> <p data-bbox="403 978 1225 1012">Chair of the meeting at which the Minutes were confirmed</p>	<p data-bbox="1337 282 1489 315"><b>Approved</b></p>



## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Public Health, Prevention & Wellbeing
<b>LEAD OFFICERS:</b>	Director of Public Health
<b>DATE:</b>	8 <sup>th</sup> February 2024

**PORTFOLIO/S AFFECTED:** Public Health, Prevention and Wellbeing  
Adults, Social Care and Health

**WARD/S AFFECTED:** (All Wards)

**SUBJECT: Procurement process for Tier 4 Substance Misuse Services (Inpatient Detoxification, Residential Rehabilitation and Direct Access provision)**

### 1. EXECUTIVE SUMMARY

This paper sets out a series of recommendations whilst also providing a summary of current and proposed arrangements with regards to the commissioning of Tier 4 substance misuse services.

The provision of Tier 4 Substance Misuse services across Blackburn with Darwen will be retendered due to the current contracts via a Dynamic Purchasing System (DPS) and block commission coming to an end on the 31st May 2024. The current Tier 4 service provision incorporates a range of service contracts, covering inpatient detoxification (medically managed and medically monitored), residential rehabilitation placements and direct access support. The aim of the procurement process is to provide service users with appropriate placements to support their treatment and recovery from substance misuse whilst achieving value for money within a more efficient service offer and improved quality outcomes.

### 2. RECOMMENDATIONS

That the Executive Member:

- Note the commencement of a tendering exercise for the commissioning of Tier 4 substance misuse services. The Tier 4 substance misuse services will be commissioned as three Lots which include inpatient detoxification medically managed (Lot 1), Residential Rehabilitation (Lot 2) and crisis access beds (Lot 3). Existing direct access beds will be transformed to crisis bed access provision. Medically monitored inpatient detoxification will no longer be supported in the new service provision model. These services will be commissioned for male and female service users and market availability to respond to this will be tested through the procurement exercise.
- The Health Care Services (Provider Selection Regime) Regulations ([The Health Care Services \(Provider Selection Regime\) Regulations 2023 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukdsi/2023/01/01/20230001)) came into force in 1<sup>st</sup> January 2024. The Provider Selection Regime (PSR) replaces the Public Contracts Regulations 2015 when procuring health care services and the National Health Service (Procurement, Patient Choice and Competition) Regulations 2013. The regulations apply when a relevant authority procures relevant

healthcare services for the purpose of the health service. The Council is referred to as a relevant authority for these purposes and Tier 4 substance misuse services as local authority commissioned public health services fall within the new Provider Selection Regime (PSR) and therefore these new regulations will apply.

3. Note that the current contracting arrangements are in place until 31<sup>st</sup> May 2024.
4. Due to the introduction of these substantial procurement regulation changes to agree to a six month extension of waiver from the 31<sup>st</sup> May 2024, allowing sufficient time and capacity to complete the complex procurement process by 1<sup>st</sup> December 2024 through the assessment, application and guidance of the new Health Care Services (Provider Selection Regime) Regulations just introduced on 1<sup>st</sup> January 2024. The extension of the contract is permitted by regulation 13 of the Health Care Services (Provider Selection Regime) Regulations 2023 both by paragraph c and d (see section 7).
5. Approve the following procurement and contracting methodologies for the new service model as follows:
  - 5.1 inpatient detoxification beds (Lot 1) and Residential Rehabilitation placements (Lot 2): these services are currently provided under a Dynamic Purchasing System (DPS). It is not possible to procure via a dynamic purchasing system under the new Provider Selection Regime, however frameworks can be procured with the option to open them again in the future. This will give a similar arrangement to the current Dynamic Purchasing System (DPS). A competitive open tender process will be used to procure the framework and successful providers will be awarded a contract on the framework with a term of four (4) years.
  - 5.2 Crisis access beds (Lot 3): currently these services are provided under a block commissioning arrangement with a local provider at Those At The Margins of Society (THOMAS) and are currently referred to as direct access beds. Under the Provider Selection Regime (PSR) the council will follow the 'Most Suitable Provider' option, and if at any point the council decides it can no longer identify the Most Suitable Provider, the procurement will default to a competitive open tender process. The contract will be awarded as a block commission with a term of 4 years (with an option of a further 1 year extension).
- 6 Note the current funding envelope and cost of services of £537,171 and increased costs of new contract arrangements of £20,882 which will be contained with the Adults and Public Health budget.

### **3. BACKGROUND**

Drug misuse has a massive cost to society with more than 3,000 people died as a result of drug misuse in 2021. Alcohol and drug use by adults is widespread; around 10 million adults in England drink above the low risk guidelines, and around 3.2 million people took drugs in 2020. It is estimated that 589,000 adults are dependent on alcohol and about 1.5 million showed signs of dependence on drugs (ONS, 2019).

Tier 4 services are part of a system wide service offer to address prevention, early identification, treatment and recovery pathways for communities affected by drug and alcohol misuse.

Delivered on behalf of Blackburn with Darwen Council, the CALICO Spark's substance misuse service is an innovative partnership that combines specialist drug and alcohol services with health, housing and criminal justice partner and community groups.



The service is inclusive and flexible aiming to bring transformational change to people using their service, their families, and the community they live in. Blackburn with Darwen's substance misuse service offers a wide range of services from young people's service through to additional support such as housing advice and access to training and education.

Over the past four years both strategic and operational developments have led to an improved integrated provision of abstinence based recovery substance misuse services for adults who experience addiction to both drugs and alcohol. Pathways have improved between community, in-patient and residential services and the workforce supporting the implementation of such pathways has successfully embraced a range of innovative developments and change of practice.

For recommendation 5.2 under the Health Care Services (Provider Selection Regime) Regulations the Council do consider with all relevant information available to the relevant authority at the time that it is likely that we can identify the most suitable provider as THOMAS as the incumbent provider has over many years a proven track record in Blackburn of meeting the PSR basic criteria of being rated a Care Quality Commission 'Good' provider of services (latest inspection report July 2022 available at [T H O M A S Drug & Alcohol Rehabilitation Unit - Care Quality Commission \(cqc.org.uk\)](https://www.cqc.org.uk) achieving good outcomes for service clients, is in good financial standing and demonstrates the technical and professional leadership qualities to deliver good quality services. The Council will follow the Provider Selection Regime (PSR) practitioner reference guidance to undertake a pre-market engagement exercise, assess and take into account against key criteria and basic criteria requirements. The basic selection criteria are: (a) the providers ability to pursue a particular activity (b) economic and financial standing (c) technical and professional ability. The key criteria are (a) quality and innovation (b) value (c) integration collaboration and service sustainability (d) improving access, reducing health inequalities and facilitating choice (e) social value

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

The Tier 4 service provision was last reviewed in 2019. The current contract started on 1<sup>st</sup> June 2019 and will expire on the 31<sup>st</sup> May 2024. During this period the service performance has been monitored and efficiencies have been made. The new Provider Selection Regime (PSR) and the current length of the contract term mean that a refreshed model will be considered following a period of consultation and engagement with various stakeholders including service users. In conjunction with the Adults & Health strategic commissioning function, appropriate and relevant procurement processes will be adhered to. This will ensure that any identified risks can be identified throughout the tender process, mitigation actions and improved monitoring can be explored.

The tender documentation (and subsequent contract/ service specification) will incorporate details to ensure that any successful provider will adhere to specified quality standards. This includes learning from recent safeguarding cases, clinical governance, national and local standards, National Institute of Health and Care Excellence (NICE) and Care Quality Commission (CQC) compliance.

Detailed work has been explored to further integrate elements of service delivery from a public health and adult social care perspective within the Blackburn with Darwen footprint. Currently Lot 1 inpatient detoxification governance is overseen by a well established Tier 4 panel and it is expected that Lot 3 residential rehabilitation will also have oversight through the Tier 4 panel arrangements. Lot 4 crisis beds will be jointly managed by Adult Social Care and Public Health. The new and refreshed governance and oversight processes will consider the specification requirements and interaction between the Lots to ensure an integrated pathway between provision and continuity of service between inpatient detoxification and residential rehabilitation needs of service users.

## 5. POLICY IMPLICATIONS

In 2021, the UK Government published its 10-year drugs strategy, *From Harm to Hope* ([From harm to hope: a 10-year drugs plan to cut crime and save lives \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/95421/2021-drugs-strategy.pdf)) following Dame Black's Independent Review of Drugs. This is during a period of escalating drug-related deaths in the UK. The Strategy is structured under three strategic priorities: to 'Break drug supply chains', 'Deliver a world-class treatment and recovery system', and 'Achieve a generational shift in demand for drugs'.

This tender process is aligned to the strategic objectives of both local and national Tier 4 guidance and recommendations, the Blackburn with Darwen Health and Wellbeing Strategy (2023-28), local Transforming Lives strategy, local Vulnerable People Strategy, the Early Help Strategy, and will also consider implications with regards to a number of other developing strategic agendas such as the Changing Futures programme.

The Health and Care Act 2022 (the 2022 Act) amended the National Health Service Act 2006 (the 2006 Act) to put in place legislative changes that support this, including the creation of integrated care systems. The legislation sets an expectation that all those involved in planning, purchasing, and delivering health and care services work together to agree and address shared objectives and makes it easier for them to do so.

A key component of the changes introduced by the 2022 Act and strongly supported by stakeholders across the NHS and local government is the new Provider Selection Regime (the PSR), which is set out in the Health Care Services (Provider Selection Regime) Regulations 2023 (the Regulations) to replace the existing procurement rules for NHS and local authority funded health care services.

The PSR removes the procurement of health care services, when procured by relevant authorities under the PSR, from the scope of the Public Contracts Regulations 2015 (the PCR). The PCR had set the expectation that competitive tendering is used to award contracts for health care services. The PSR has been designed to give the relevant authorities to which it applies more flexibility in selecting providers for health care services. Under the regime, competitive tendering will be one tool for organisations to use when it is of benefit, alongside other routes that may be more proportionate, and which better enable the development of stable partnerships and the delivery of integrated care. The regime still requires relevant authorities to consider value for money as an important criterion, and to be transparent, fair, and proportionate in their decision-making. The regime is established under section 12ZB of the 2006 Act (as amended) and is set out in the Regulations. This statutory guidance sits alongside the Regulations to support organisations to understand and interpret the PSR.

## 6. FINANCIAL IMPLICATIONS

The existing contract arrangements for Tier 4 substance misuse services are provided in Lots funded via the Public Health Grant and the Adult Social Care Commissioning budget. The existing financial envelope and current cost for all lots is £537,181 as set out in the table below and are full year costs for 2022/23.

Table 1: Existing arrangements

Lot	£	Funding
Lot 1 & 2 – Inpatient Detoxification (Medically monitored detoxification to be discontinued)	195,288	Public Health grant
Lot 3 – Inpatient Residential Rehabilitation	176,306	Adult Social Care Commissioning
Lot 4 – Direct Access Beds	165,587	Adult Social Care Commissioning
<b>Total</b>	<b>537,181</b>	

Payments for these services are on a tariff basis for both inpatient detoxification (per night) and residential rehabilitation (per week), and a block contract for ten (10) direct access beds via THOMAS. Residential rehabilitation beds are spot purchased at individually agreed rates with each provider. Future costs for all these services are subject to variations in demand for service and inflationary price uplifts on agreed weekly rates. Inflationary price uplifts across all provider fees within Adults Social Care and Public Health are subject to the annual uplifts agreed within the budget setting process for the new financial year.

For the proposed arrangements the estimated financial value of new contract arrangements has been determined based on financial modelling across each Lot and the best, worst and most realistic options costed. The most realistic cost model uses existing levels of demand, assumptions in respect of inpatient detoxification cost increases, a reduction in Direct access block bed commission and the current year average weekly bed price for residential rehabilitation for spot purchases.

The financial modelling results in an expected financial cost of £558,063, an increased cost of £20,882. The funding arrangements for each lot have also been reviewed and revised between public health and adult social care however all additional costs are expected to be contained within the Public Health grant and Adult Social Care Commissioning budgets. The actual costs during 24/25 will be closely monitored to understand the impact of demand for services and future inflationary price increases.

Table 2: Proposed arrangements:

<b>Lot</b>	<b>£</b>	<b>Funding</b>
Lot 1 – Inpatient Detoxification	214,817	Public Health grant
Lot 2 – Inpatient Residential Rehabilitation	243,246	50% Public Health Grant 50% Adult Social Care Commissioning
Lot 3 – Crisis Access Beds (previously referred to as direct access beds)	100,000	Public Health grant
<b>Total</b>	<b>558,063</b>	

## 7. LEGAL IMPLICATIONS

The tendering process will need to comply with the Provider Selection Regime (PSR) and the Council's Contract and Procurement Procedure rules which have been amended to account for the introduction of the PSR.

Contracts will be in a form approved by Legal Officers.

The extension of the contract is permitted by regulation 13 of the Health Care Services (Provider Selection Regime) Regulations 2023 both by paragraph c (external factors beyond the control of the authority) and paragraph d (contract is not materially different in character and value is less than £500k or 25% of original contract value).

The Local Authority has statutory responsibilities to ensure provision of services for people experiencing substance misuse. The Care Act 2014 requires a local authority to assess a person who appears to have needs for care and support, regardless of the level of need. These needs should arise from or be related to physical or mental impairment or illness including substance misuse. The Public Health Grant prescribes that the local authority must have regard to the need to reduce inequalities between the people in its area and the need to improve the take up of and outcomes from its drug and alcohol misuse treatment services.

## 8. RESOURCE IMPLICATIONS

The procurement process and evaluation of the tender will be completed in partnership with the Strategic Commissioning team with support from corporate procurement, finance, specialists from Public Health and Adults Social Care as required.

Senior management and administrative resource will be met through existing Public Health, Social Care and Strategic commissioning, financial changes will be monitored in partnership with the Council's finance department.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

A Tier 4 task and finish review group chaired by the Deputy Director of Adult Social Care has met across July to November 2023. This group has undertaken a review of the current provision and informed the future model. This group has included colleagues from social work, public health, commissioning, and finance teams. As part of the task and finish group an on-site review of provision by THOMAS has been completed.

A consultation workshop was held on 17<sup>th</sup> October 2023 with input from key members of the local Tier 4 panel, clinicians, interdependent providers, social workers and people with lived experience.

There is a provider event planned to take place shortly before the commencement of the tender to allow the market place the opportunity to better understand the local need and the proposed process. This will also allow opportunities for them to raise significant queries via the CHEST procurement system.

## 11. STATEMENT OF COMPLIANCE

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

## 12. DECLARATION OF INTEREST

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

<b>VERSION:</b>	<b>4.1</b>
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<b>CONTACT OFFICER:</b>	<b>Abdul Razaq – Director of Public Health</b>
<b>DATE:</b>	31.01.24
<b>BACKGROUND PAPER:</b>	



## EXECUTIVE BOARD DECISION

<b>REPORT OF:</b>	Executive member for Public Health and Wellbeing.
<b>LEAD OFFICERS:</b>	Abdul Razaq – Director of Public Health
<b>DATE:</b>	8 <sup>th</sup> February 2024

<b>PORTFOLIO/S AFFECTED:</b>	All
<b>WARD/S AFFECTED:</b>	(All Wards);
<b>KEY DECISION:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**SUBJECT: Development and Procurement of a new Community Stop Smoking Service**

### 1. EXECUTIVE SUMMARY

Tobacco is still the biggest cause of health inequalities and a major disease burden and cause of death in Blackburn with Darwen. The Government’s ambition is for England to be Smokefree by 2030 and to increase healthy life expectancy by five years by 2035, while reducing inequalities and levelling up the nation. Smoking is linked to almost every indicator of disadvantage and there is a clear gradient, the more disadvantaged you are the more likely you are to smoke.

In Autumn 2023 ASH (Action on Smoking & Health) updated the Ready Reckoner Tool that references published 2022 Annual Population Survey and Local Tobacco profile data where possible. This tool provides the cost of smoking at a national, regional, local, constituency, combined LA and ward level. [ASH Ready Reckoner - ASH.](#)

Overall the cost of smoking for Blackburn with Darwen is a staggering £187.2M (based on 22,298 smokers) which is derived from the four following areas: Productivity, Healthcare, Social Care and Fires.

- Productivity costs - £122.6M
- Social care costs - £56.4M
- Healthcare costs - £7.1M
- Fire costs – £1.2M

The government is investing an additional £70 million per year to support local authority led stop smoking services and support. This paper sets out proposals to utilise the additional Department of Health & Social Care (DHSC) Grant funding allocations announced in November 2023 ([Local stop smoking services and support: funding allocations and methodology - GOV.UK \(www.gov.uk\)](#)) by commissioning a comprehensive Stop Smoking Service for Blackburn with Darwen. This new service will be in addition to the pharmacy-led model of stop smoking support available to residents currently in place.

Data drawn from the Local Tobacco Control Profiles (POF) notes that smoking prevalence in Blackburn with Darwen rose to 19.4% in 2022 from 15.5% in 2021, the highest level since 2016 (19.5%). [Local Tobacco Control Profiles - Data - OHID \(phe.org.uk\)](#)

## 2. RECOMMENDATIONS

The Executive Board are asked to:

- Note the national allocation to Blackburn with Darwen of £237,341 per annum for a five year period from 2024/25 to 2028/29.
- Approve commencement of a tender exercise for a new Community Stop Smoking Service within the financial envelope of the national allocation of £237,341 and existing £51,730 Public Health grant for community smoking cessation activities.
- Approve continuation of the current pharmacy based Stop Smoking support offer via the Provider Selection Regime (PSR) direct award element for the Local Improvement Service contracts to local pharmacy providers to meet the condition of the new allocation that local authorities must maintain their existing spend on stop smoking services, based on the stop smoking service data they have submitted for the year 2022 to 2023.
- Decision to award the contract for the new community Stop Smoking Service delegated to the Director of Public Health in consultation with the Executive Member for Public Health, Prevention and Wellbeing.

## BACKGROUND

The currently applicable strategy for tackling tobacco in England is [Smoke-free generation: tobacco control plan for England 2017](#), which aimed to create a smoke-free generation, defined as an adult smoking rate of 5% or less. Targets were set for the end of 2022 to:

- reduce the number of 15-year-olds who regularly smoke from 8% to 3% or less.
- reduce smoking among adults in England from 15.5% to 12% or less.
- reduce the inequality gap in smoking prevalence between those in routine and manual occupations and the general population.
- reduce the prevalence of smoking in pregnancy from 10.7% to 6% or less.

In 2019, the government published its green paper on preventative health; [Advancing our health: prevention in the 2020s](#). Here, it announced an ambition for England to become 'smokefree' by 2030 – achieved when adult smoking prevalence falls to 5% or less.

In 2022 the government commissioned Javed Khan, former CEO of children's charity Barnardo's to carry out a review into the government's ambition to make England smokefree by 2030. Mr Khan published his independent review, the [Khan Review: making smoking obsolete](#), in June 2022. The review found that "without further action, England will miss the smokefree 2030 target by at least 7 years, and the poorest areas in society will not meet it until 2044".

The review set out a package of 15 recommendations aimed at supporting the 2030 ambition. This included four "critical must dos" for the Government, centred on increasing investment in smokefree 2030 policies, increasing the age of sale of tobacco by one year every year, promoting vaping as a smoking cessation tool, and improving the prevention of ill health by offering smokers advice and support to quit at every interaction within the NHS.

In August 2023, the DHSC published its policy paper, [Major conditions strategy: a case for change and our strategic framework](#). The paper sets out areas of the government's focus for the final and forthcoming strategy. Chapter 2 of this paper focussed on primary and secondary prevention. It identified smoking as the biggest single cause of preventable illness and death and highlighted the government's proposals to support people to stop smoking and consult on further tobacco controls.

On 4 October 2023, the government published Stopping the Start: our new plan to create a smokefree generation. This included a programme of funding to support current smokers to quit smoking with additional funding provided to local authorities with the highest smoking rates to level up the communities who need the support the most and to address health disparities.

The aim is to achieve a smoke free generation by:

- stimulating more quit attempts by providing more smokers with advice and swift support.
- linking smokers to the most effective interventions to quit.
- boosting existing behavioural support schemes designed to encourage smokers to quit (for example the 'swap to stop' scheme).
- building capacity in local areas to respond to increased demand.
- strengthening partnerships in local healthcare systems.

The current delivery of the Stop Smoking Service in Blackburn with Darwen is undertaken with community pharmacies via a Local Improvement Service (LIS) agreement. This constitutes an agreement between the Provider and Blackburn with Darwen Council in regard to the delivery of the Stop Smoking Service and NRT Dispensing Service for the period 2021-2024.

The latest full year data of service performance of the community pharmacy stop smoking service is that 478 patients set a quit date in 2022 / 2023 and of those patients who set a quit date, 267 (56%) achieved a successful quit whereas 96 patients (20%) were lost to service. The successful quit rate is higher than the England average.

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

The National Institute of Health & Care Excellence (NICE) guidance (NG92) recommends that local services should aim to treat around 5% of their smoking population each year with a success rate of at least 35%, any less instigating exception reporting and investigation into the quality of interventions provided.

Based on local super output area (LSOA) data drawn from GP surgeries and the smoking health equity audit undertaken in 2023 suggests that there are 20,374 smokers in Blackburn with Darwen which equates to 12.8% of the population. ASH (Action on Smoking & Health) suggest the figure is 22,298 based on published 2022 Annual Population Survey and Local Tobacco profile data.

The tender documentation (and subsequent contract/ service specification) will incorporate details to ensure that any successful provider will adhere to the national NICE and local quality standards. This includes learning from recent safeguarding cases, clinical governance, national and local standards and NICE guidance requirements.

The agreement to retain the Stop Smoking Service in pharmacies will support the continuity of care for those patients registered on the programme. It will also enable a presence within key neighbourhoods throughout and beyond the period of mobilisation of a new community stop smoking service.



## 5. POLICY IMPLICATIONS

To ensure we reach the priority populations within Blackburn with Darwen and deliver an effective community Stop Smoking Service we have taken into account the following strategies and key documents within development of this new service offer:

- Recommendations from the Healthwatch Blackburn with Darwen Smoking Cessation Report 2023
- Priorities of the Tobacco Free Lancashire & South Cumbria Strategy
- Health and Wellbeing Strategy 2023-28, Joint Strategic Needs Assessment, Council Corporate Plan 2023-27, Early Help Strategy.
- Health Equity Audit findings
- NHS Long Term Plan - Treating Tobacco Dependency Programme [NHS England » Guide for NHS trust tobacco dependence teams and NHS trust pharmacy teams](#)
- Core 20 Plus 5 Priorities [NHS England » Core20PLUS5 \(adults\) – an approach to reducing healthcare inequalities](#)
- DHSC Grant Funding Criteria & Criteria [Local stop smoking services and support: guidance for local authorities - GOV.UK \(www.gov.uk\)](#)
- 

## 6. FINANCIAL IMPLICATIONS

Upon award of the additional DHSC grant funding, payments will be given to local authorities every 6 months. In the first 6 months, local authorities will receive 70% of their allocated financial year's funding. They will then be expected to provide grant reporting to the DHSC grants team to receive the second payment.

Local authorities will receive the grant agreement in January 2024. This will provide local authorities with the full grant conditions. Once received, local authorities will be asked to read and return a signed copy. The grant agreement will start from 6 April 2024.

The allocation of funding in relation to this tender and future contract arrangements has been kept in line with the protected public health budget for the Stop Smoking Service. The current public health budget for the Stop Smoking Service in 2023/2024 is £118,000 for Nicotine Replacement Therapy (NRT) and £41,400 for Stop Smoking Cessation (SSC) which covers the payments for successful quits to pharmacies.

Additionally, £51,730 is awarded to Active Lancashire until March 31<sup>st</sup> 2023 to deliver community stop smoking interventions targeting workplace and vulnerable communities. This funding will be utilised to enhance the financial purse for the commissioning of a comprehensive Stop Smoking Service for Blackburn with Darwen.

The annual budget for the Stop Smoking Service within public health would be as follows:

Service offer	Funding	Allocation
Community stop smoking service	DHSC Grant Funding Public Health grant	£237,341 £51,730
Pharmacy stop smoking offer	Public Health Grant	£159,400 (NRT £118,000 / SSC £41,400)
Total	-	£448,471

The financial modelling for the Stop Smoking Service would therefore present as the following:

- Pharmacy Led Stop Smoking Service (Via LIS Agreement) £159,400 and Community Stop Smoking Service £289,071 within an overall smoking cessation allocation of £448,471.

## 7. LEGAL IMPLICATIONS

An open tender process will be followed to ensure this tender attracts providers with sufficient knowledge and expertise to enable quality delivery. The tendering process will need to comply with the Public Contracts Regulations and the Council's Contract and Procurement Procedure Rules.

## 8. RESOURCE IMPLICATIONS

The funding will be delivered through a new section 31 grant, totalling £70 million per year over the financial years of 2024 to 2025 through to 2028 to 2029. This funding will be ringfenced for local authority led stop smoking services and support. To receive the funding, local authorities must maintain their existing spend on stop smoking services, based on the stop smoking service data they have submitted for the year 2022 to 2023. They should ensure they maintain this level of funding throughout the whole grant period.

The procurement process and evaluation of the Stop Smoking Service tender will be completed in partnership with the Strategic Commissioning team with support from corporate procurement, finance & specialists from Public Health as required. Senior management and administrative resource will be met through existing Public Health and strategic commissioning arrangements.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

In 2023 Healthwatch Blackburn with Darwen undertook a number of lines of enquiry as part of the engagement to gain as full a picture of the current smoking cessation provision in the borough. This included: -

- Desktop reviews of local GP and dentist practice websites for evidence of signposting of residents to the local smoking cessation provision;
- Mystery shopping in the pharmacies offering the smoking cessation provision;
- Face to face surveys with residents;
- Online survey of the 16 participating pharmacies.

[Smoking Cessation – Healthwatch Blackburn with Darwen](#)

There is a provider event planned to take place shortly before the commencement of the tender process to allow the market place the opportunity to better understand the local need and the proposed process. This will also allow opportunities for them to raise significant queries via the CHEST procurement system.

As a member of the Tobacco Free Lancashire & South Cumbria Strategic Group we are embedded in the local and regional infrastructure with representation at the following groups where consultations have taken place:

- Lancashire & South Cumbria ICS Tobacco Dependence Leads
- Smoking in Pregnancy Group
- DHSC Office for Health Disparities (OHID) North West Tobacco Control Network


Locally public health chair the tobacco control alliance which is a multi-agency forum with membership formed from public health, ELHT, public protection, well – being service and community services. It is here that consultations will develop to consider national guidance & recommendations for the provision of local stop smoking services.

**11. STATEMENT OF COMPLIANCE**

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

**12. DECLARATION OF INTEREST**

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

<b>VERSION:</b>	<b>3</b>
<b>CONTACT OFFICER:</b>	Abdul Razaq
<b>DATE:</b>	17 <sup>th</sup> January 2024
<b>BACKGROUND PAPER:</b>	 ASH RR Autumn 2023 - Regions, LAs, C

<b>Name of the activity being assessed</b>	Stop Smoking Service				
<b>Directorate / Department</b>	Public Health	<b>Service</b>	Public Health	<b>Assessment Author</b>	Colin Hughes
<b>Is this a new or existing activity?</b>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	<b>Responsible manager / director for the assessment</b>		Abdul Razaq	
<b>Date EIA started</b>	03/01/2024	<b>Implementation date of the activity</b>		01/04/2024	

**SECTION 1 - ABOUT YOUR ACTIVITY**

<p>Page 24</p> <p><b>How was the need for this activity identified?</b>  i.e. Why are we doing this activity?</p>	<p>The Government’s ambition is for England to be Smokefree by 2030 and to increase healthy life expectancy by five years by 2035, while reducing inequalities and levelling up the nation. Smoking is linked to almost every indicator of disadvantage and there is a clear gradient, the more disadvantaged you are the more likely you are to smoke.</p> <p>In June 2021, The All-Party Parliamentary Group on Smoking and Health’s noted 12 recommendations for the Tobacco Control Plan to deliver a Smokefree 2030 including a set of milestones:</p> <ul style="list-style-type: none"> <li>• Smoking in adults to fall from 13.9% in 2019 to 9.1% by 2025.</li> <li>• Smoking among routine and manual workers to fall from 23.2% in 2019 to 13.3% by 2025.</li> <li>• Smoking in social housing to fall from 29.8% in 2019 to 16% by 2025.</li> <li>• Smoking in those with a long-term mental health condition to fall from 25.8% in 2020 to 15.4% in 2025.</li> <li>• Reduce smoking in pregnancy from 12.7% in 2020 at time of maternity booking to 8.9% by 2025 to 5% or less by 2030.</li> <li>• From 10.4% in 2020 at time of delivery to 5% or less by 2025 to be on track to deliver a Smokefree start for every child by 2030</li> <li>• Reduce smoking among 15-year-olds from 11.4% in 2018 to 7.7% by 2025 on track to be less than 5% by 2030.</li> <li>• Reduce the proportion of children with one or both parents who are smokers from one in four (25.2%) in 2018 to 11.8% by 2025 and 5% or less by 2030.</li> <li>• Increase the percentage of households with smoking parents that have no smoking in the home from three quarters (75.9%) in 2018 to 87% by 2025 on track to be 95% or more by 2030.</li> </ul> <p>On 4 October 2023, the government published Stopping the Start: our new plan to create a smokefree generation. This included a programme of funding to support current smokers to quit smoking with additional funding provided to local authorities with the highest smoking rates to level up the communities who need the support the most and to address health disparities.</p> <p>The aim is achieve this by:</p> <ul style="list-style-type: none"> <li>• stimulating more quit attempts by providing more smokers with advice and swift support.</li> <li>• linking smokers to the most effective interventions to quit.</li> <li>• boosting existing behavioural support schemes designed to encourage smokers to quit (for example the ‘swap to stop’ scheme).</li> <li>• building capacity in local areas to respond to increased demand.</li> <li>• strengthening partnerships in local healthcare systems.</li> </ul>
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	<p>To ensure we reach the wider and priority populations within Blackburn with Darwen and deliver an effective Stop Smoking Service there needs to be acknowledgement &amp; consideration for the following as a minimum:</p> <ul style="list-style-type: none"> <li>• Recommendations from the Healthwatch BwD Smoking Cessation Report 2023</li> <li>• Priorities of the Tobacco Free Lancashire &amp; South Cumbria Strategy</li> <li>• Health Equity Audit findings</li> <li>• NHS Long Term Plan - Treating Tobacco Dependency Programme</li> <li>• Core 20 Plus 5 Priorities</li> <li>• DHSC Grant Funding Criteria &amp; Criteria</li> <li>• Pharmacy related pressures</li> <li>• Asset based model (stop smoking champions, commissioned services, place-based approach)</li> </ul> <p>Data drawn from the Local Tobacco Control Profiles (POF) notes that smoking prevalence in Blackburn with Darwen rose to 19.4% in 2022 from 15.5% in 2021, the highest level since 2016 (19.5%). Smoking rates for smoking status at time of delivery, smoking attributable mortality and smoking attributable hospital admissions are above the North West and England values. Although current rates for 4 Week quits are on par with both North West and England values, the number accessing the stop smoking service have continued to decline since 2015 in Blackburn with Darwen.</p>
<p>Page 25</p> <p><b>What is the activity looking to achieve?</b></p> <p><b>What are the aims and objectives?</b></p>	<p>NICE guidance (NG92) recommends that local services should aim to treat around 5% of their smoking population each year with a success rate of at least 35%, any less instigating exception reporting and investigation into the quality of interventions provided.</p> <p>Based on LSOA data drawn from GP surgeries, the health equity audit undertaken in 2023 suggested that there are 20,374 smokers in Blackburn with Darwen which equates to 12.8% of the population. ASH (Action on Smoking &amp; Health) suggest the figure is 22,298 based on published 2022 Annual Population Survey and Local Tobacco profile data.</p> <p>If we are to achieve the recommended 5% of the smoking population, we would have to engage and treat in circa of 1,108 to 1,114 residents as a minimum. 478 patients set a quit date in 2022 / 2023 through the existing pharmacy led model. Of those patients who set a quit date, 267 (56%) achieved a successful quit whereas 96 patients (20%) were lost to service.</p> <p>The preferred approach / model will ensure that those referenced in the priority populations are offered, and can easily access, effective support (ie behavioural support and medication) to:</p> <ul style="list-style-type: none"> <li>• Reduce smoking prevalence</li> <li>• Address health inequalities</li> <li>• Increase the chance of achieving and sustaining a successful quit status</li> </ul> <p>Priority populations identified include but is not limited to:</p> <ul style="list-style-type: none"> <li>• Men aged 30 – 49</li> <li>• Women aged 15 – 29</li> </ul>



**SECTION 2 - UNDERSTANDING YOUR CUSTOMER****What resources will support in undertaking the equality analysis and impact assessment?**

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

To ensure we reach the wider and priority populations within Blackburn with Darwen and deliver an effective Stop Smoking Service we have taken into account the following strategies/insights within development of this service offer as a minimum:

- Recommendations from the Healthwatch BwD Smoking Cessation Report 2023
- Priorities of the Tobacco Free Lancashire & South Cumbria Strategy
- Health Equity Audit findings
- NHS Long Term Plan - Treating Tobacco Dependency Programme [NHS England » Guide for NHS trust tobacco dependence teams and NHS trust pharmacy teams](#)
- Core 20 Plus 5 Priorities [NHS England » Core20PLUS5 \(adults\) – an approach to reducing healthcare inequalities](#)
- DHSC Grant Funding Criteria & Criteria [Local stop smoking services and support: guidance for local authorities - GOV.UK \(www.gov.uk\)](#)

In Autumn 2023 ASH (Action on Smoking & Health) updated the Ready Reckoner Tool that references published 2022 Annual Population Survey and Local Tobacco profile data where possible. This tool provides the cost of smoking at a national, regional, local, constituency, combined LA and ward level. [ASH Ready Reckoner - ASH](#)

Local authorities have a duty to take necessary steps to reduce inequalities and improve the health of their local populations. This process will be aligned to both national & local recommendations, strategies & policies (Health and Wellbeing Strategy, Joint Strategic Needs Assessment, Corporate Plan, Early Help Strategy), and will also consider implications with regards to a number of other developing strategic agendas.

As a member of the Tobacco Free Lancashire & South Cumbria Strategic Group we are embedded in the local and regional infrastructure with representation at the following groups:

ICS Tobacco Dependence Leads  
Smoking in Pregnancy Group  
OHID NW Tobacco Control Network

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

In 2023 Healthwatch Blackburn with Darwen undertook a number of lines of enquiry as part of the engagement to gain as full a picture of the current smoking cessation provision in the borough.

This included: -

- Desktop reviews of local GP and dentist practice websites for evidence of signposting of residents to the local smoking cessation provision
- Mystery shopping in the pharmacies offering the smoking cessation provision
- Face to face surveys with residents
- Online survey of the 16 participating pharmacies

\*Please see attached paper\*





HealthWatch  
Smoking Cessation Re

There is a provider event planned to take place shortly before the commencement of the tender process to allow the market place the opportunity to better understand the local need and the proposed process. This will also allow opportunities for them to raise significant queries via the CHEST procurement system.

Locally public health chair the tobacco control alliance which is a multi-agency forum with membership formed from public health, ELHT, public protection, well – being service and community services. It is here that consultations will develop should we consider the inclusion of e-cigarette provision in the future stop smoking services for those aged 18 yrs and above, in accordance with NICE (2021), OHID, NCSCT recommendations.

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

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



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

DUTY	DOES THE ACTIVITY MEET THIS DUTY? EXPLAIN
<p><b>Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act</b>  <i>(i.e. the activity removes or minimises disadvantages suffered by people due to their protected characteristic)</i></p>	<p>Yes. The needs assessment has demonstrated the inequalities faced by certain groups which will in turn inform the service specification documents to mitigate and address inequalities faced by residents.            Stop Smoking Services are a necessary resource for people who seek to access support to stop smoking. There are many factors in addition to someone's protected characteristics that may require the need for specialist support to address an individual's behaviour to smoking such as social, economic, environmental, and structural that affect health, well-being, and health inequalities.</p>
<p><b>Advance equality of opportunity between those who share a protected characteristic and those who do not</b>  <i>(i.e. the activity takes steps to meet the needs of people from protected groups where these are different from the needs of other people)</i></p>	<p>Yes. The needs assessment has demonstrated the inequalities faced by certain groups which will in turn inform the service specification documents to mitigate and address inequalities faced by residents.            Stop Smoking Services are a necessary resource for people who seek to access support to stop smoking. There are many factors in addition to someone's protected characteristics that may require the need for specialist support to address an individual's behaviour to smoking such as social, economic, environmental, and structural that affect health, well-being, and health inequalities.</p>
<p><b>Promote good relations between people who share a protected characteristic and those who do not</b>  <i>(i.e. the function encourages people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i></p>	<p>Yes. The needs assessment has demonstrated the inequalities faced by certain groups which will in turn inform the service specification documents to mitigate and address inequalities faced by residents.            Stop Smoking Services are a necessary resource for people who seek to access support to stop smoking. There are many factors in addition to someone's protected characteristics that may require the need for specialist support to address an individual's behaviour to smoking such as social, economic, environmental, and structural that affect health, well-being, and health inequalities.</p>

ASSESSMENT	Is a full EIA required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Please explain how you have reached your conclusion <i>(A lack of negative impacts must be justified with evidence and clear reasons, highlight how the activity negates or mitigates any possible negative impacts)</i></p>			
<p>Smoking is the biggest single modifiable cause of health inequalities. The service is based on the need to address this inequality and the contract will require that the service is made proactively available to all protected groups.            A range of evidence has been used, including:            i) Local smoking data and data of statistical neighbours            ii) Research about best practice            iii) Consultation with service users and stakeholders regarding the wider programme of smoking cessation and tobacco control</p> <p>Smoking has higher prevalence amongst certain population groups, including:</p>			

- people experiencing socioeconomic disadvantage
- people who identify as LGBT+
- people with a mental health condition
- people in contact with the criminal justice system
- looked after children
- people experiencing homelessness.

The [ASH briefing on health inequalities and smoking](#) from 2019 shows:

- socioeconomic disadvantage is associated with higher prevalence of smoking
- cumulative disadvantage increases the likelihood of smoking
- children who grow up around people who smoke are more likely to smoke
- links between socioeconomic status and smoking and regional and local variations in smoking prevalence and health outcomes.

Page 30  
Some groups may not be well-served by existing stop-smoking provision, such as people experiencing socioeconomic disadvantage, those with a mental health condition, people who identify as LGBT+. Although these groups may be motivated to stop smoking, they may experience additional challenges to successfully stop. The [ASH briefing on health inequalities and smoking from 2019](#) gives examples of factors that may influence whether people experiencing socioeconomic disadvantage successfully stop smoking, such as dependence on nicotine, lack of social support and stress.

People with mental health conditions have a higher prevalence of smoking and are less likely to access standard smoking cessation services and have lower quit rates. People with severe mental illness may have a life expectancy 20 years lower than the general population, part of which is attributable to smoking. Although smoking rates have substantially decreased in the general population, for those with mental health conditions rates have remained. The [Department of Health's Towards a Smoke free Generation: a tobacco control plan for England](#) references studies that show 40.5% of adults with serious mental health conditions smoke. The report notes that some health professionals can be reluctant to offer people with mental health conditions support to quit smoking. This is because of beliefs that the medicines might lead to adverse outcomes in this group, or that the mental health condition should be addressed before attempting smoking cessation.

Specific consideration should be given to pregnant women because of the impact of smoking on the health of the baby and the woman. Some stop-smoking interventions such as varenicline and bupropion are not suitable for young people or pregnant or breastfeeding women.

People from South Asian communities are the predominant users of smokeless tobacco products in England.

<b>Author Signature</b>	Colin Hughes	<b>Date</b>	<b>09/01/2024</b>
<b>Head of Service/Director Signature</b>		<b>Date</b>	Click here to enter a date.
<i>The above signatures signify acceptance of the ownership of the Initial EIA and the responsibility to publish the completed Initial EIA as per the requirements of the Equality Act 2010.</i>			
<b>Departmental E&amp;D Lead Signature</b>		<b>Date</b>	Click here to enter a date.

## FULL EQUALITY IMPACT ASSESSMENT

### SECTION 3 – ANALYSIS OF IMPACT

Does the activity have the **potential** to:

- **positively** impact (benefit) any of the groups?
- **negatively** impact/exclude/discriminate against any group?
- **disproportionately** impact any of the groups?

Explain how this was identified – through evidence/consultation.

Any negative impacts that are identified within the analysis need to be captured within the action plan in **Section 4**

**N.B.** Marriage & Civil Partnership is only a protected characteristic in terms of work-related activities and NOT service provision

<b>Characteristic</b>	<b>Positive</b>	<b>Negative</b>	<b>Don't know</b>	<b>Reasons for positive and/or negative impact</b> Please include all the evidence you have considered as part of your analysis	<b>Action No.</b>
<b>Age</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Smoking affects people of all ages, both directly and indirectly, through passive smoking. Smoking continues to be lowest among people aged 60 and over. Although they are more likely than younger people to have ever been smokers, they are also more likely to have stopped smoking. Cigarette smoking prevalence among adults in the UK overall is highest in those aged 25-34, then decreases with age.	

<b>Disability</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Whilst smoking rates amongst adults with disabilities varies, smoking rates are higher amongst those with mental health problems than the general population. People with poor mental health die on average 10 to 20 years earlier than the general population, and smoking is the biggest cause of this life expectancy gap. A third of cigarettes smoked in England are smoked by people with a mental health condition.</p> <p>Research has found that having a mental health condition is associated with:</p> <ul style="list-style-type: none"> <li>• current smoking.</li> <li>• heavy smoking and high levels of tobacco dependence.</li> <li>• desire to quit.</li> <li>• difficulty remaining abstinent.</li> <li>• perceived difficulty remaining abstinent.</li> </ul>
<b>Gender reassignment</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Some people may decide to have surgery to permanently alter body parts associated with their biological sex. Based on the recommendations of doctors at the gender dysphoria clinic it is also advisable to not smoke & any long-term conditions, such as diabetes or high blood pressure, are well controlled.
<b>Marriage &amp; Civil Partnership</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	It is unlikely that the service will impact on anyone either positively or negatively because they either are or are not married; or are or are not in a civil partnership.
<b>Pregnancy &amp; Maternity</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Smoking in pregnancy is associated with low-birthweight, miscarriage, stillbirth, and postnatal deaths. These adverse outcomes mean it is essential to support women to quit during pregnancy, to increase their chances of remaining smokefree and reduce relapse to smoking after birth. As well as improving health outcomes for mother and baby targeting smoking in pregnancy is also an opportunity to prevent future uptake in children by increasing number of smokefree homes for children.
<b>Race</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The quality standards advisory committee (QSAC) advises that people who use smokeless tobacco should also be included in statements on identifying people who smoke. People from a South Asian background are the predominant users of smokeless tobacco with recognised considerable health inequalities in this area including for people from black and minority ethnic groups.</p> <p>Smokeless tobacco of the types used by South Asian groups in the UK have been shown to cause oral cancers. Anecdotal evidence suggests that it is the older generation who are much more likely to use smokeless tobacco such as paan and Zarda (chaat).</p> <p>The service does not exclude any population groups and aim to reduce health inequalities in these areas.</p>
<b>Religion or Belief</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>There is some evidence to suggest religion can influence smoking behaviour. For example, smoking prevalence is high among Muslim communities globally. However, a number of other factors including culture, traditions, attitude, family environment and socio economic status are likely to be more important.</p> <p>Most Abrahamic religions are either against smoking (Islam, Mormonism, Jehovah's Witnesses etc.) or somehow frown on it as a vice. Eastern Orthodox Christians forbid their priests from smoking. Sikhism is opposed but Hinduism and Buddhism generally tolerate it.</p>
<b>Sex</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In general, men are more likely to smoke than women. Since 2010, smoking has become less common across all age groups.

<b>Sexual orientation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Compared to the heterosexual population, smoking rates are significantly higher among gay, lesbian and bisexual adults. There are currently no national data available on smoking prevalence among transgender people. Higher smoking prevalence among LGBT adults may be linked to higher stress levels and poorer mental health in this population.	
<b>Vulnerable Groups</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>People with mental health problems are almost 2.5 times as likely to smoke as the general population. Smoking rates increase with the severity of mental illness. Among adults with a serious mental illness, 40.5% smoke. The high smoking rate among people with mental health conditions is the largest contributor to their 10-to-20-year reduced life expectancy.</p> <p>Tobacco smoking is a leading cause of premature death and disease and is strongly associated with deprivation and health inequalities. Homelessness and housing shortages are growing problems in the UK, leading to exacerbated poverty and poor health. Smoking rates are exceptionally high amongst adults accessing homeless support services, with rate up to four times higher than the national UK average. The harms caused by tobacco smoking are likely to be exacerbated in this group due to higher prevalence of chronic obstructive pulmonary disease (COPD), heart problems and respiratory viral illnesses. This may be linked to frequent engagement in risky smoking practices, i.e., puffing harder and longer, smoking unfiltered cigarettes, smoking discarded cigarettes and sharing cigarettes as well as concurrent use of illicit substances (e.g., heroin, crack) which also negatively impacts lung function.</p>	
<b>Deprived Communities</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Smoking is far more common among people with lower incomes. The more disadvantaged someone is, the more likely they are to smoke and to suffer from smoking-related disease and premature death.	
<b>Carers</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Department of Health & Social Care noted in 2021 that teens whose parents or caregivers smoked are 4 times as likely to take up smoking. Analysis also showed that early teens whose main caregiver smoked were more than twice as likely to have tried cigarettes (26% versus 11% ) and 4 times as likely to be a regular smoker (4.9% versus 1.2%).	
<b>Other [please state]</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Does the activity raise any issues for community cohesion?

Does the activity contribute positively towards community cohesion?

None noted

<p><b>Does the activity raise any issues in relation to human rights as set out in the Human Rights Act 1998? Details of which can be found <a href="#">here</a></b></p>	None noted
<p><b>Does the activity support / aggravate existing departmental and/or corporate risk?</b></p>	<p><i>Is the activity on the departmental risk register? If it is not, should it be?</i></p> <p>None noted</p>

## CONCLUSIONS OF THE ANALYSIS

<p><b>Action following completion of the impact assessment</b></p>			
<p><i>It is important that the correct option is chosen depending on the findings of the analysis. The action plan must be completed as required.</i></p>			
<input type="checkbox"/> No major change in the activity	<input type="checkbox"/> Adjust activity	<input checked="" type="checkbox"/> Continue with activity	<input type="checkbox"/> Stop and reconsider activity
<p><b>Please explain how you have reached your conclusion</b></p>			
<p>Page 34</p>			

**SECTION 4****ACTION PLAN**

Action No.	What is the negative / adverse impact identified?	Actions required to reduce / mitigate / eliminate the negative impact	Resources required	Responsible officer(s)	Target completion date

Page 3

**MONITORING AND REVIEW**

The responsibility for establishing and maintaining the monitoring arrangements of the EIA action plan lies with the service completing the EIA. These arrangements should be built into the performance management framework.

Monitoring arrangements for the completion of EIAs will be undertaken by the Corporate Equality & Diversity Group and the oversight of the action plans will be undertaken by the Management Accountability Framework.

If applicable, where will the EIA Action Plan be monitored?	<i>e.g. via Service Management Team; Service Leadership Team; Programme Area Meetings</i> There will be an annual review undertaken within Public Health to monitor all activity associated with the stop smoking service.
How often will the EIA Action Plan be reviewed?	<i>e.g. quarterly as part of the MAF process</i> There will be an annual review undertaken within Public Health to monitor all activity associated with the stop smoking service.
When will the EIA be reviewed?	<i>It should be reviewed at least every 3 years to meet legislative requirements</i> There will be an annual review undertaken within Public Health to monitor all activity associated with the stop smoking service.
Who is responsible for carrying out this review?	Public Health





<b>Author Signature</b>	Colin Hughes	<b>Date</b>	<b>09/01/2024</b>
<b>Head of Service/Director Signature</b>		<b>Date</b>	Click here to enter a date.
<i>The above signatures signify acceptance of the ownership of the full EIA, the responsibility for the associated Action Plan (if applicable) and the responsibility to publish the completed full EIA as per the requirements of the Equality Act 2010.</i>			
<b>Departmental E&amp;D Lead Signature</b>		<b>Date</b>	Click here to enter a date.

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Growth and Development
<b>LEAD OFFICERS:</b>	Strategic Director of Environment & Operations
<b>DATE:</b>	Thursday, 8 February 2024

<b>PORTFOLIO/S AFFECTED:</b>	Environment & Operations
<b>WARD/S AFFECTED:</b>	(All Wards);
<b>KEY DECISION:</b>	Y

**SUBJECT: Bus Service Improvement Plan**

### 1. EXECUTIVE SUMMARY

In October 2021 our Bus Service Improvement Plan (BSIP) was approved securing circa £3.7million of funding for capital and revenue improvements to bus service provision across the Borough.

As part of the Government’s commitment to it’s National Bus Strategy, additional BSIP funding has been secured in a further 2 rounds of awards: –

BSIP+ - £370,171 allocation for both 2023/24 and 2024/25

Phase 3 BSIP - £880,000 for 2024/25.

Both of these allocations are revenue funding and therefore have to be spent on bus service improvements rather than capital projects. All schemes and initiatives have to be approved by the Department of Transport (DfT) and are monitored quarterly by them. Proposals have been drafted in partnership with the DfT and conversations are ongoing with bus operators through the Enhanced Partnership regarding the delivery of these service improvements.

### 2. RECOMMENDATIONS

That Executive Board:

- Approves the spending of £370,171 grant funds awarded to the Council under BSIP+ in 2023/24 and 2024/25 on the improvements set out below; and,
- Approves the spending of £880,000 grant funds awarded to the Council under Phase 3 BSIP (Network North) in 2024/25 on the improvements set out below; and,
- Approves that, subject to compliance with the Council’s Financial Procedure Rules, any future amendments to the BSIP programme of works are delegated to the Strategic Director of Environment and Operations in consultation with the Executive Member for Growth and Development.

### 3. BACKGROUND

The Government published 'Bus Back Better', a National Bus Strategy (NBS) which sets out a bold ambition for what they want to achieve for public transport. 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).

A submission to express our interest to do so was made to the Department for Transport (DfT) in April 2022 and Executive Board approved of our intention to enter into an Enhanced Partnership at the July Executive Board meeting.

Our Bus Service Improvement Plan was approved by Executive Member for Growth and Development on 22nd October 2021 and is published on our website. In April 2022 DfT confirmed that we have been successful in our BSIP bid and we were awarded £3,722,320 of revenue and capital funding to improve bus services across the Borough. The programme of works is detailed below for information.

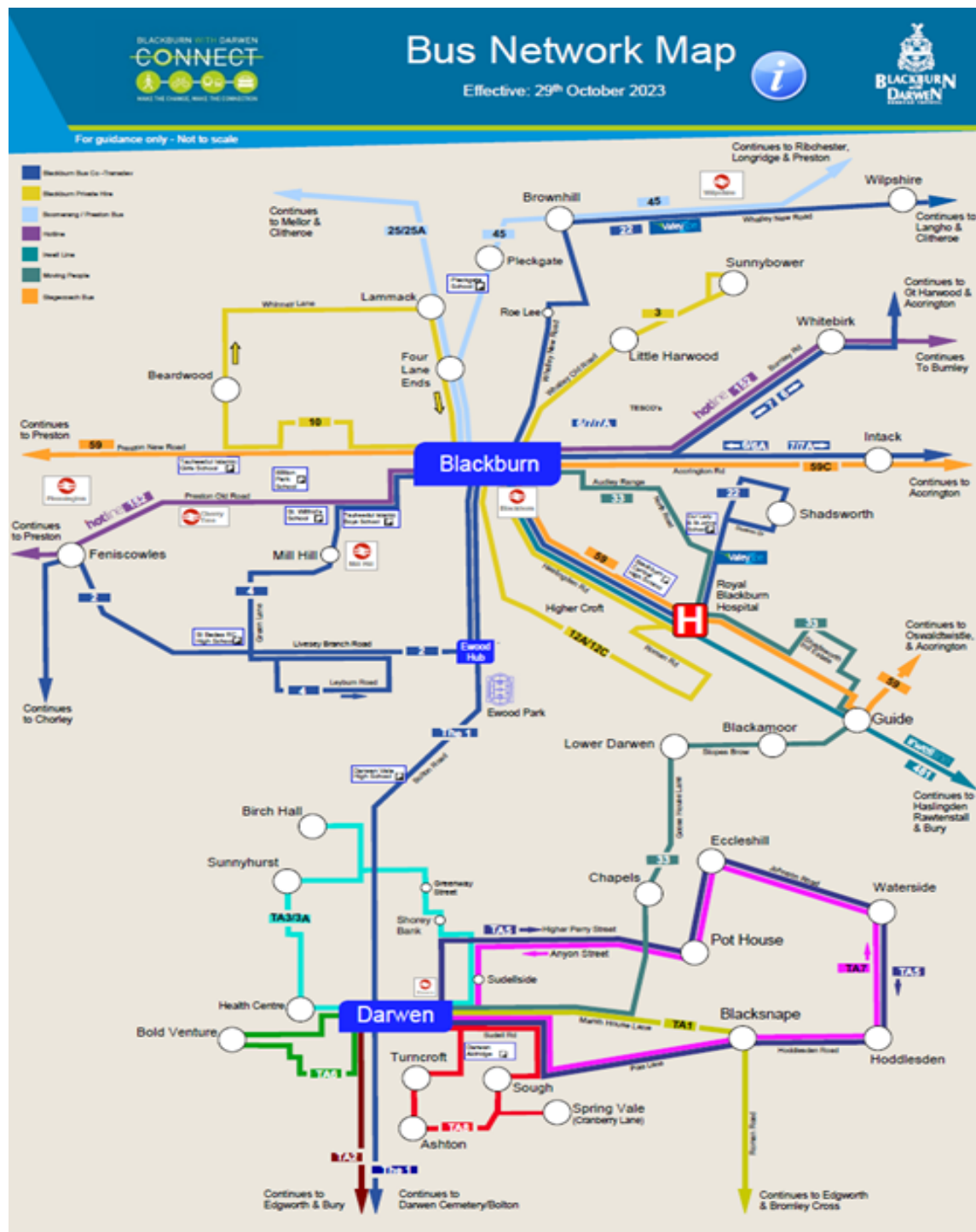
Scheme Type	Location
Traffic Signal Upgrades	Towns Moor Gyratory
Traffic Signal Upgrades	Accorington Road / Audley Range
Traffic Signal Upgrades	Bolton Road / Aqueduct Road
Traffic Signal Upgrades	Larkhill / Barbara Castle Way
Traffic Signal Upgrades	King Street / Montague Street
Traffic Signal Upgrades	Lower Audley Street / Bennington Street
Traffic Signal Upgrades	Yew Tree Drive / Lamack Road
Traffic Signal Upgrades	Audley Range / Queens Park Road
Traffic Signal Upgrades	St Pauls / Montague Street
Bus Stop Upgrades	New bus stops & upgrades supporting local bus network enhancements
Bus Priority Infrastructure	Johnston Street Bus Gate between Higson Street and Montague Street
Bus Priority Infrastructure	Shadsworth Road/Old Bank Lane
Fare Support	Boroughwide - £1 after 7pm initiative
Ticketing Reform	Boroughwide - Tap On-Tap Off Ticketing
Bus Service Support - service frequencies	Routes 2, 4, 22, 12A/C, 981, 33, 15
Totals	

With regard to the bus service support revenue funding, this has been spent on the following bus service improvements –

- Service 33 – Darwen to Hospital extended from 3 times a day to 6 times a day. This service also now extends to Blackburn and takes in Shadsworth and Audley Range.
- Service 22 – Blackburn to Clitheroe extended to run until 11.30pm (we pay for the service up to the Borough boundary)

- Service 2 – Blackburn to Chorley extended to 10.30pm plus 3 additional services.
- Service 4 – Blackburn, Mill Hill, Leyburn Road, re-introduced Sunday service. And extended by 3 journeys in the evening.

These service improvements cost circa £240,000 per annum to deliver. The current bus network map is detailed below -



#### 4. KEY ISSUES & RISKS

##### ADDITIONAL FUNDING

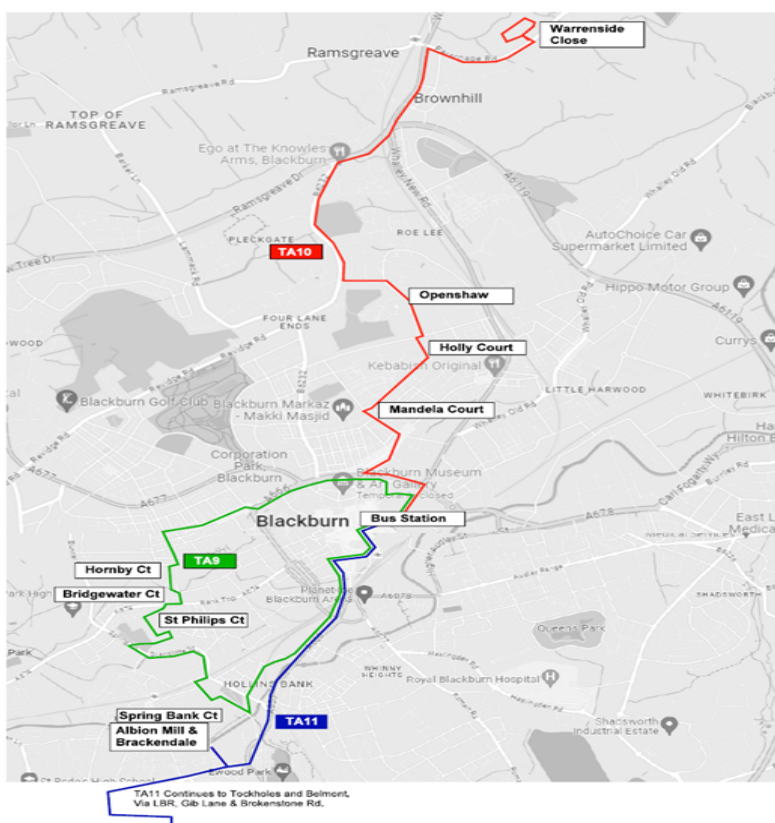
For 2023/24 and 2024/25 we have received, through BSIP+ an additional £370,171 per year for bus service improvements.

For 2024/25 we have also received, through Phase 3 BSIP (Network North) £880,000.

All of the additional funding from BSIP + and Phase 3 BSIP is for bus service improvements and is therefore revenue funding. DfT have confirmed that this funding can be used to fund service improvements up to and including 2025/26.

## PROPOSALS

1. Bus service improvements that have been provided from the initial 3 year BSIP allocations need to be funded beyond 2024/25 and therefore £240,000 of the additional funding we have now received needs to be set aside to fund these service improvements in 2025/26.
2. Further service improvements – in 2015/16 services linking sheltered accommodation with Blackburn town centre were removed due to funding being restricted for bus services. Many complaints have been received from residents living in sheltered accommodation about the lack of a bus service provision into Blackburn where they can use their bus pass, (Bus passes can not be used on dial-a-ride services) It is therefore proposed to re-introduce a service linking –
  - Warrenside Close, Openshaw, Holly Court, Mandela Court and Blackburn Bus Station;
  - Hornby Court, Bridgewater Court, St Phillips Court and Blackburn Bus Station;
  - Blackburn Bus Station with Spring Bank Court, Albion Mill & Brackendale, Tockholes & Belmont.

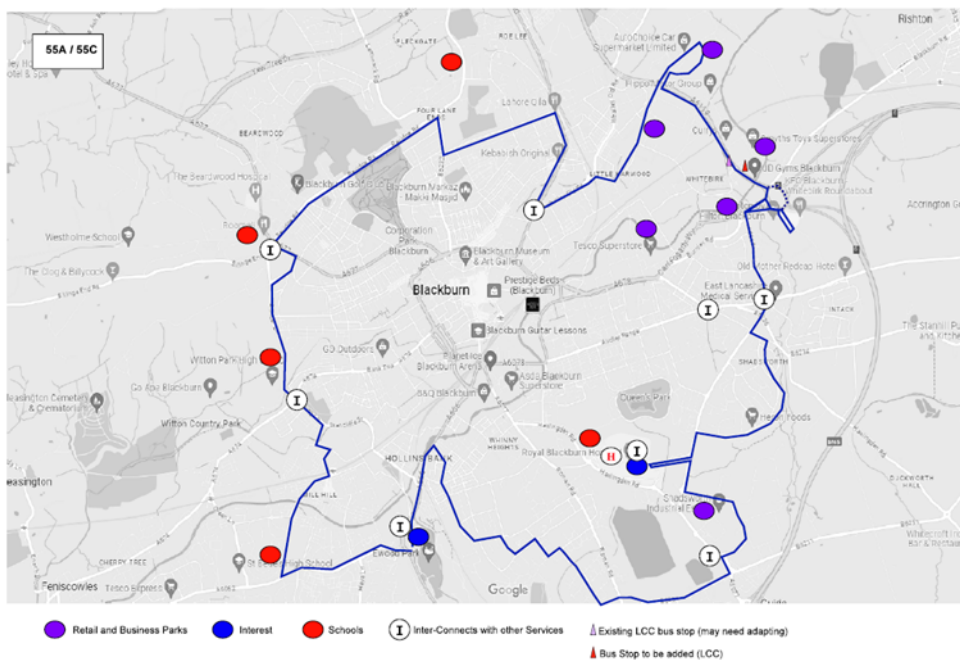
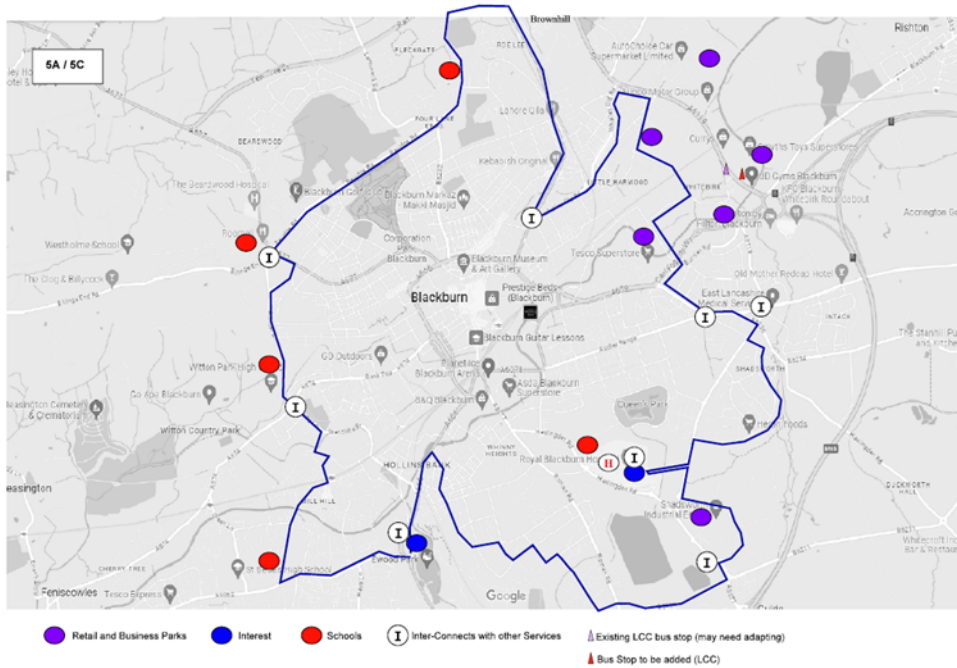


This proposal is currently being worked up in partnership with Travel Assist. It is estimated to cost £50,000 per annum and will operate Monday to Friday.

3. The current bus services that service the Blackburn area are all radial services meaning that journeys across the area require passengers to change at Blackburn Bus Station. It is therefore proposed to reintroduce an orbital service linking into the current network and the



retail/business park at Whitebirk, the Hospital, Ewood Park and high schools, St Bede's, Pleckgate, Witton Park and Tauheedul Girls High School.



This proposal is currently being worked up in partnership with Operators and is estimated to cost in the region of £500k per annum. The service will run Monday to Friday 5.00am to 9.45am and 2.00pm to 7.00pm plus an evening provision; Saturday 6.15am – 7.00pm; and Sunday 7.30am to 4.45pm.

Assuming that both of these proposals are operational for 2024/25 the combined cost will be £550,000 per annum. The cost for 2025/26 will be £550,000 plus £240,000 for the existing service improvements which equates to £790,000. The overall additional cost of funding improvements for 2024/25 and 2025/26 is £1,340,000. In 2026/27 and 2027/28 there is sufficient funding to provide the service improvements that have been established under the original BSIP funding. There will be no funding available to extend the orbital route or the route linking the sheltered accommodation with Blackburn Town centre.

It is however, our understanding that funding for bus service improvements will continue over the coming years and therefore it is anticipated that funding will become available in future years to continue to provide the orbital route and the sheltered accommodation link to Blackburn.

In the view of the Council's public transport team and the bus operators, there is no unmet demand for bus services in and around Darwen. We have discussed this with the DfT, and we have jointly agreed to commission a study into bus service demand in and around Darwen. We will work with the DfT and their consultants, Arup to develop a specification for this piece of work prior to it being tendered and commissioned.

All schemes/initiatives on the BSIP programme have to be approved by the DfT and we are therefore working in partnership with them on the development of this programme, which means that it may be subject to change. It is also reliant on us working closely with bus operators.

## **5. POLICY IMPLICATIONS**

None identified – this funding will be used to enhance our bus network across the Borough, reflecting national bus policy and our Enhanced Partnership. All schemes/initiatives proposed directly accord with the Local Transport Plan 3 Strategy.

## **6. FINANCIAL IMPLICATIONS**

The overall additional funding available up to 2025/26 is £1.620m of which £1.340m will be used on the services referred to in this report. The balance of funding - £180k – will be used to fund the study into bus service demand in and around Darwen along with any provision should that be considered necessary once the study is concluded.

At this stage, there is no confirmation of funding for these additional services beyond 2025/26 and in the absence of that, provision of these services would be at risk given no capacity for the Council to fund them.

## **7. LEGAL IMPLICATIONS**

The Council has a statutory duty under Sections 108 and 109 of the Transport Act 2000 ("the Act") (as amended by the Local Transport Act 2008) as local transport authority to ensure that the Council has up to date policies for the promotion and encouragement of safe, integrated, efficient and economic transport to, from and within their area. Each local transport authority must prepare a document to be known as the local transport plan ("LTP") containing its policies for the purposes above and its proposals for the implementation of those policies. All schemes within the programme will be designed and implemented in accordance with relevant highway, transport, traffic and equality legislation; and will need to be procured in accordance with the Council's constitution, procurement law and; where relevant, any grant conditions.

## **8. RESOURCE IMPLICATIONS**

Resources needed to undertake the work associated with the development and delivery of this programme of works will be provided by the Council's Highways team and supported by the DfT and delivered through the Enhanced Partnership with bus operators.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

All schemes/initiatives will be the subject of detailed consultations with bus services operators through the Enhanced Partnership, together with other, stakeholders, emergency services and the wider community.

## 11. STATEMENT OF COMPLIANCE

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

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Carmel Foster-Devine</b>
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<b>DATE:</b>	5 January 2024
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<b>BACKGROUND PAPER:</b>	Executive Board Decision – Blackburn with Darwen Enhanced Bus Partnership 10 June 2022.  Executive Board Decision – Local Transport Plan 23/24 Programme 9 March 2023.
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## EXECUTIVE BOARD DECISION



**REPORT OF:** Executive Member for Growth and Development

**LEAD OFFICERS:** Strategic Director of Growth & Development

**DATE:** Thursday, 8 February 2024

**PORTFOLIO/S AFFECTED:** Growth and Development

**WARD/S AFFECTED:** (All Wards);

**KEY DECISION:** Y

**SUBJECT:** Adoption of the Climate Impacts Framework (CIF) Supplementary Planning Document (SPD)

### EXECUTIVE SUMMARY

The Council have declared a Climate Emergency, and the Council's Corporate Plan includes a mission to 'deliver our climate emergency action plan' (CEAP). The CEAP includes an action to ensure that plans and strategies address climate change objectives, and that 'sound decisions' are made, ensuring that the Council will account for emissions in all decision making.

The Local Plan (2021-2037), adopted by the Council on 25 January 2024, is a key plan for the future of the Borough, containing a series of planning policies which seek to achieve sustainable development. The Local Plan includes a specific policy, Policy CP5: Climate Change, which sets out an expectation for new development to contribute to mitigating and adapting to climate change. To demonstrate the extent to which the design of new development addresses climatic (and other environmental) considerations, Policy CP5 confirms a commitment to introduce a 'Climate Impacts Framework' (CIF) assessment tool which will act as both i) a design tool and ii) an assessment tool.

The CIF assessment tool will ensure that:

1. The climate change impacts of development, mitigation of those impacts, and adaptation, are fully considered by applicants at the design stage of developments;
2. The climate emergency is fully, clearly and transparently embedded into all key planning application decisions, made by the Council, giving decision makers a much clearer overview and ability to assess the following aspects of development: locational and transport access issues; natural environment issues; water, flooding and drainage issues; and energy efficiency issues; and
3. The Council delivers on its Climate Emergency Action Plan commitment to account for emissions in decision making.

The CIF is bespoke to Blackburn with Darwen Borough Council, in terms of its format and structure, as it relates directly back to policies set out in the new Local Plan, and the National Planning Policy Framework, and the Council's ambitions for carbon neutrality. It does not set significant new burdens on applicants but is a means of demonstrating greater transparency of the application of planning policy.

As required by national legislation, and the Council's Statement of Community Involvement, the CIF SPD was publically consulted upon for four weeks between Thursday 26 October and Friday 24 November 2023. Through the consultation, the Council received a number of representations, which have been duly considered in preparing the final CIF SPD for Council adoption. The results of the consultation, and how they have shaped the CIF SPD, are summarised in this report and its appendices.

The CIF will only be applicable to certain types of development, as specified within Policy CP5, the CIF SPD and the Validation checklist.

The Local Plan confirms that the CIF tool, and its accompanying guidance, will form the basis of a Supplementary Planning Document (SPD), which will carry material weight in decision making once adopted. The SPD does not introduce new policy, it just clarifies the implementation of existing policy set out in the new Local Plan.

This report seeks approval to adopt the CIF SPD.

## **2. RECOMMENDATIONS**

That the Executive Board:

- Notes the changes which have been made to the CIF SPD following consultation;
- Adopts the Climate Impacts Framework Supplementary Planning Document (CIF SPD) for major applications;
- Approves the introduction of a separate CIF assessment tool for minor applications involving new-build dwellings. The CIF assessment will not be mandatory for householder applications for extensions.
- Grants delegated authority to the Strategic Director for Growth and Development, in consultation with the Executive Member for Growth and Development, for minor, technical changes to be made to the CIF tools (and mapping) following adoption of the SPD; and
- Grants delegated authority to the Strategic Director for Growth and Development, in consultation with the Executive Member for Growth and Development, to review the use of the CIF in conjunction with minor residential applications and take any necessary remedial actions.

## **3. BACKGROUND**

3.1 The Council have declared a Climate Emergency, and the Council's Climate Emergency Action Plan (CEAP) sets out our objectives and actions to respond to the crisis. This includes ensuring that plans and strategies address the climate change objectives and that 'sound decisions' are made, based upon accounting for carbon emissions.

3.2 The Council have been preparing a new Local Plan (2021-2037) for the Borough, which was adopted by the Council 25 January 2024. The Local Plan is a key strategic plan for the Borough and will guide and shape development of Blackburn with Darwen for the next 15 years, to 2037. It sets the parameters for 'balanced growth', including to ensure that the climate emergency is tackled through new development.

3.3 Buildings (new and existing) and transport are major contributors to greenhouse gas emissions in the Borough and the Local Plan is therefore a key mechanism through which the spatial aspects of decarbonisation and climate adaption can be addressed. The Council's CEAP and Adaptation Strategy both reinforce this point.

3.4 There are a number of environmental based policies within the new Local Plan which seek to address the climate emergency, but of particular relevance is the core (strategic) policy CP5: Climate Change. This seeks to ensure that all new development seeks to reduce carbon emissions and provide climatic and environmental enhancements wherever possible.

3.5 Through Policy CP5, new development will be required to contribute to both mitigating and adapting to climate change, including to help meet our ambitious targets to reduce carbon dioxide emissions. The extent to which the design of a development has considered decarbonisation and climate adaptation will be considered in the assessment of each planning application, and those developments that can demonstrate this will be afforded positive weight in their determination. To demonstrate the extent to which the design meets the policy requirements, applicants for specific new-build residential, major residential conversions and commercial developments will be required to complete a new 'Climate Impact Framework' assessment tool.

3.6 The purpose of the CIF is two-fold;

- a) **A design tool:** developers are encouraged to use the SPD for design guidance, and to complete the assessment tool in the earliest stages of development design, to iteratively shape design in response to climatic and environmental considerations; and
- b) **An assessment tool:** the CIF tool will automatically 'assess' planning applications as to how well they perform against climatic-based planning policy requirements. This information will be used to inform relevant discussions around design, and to ensure that the climate emergency is given full due consideration through the determination of planning applications.

3.7 Policy CP5 confirms that the detail of the Climate Impact Framework will be set through a Supplementary Planning Document. Once adopted by the Council, SPDs carry material weight in decision making. Policy CP5 states that '*developments that can demonstrate they have considered climate mitigation and adaptation in the design of their proposed scheme will be afforded positive weight in the determination of the planning application*'. The specific weight to be applied to any CIF outputs by a decision maker will be considered on a site by site (application) basis, depending upon other material considerations that are relevant to the application. This approach, however, ensures that the climate emergency is given its full due consideration in decision making, in accordance with the Council's CEAP.

3.8 The CIF consists of three key components, each of which are attached to this report as Background Papers:

- **An SPD document**, consisting of a) guidance on how to design developments which take account of climatic mitigation and adaptation features/considerations; and b) guidance on how to complete the assessment tool
- **An Excel-based assessment tool**, which requires applicants to answer a series of thematic-based questions, with each question relating to a specific policy requirement already established in the new Local Plan. Based on the answers provided, the tool automatically assesses the responses by how well they perform against policy requirements – giving them a 'RAG' (red-amber-green) assessment. A summary table is provided, with the intention that this is included in officer reports to transparently show how the climate emergency has been considered through the design of the development, and embed that information in the determination of the planning application.
- **Bespoke mapping**, developed to help applicants answer the spatial based questions contained within the CIF. This has been designed to be as intuitive, quick and easy to use as possible. By clicking on a relevant site, the mapping displays all the relevant answers needed to complete the spatial-based questions of the CIF.

3.9 It is expected that all information can be completed using the spatial mapping, and through supporting information accompanying the planning application. It is not expected that any undue burdens will be placed on applicants.

3.10 Questions are based around the following themes:

- Sustainable Locations: 20 minute neighbourhoods, services, amenities and transport
- The Natural Environment: biodiversity net gain, trees, air quality and carbon-soils
- Water: flood risk, sustainable drainage, natural drainage, water efficiency
- Energy efficiency: energy hierarchy, renewable and low carbon energy, accreditation

3.11 The CIF SPD also provides additional information in relation to Policy DM12: Clean and Green Energy, which states that all major development proposing enhanced emissions reduction should be accompanied by an Energy Statement, with details of requirements to be set through the CIF SPD. The CIF SPD therefore clarifies when an energy statement will be required, and what should be included through the statement.

3.12 Legally, the Council are required to undertake public consultation on an SPD, prior to its adoption. Following Executive Board approval in September 2023, consultation was undertaken for 4 weeks across October/November 2023, in accordance with the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012, and the Council's Statement of Community Involvement.

3.13 Comments were received from 13 representors, which included statutory consultees (Natural England, Environment Agency) and general consultees (including United Utilities, Homes England, Sport England). All comments received through the consultation have been considered in the preparation of a final CIF SPD. In accordance with legislative requirements, a Consultation Statement has been prepared, setting out who was consulted, a summary of the issues raised, and how these issues have been considered and, where relevant, incorporated into the final SPD. The Consultation Statement can be found as an Appendix to this report.

3.14 As a result of the comments received, changes have been made to:

- Include additional references to certain legislation and national guidance
- Expand some of the design guidance
- Expand / amend some of the CIF questions
- Review and amend some of the RAG scoring

3.15 It has always been the intention for the CIF to be completed by applicants for major residential and commercial schemes because of the impact they can have. However, as all dwellings are responsible for a significant proportion of carbon emissions, it is considered that all new dwellings should show the extent to which they have considered the climate emergency in their design. Cumulatively, small schemes will have the same impact on emissions as larger schemes. Therefore, the consultation sought views on whether the CIF should also be completed by applicants of minor new-build residential schemes which create new dwellings.

3.16 Respondents to the consultation supported this approach, to encourage minor new-build schemes to consider the climate in their design, but suggested that the CIF questions should be simplified for minor schemes. Consequently, officers have produced a second CIF form, specifically for minor new-build residential schemes, that contains fewer questions than those within the major scheme CIF form. Officers consider this strikes a balance to ensure applicants demonstrate how they have considered the environment through their proposal but that they are not disproportionately impacted by CIF requirements.

- 3.17 It is recommended that approval is given for this additional CIF form, for minor applications, to be adopted as part of the SPD. A transitional period of 6 months, from the point that the CIF SPD is adopted, will occur before the CIF is required for minor residential development, to allow for any initial issues to be 'ironed out'.
- 3.18 To ensure that CIF requirements do not disproportionately impact applicants of minor applications, the Council will then undertake a review, no later than 6 months after its introduction (12 months from the adoption of the SPD), by considering any feedback received from applicants. Should the CIF prove too difficult, or disproportionately time-consuming, for applicants to complete, then officers will consider what further actions to take and make recommendations for the Executive Member to decide. It is considered this provides the necessary balance between promoting the importance of climate design in all residential applications, in line with the Council's carbon neutrality ambitions, and addressing any concerns that may arise with the CIF requirements. Given that applicants should be aware of the content of their planning applications, it is not considered that completion of the CIF will be onerous or time-consuming.
- 3.19 SPDs, once adopted, cannot be changed without producing a new SPD. However, the CIF assessment tool is new and bespoke to the Council, and, whilst officers have sought to get the assessment tool and mapping elements 'right first time', , minor teething issues can be expected with its real-world introduction. For this reason, it is recommended that approval is granted for officers to make minor adjustments to the CIF's assessment tools and mapping following adoption of the SPD. These changes will be non-material and made for the sole purpose of correcting minor errors within the tool and the mapping, for example to adjust the RAG scoring where any accuracy issues are identified, or to improve functionality. No changes will be made to Local Plan policy which the CIF supports, nor will changes be made to the SPD document which establishes the scope of the SPD and contains all the relevant supporting guidance. The CIF tool will operate version control to outline the changes made to subsequent versions.
- 3.20 Approval is sought to adopt the CIF SPD. It will then be a material consideration in the determination of applications for development, supporting the Local Plan (2021-2037).

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

4.1 The CIF has been designed to ensure that new developments can demonstrate the extent to which they mitigate and adapt to climate change, and that the climatic and environmental based policies of the Local Plan are given the necessary importance and focus demanded by the joint climate and biodiversity emergencies. Without the CIF, there is a risk that insufficient consideration will be given to how new developments address the climate crisis, with the potential that the crisis continues to be exacerbated by new development.

4.2 It is important to note that the CIF does not introduce any new policy requirements itself. It is therefore not expected to place any undue additional burdens on applicants. There will however be a sliding scale of impact for developers and applicants depending upon the size and type of any proposed development. For this reason, policy CP5 currently specifies that the CIF will only apply to 'specific new residential and commercial developments', and the SPD now contains two separate CIF tools – one for major schemes, and one for minor residential schemes. This is designed to minimise burdens for applicants, whilst still promoting good design and ensuring the Council receive the

necessary information to transparently assess each application in relation to how it considers the climate emergency. Guidance remains the same for either tool.

## 5. POLICY IMPLICATIONS

5.1 There are no direct policy implications, as the requirement for the CIF SPD is set by the Local Plan (2021-2037) and Policy CP5: Climate Change. Policy CP5 sets out the commitment to produce a CIF SPD, and any failure to do so would fall foul of the policy requirements.

5.2 The CIF will be required for the following planning applications:

- Major residential schemes (more than 10 dwellings)
- Major commercial schemes (more than 1000sqm of new floorspace)
- Minor residential schemes (1-9 dwellings), following a transition period of 6 months

5.3 The CIF will be a validation requirement for those application types, meaning a completed assessment tool must be received for the planning application to be validated for determination.

5.4 The CIF SPD proposes a transitional introduction, with the CIF required on all major applications from the point of adoption of the SPD, and all minor applications 6 months from the adoption of the SPD. This is to allow any issues with its roll-out to be addressed through the majors, before the CIF is rolled out to all minor schemes. As explained above, a separate CIF assessment tool will be introduced for minor applications which contains fewer questions than the CIF assessment tool for major applications. A review process will also be implemented.

## 6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications for the CIF.

## 7. LEGAL IMPLICATIONS

7.1 Consultation on the SPD has been undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, and in accordance with the Council's Statement of Community Involvement.

7.2 Approval is sought to adopt the CIF SPD – this will ensure the Council is continuing to meet its legal requirements.

## 8. RESOURCE IMPLICATIONS

8.1 As identified under financial implications, no budget will be required to complete and adopt the CIF SPD.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

10.1 Consultation has been undertaken on the draft SPD. Comments received have been used to inform relevant changes to the SPD. No further consultation is required.

## 11. STATEMENT OF COMPLIANCE

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

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	Rev3
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<b>CONTACT OFFICER:</b>	PMO
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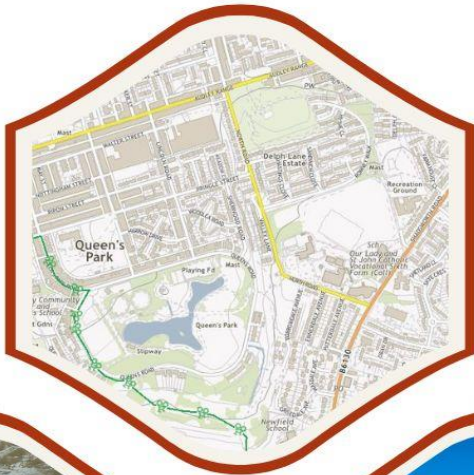
<b>DATE:</b>	January 2024
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<b>BACKGROUND PAPER:</b>	<ol style="list-style-type: none"><li>1. CIF Supplementary Planning Document</li><li>2. CIF Assessment Tool (Excel-based) (major &amp; minor schemes)</li><li>3. CIF Mapping (<a href="#">on-line map link</a>)</li><li>4. CIF SPD Consultation Statement, including: Appendix A: Summary of Representations</li></ol>
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# CLIMATE IMPACT FRAMEWORK

## SUPPLEMENTARY PLANNING DOCUMENT



...complete the

Select an answer from the drop

Yes - More than 80%	Dark Green
On site	Dark Green
Yes	
Yes - other accredited	
Yes	
Yes	
8	Green
8.2	
No	
Not applicable	Not applicable
No	Green





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## **THE QUICK GUIDE TO THE CIF ASSESSMENT TOOL**

- **The Council have set out their ambitions to address the climate emergency** and achieve carbon neutrality by 2030. New developments have a key role to play in this.
- **Local Plan Policy CP5: Climate Emergency** establishes a requirement for certain new applications to complete a 'Climate Impact Framework' assessment to show how they have considered mitigating and responding to the climate emergency.
- **The CIF is designed to be:**
  - **A design tool** to help ensure new developments consider the climate emergency in their design. We encourage you to read the guidance in **Part A** of this document, and complete the CIF, in the earliest stages of your development's design; and
  - **An assessment tool** which will automatically assess your proposal against how well it performs against the environmental policies of the Local Plan. See the CIF tool, or the guidance in **Part B**, for further details. The assessment information will be used in the determination of your planning application.
- **The CIF will be required for:**
  - Major residential schemes (>10 dwellings)
  - Major commercial schemes (>1000sqm of new floorspace)
  - Minor residential schemes (1-9 dwellings)
- There are 2 CIF tools: one for major residential / commercial / mixed schemes, and one for minor residential schemes. The minor residential CIF contains a reduced number of questions. You should only complete one tool - the major OR minor CIF – as is relevant to your application
- **How to complete the CIF assessment tool:**
  - The CIF is an Excel based tool.
  - The CIF asks a series of questions based around 4 key climate-based themes – sustainable location; the natural environment; water, drainage and flooding; and energy. All questions relate to environmental policies within the Local Plan.
  - Complete the CIF by selecting responses to each question from the pre-populated drop-down answer boxes. You can provide further justification and details of supporting documents in the accompanying yellow boxes.
  - We have developed an [online mapping tool](#) to assist in answering some of the questions. This is indicated by a 'MAP' link. On opening the mapping link, find your site address, click on the site and the answers to the spatial questions will be provided.
  - All other questions should be answerable using the supporting information for your planning application.
  - The final part of the spreadsheet is a Summary page, and will populate answers based on the other tabs. Ensure you complete the application details at the top of the summary page.

- Save and email the CIF to [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk). This should be provided as both an Excel and PDF file.
- **The CIF SPD also provides information on:**
  - Energy Statements (when they are required and their content)

## 1.0 EXECUTIVE SUMMARY

### Purpose of the Climate Impact Framework SPD

- 1.1 In line with national legislation and policy, and to help meet the Council's ambitions of carbon neutrality by 2030, the Blackburn with Darwen Local Plan (2021-2037) expects all new development to contribute to cutting carbon emissions and adapting to climate change (Policy CP5). To evidence the extent to which developments have considered climate mitigation and adaptation, the Local Plan introduces a 'Climate Impact Framework' - a tool to both guide design in respect of, and assess performance against, the climate-change based policies of the plan.
- 1.2 This Climate Impact Framework (CIF) Supplementary Planning Document comprises:
- This guidance document;
  - The Climate Impact Framework Assessment Tool; and
  - Accompanying [mapping tool](#) to support completion of the assessment tool
- 1.3 The CIF has been designed to:
- Help developers, from the early stages of design, consider and design developments that reduce carbon emissions, and are resilient and adaptable to climate change
  - Allow planning officers to easily evaluate development proposals in relation to climate mitigation and adaptation (and biodiversity perspectives)
  - Enable relatively quick assessment of where design could be improved and support iterative improvements to design
  - Provide a 'RAG' (Red-Amber-Green) assessment summary to include in DM officer reports to show how the climate emergency is being considered through decision-making
- 1.4 **Relevant applications will not be validated until a completed CIF assessment is received.**



## 2.0 INTRODUCTION

### The Climate Emergency

2.1 Climate change is well-recognized as *the* greatest threat to our social well-being, environment and economic future. More realistically, it is a climate emergency; a serious and important challenge at a local, national and global level.



2.2 The earth is now warming faster than any other time in the planet's history, with these increased temperatures causing changing weather patterns, more extreme weather events and sea level rises across the world. It is general consensus that human activity is the biggest contributing factor to climate change, and that global temperatures are increasing due to emissions of greenhouse gases (GHGs) into the atmosphere, most notably carbon dioxide from the burning of fossil fuels for energy and transport. This has caused global temperatures to rise by 1c above pre-industrial levels.

2.3 Climate change will have extensive impacts on environmental resources and biodiversity, including changes in the availability and quality of water resources, flooding, and damage to habitats, migration or extinction of animals. Agriculture may be forced to adapt, with better land use required, new crops replacing traditional varieties and a potential increase in the prevalence of pests and disease.

2.4 Climate change will affect different people and places in disproportionate ways, leading to inequalities within and across nations and between current and future generations. For example, the young and elderly will be more greatly affected by high temperatures as they can less easily regulate body temperature, whilst those on the lowest incomes will be more affected by fuel poverty than those on higher incomes.

2.5 In addition to the social and environmental impacts, climate change will also have wide-reaching economic impacts. At a local level, this can include fuel poverty, increased insurance premiums arising from flooding and/or extreme weather events, or an inability to access home insurance due to risk levels, and effects on industries such as agriculture which then also create rising food prices and/or food insecurity.

2.6 However, there are real opportunities within the climate emergency to deliver positive change – for example, by optimizing economic opportunities through the development of a green economy and job creation, lowering energy bills with greater energy efficiency

in homes, cutting the cost of driving, improving our local environment and biodiversity, and improving our health and wellbeing.

- 2.7 Essentially, the Borough has a responsibility to reduce greenhouse gas emissions and mitigate climate change to address not just global and national obligations, but to provide and respond to the social, economic and environmental needs of its residents.

## Responding to the Climate Emergency

- 2.8 Tackling climate change demands responses at every level – international, national and local.

- 2.9 In 2015, world nations, including the UK, signed up to the Paris Agreement, to keep global temperature rise to well below 2c and make every effort to keep the rise to no more than 1.5c. Failing to limit these temperature increases will have catastrophic impacts on natural and human systems, and so requires rapid and far-reaching action immediately.

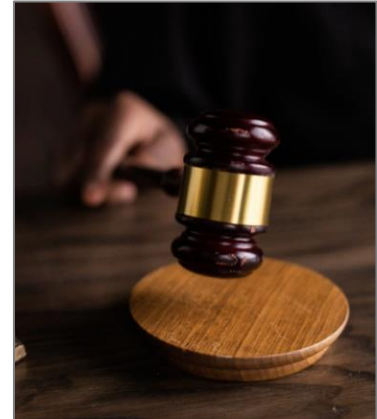


- 2.10 Nationally, through the Climate Change Act 2008 (as amended), the UK Government has set a target of net zero carbon emissions by 2050. This requires deep reductions in all sources of emissions, with any remaining sources offset by the removal of carbon dioxide (CO<sub>2</sub>) from the atmosphere.
- 2.11 These reductions require people to be actively involved. The Climate Change Committee (CCC) are clear that this does not need to entail sacrifices, but by making low carbon choices, including about how we travel, how we heat our homes, what we buy and what we eat. Reductions must come from transport, industry, building and agriculture as well as phasing out gas-fired power.
- 2.12 Spatial planning is about more than land-use, it's about how we can improve places for people, and the environment. New development therefore has a key role to play, and with it, associated responsibilities.
- 2.13 There are two key approaches to responding to the climate emergency:
- **Mitigation:** This refers to reducing the emission of greenhouse gases, for example by reducing our use of fossil fuel based transportation and using cleaner, renewable energy sources. In some cases, it may also include attempts to remove, or 'sequester' greenhouse gases from the atmosphere – for example, trees and peatland can be used to absorb and store carbon.

- **Adaptation:** This refers to the actions we need to take to manage the unavoidable impacts of climate change, for example by planting more trees to provide shade, designing buildings to better cope with overheating, and using natural interventions to manage water and flood risk.

## **3.0 LEGISLATIVE AND POLICY CONTEXT**

3.1 Planning is one of the key tools to respond to the climate emergency. The need to respond to the climate emergency is embedded in a range of legislation, policy and guidance at both national, sub-national and local levels. A summary of the more prominent material is listed below.



### **National Context**

#### **Climate Change Act (CCA) 2008 and 2050 Target Amendment Order 2019**

3.2 The original CCA (2008) established a legally binding statutory target to reduce the UK's greenhouse gas emissions by at least 80% in 2050 from 1990 levels. In June 2019, the CCA was amended (SI2019/1056) to commit the UK to reducing its greenhouse gas emissions by 100% in 2050 – meaning that the UK must achieve net zero greenhouse gases by 2050. Emissions from homes, transport, farming and industry will have to be avoided completely, or, in the most difficult examples, offset.

#### **The Planning and Compulsory Purchase Act (PCPA) 2004**

3.3 The PCPA (2004) sets out the structure for local planning in England, including a duty on plan-making to mitigate and adapt to climate change (Section 19). In discharging this duty, local authorities should consider paragraph 153 (and footnote 53) of the National Planning Policy Framework (2021) and ensure that policies and decisions are in line with the objectives and provisions of the Climate Change Act 2008.

#### **The Planning Act 2008**

3.4 This introduced a duty on local development plans to include policies which ensure that they make a contribution to both climate mitigation and adaptation.

#### **The Environment Act 2021**

3.5 The Environment Act introduces a series of targets, plans and policies to improve the natural environment in light of the Nature Emergency. Many of the measures proposed to address the Nature Emergency cross-cut with those to address the Climate Emergency, and so neither crisis should be seen in isolation.

#### **The Levelling Up and Regeneration Act (LURA) 2023**

3.6 This Act includes a requirement that the Secretary of State must have regard to the need to mitigate and adapt to climate change when preparing or modifying the new national development management policies, also to be introduced through the legislation. It reinforces the importance being given to climate change.



### **National Planning Policy Framework (NPPF)**

3.7 The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England, with the principle of sustainable development at its heart. The NPPF states the planning system should support the transition to a low carbon future in a changing climate, helping to shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimize vulnerability and improve resilience, encourage the re-use of existing resources and support renewable and low carbon energy and associated infrastructure.

3.8 Chapter 14 of the NPPF focuses specifically on meeting the challenges of climate change, flooding and coastal change, stating:

*“The planning system should support the transition to a low carbon future, taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure” (Paragraph 152).*

### **National Design Guide 2021; National Model Design Code 2021**

3.9 This Guide and Code illustrate how well-designed places that are beautiful, healthy, greener, enduring and successful can be achieved in practice, and forms part of the Government's planning practice guidance. The design guide sets out ten characteristics that work positively to address environmental and climatic issues, including building orientation and flood mitigation as well as improving the natural environment.

### **Building Regulations 2010 (as updated); Approved documents: Part F (Ventilation), Part L (Conservation of fuel and power), Part O (Overheating in new residential dwellings) and Part S (Infrastructure for charging electric vehicles) (2022)**

3.10 Building Regulations ensure the safety, comfort and (increasingly) energy efficiency of a building, and 'Approved documents' contain general guidance on the performance expected of materials and building work in order to comply with the building regulations. Local planning must be mindful of avoiding policies guiding matters already addressed through building regulations. However, in accordance with acts like the Planning and Energy Act 2008, LPAs can set local policy requirements above those of building regulations.

## Future Homes and Building Standard 2025

- 3.11 The Future Homes Standard will set standards for new homes to be future proofed with low carbon heating and energy efficiency to have 75-80% less GHG emissions than houses built to current building regulations. The new standards will complement building regulations and require all homes to be net zero ready by 2025, including through low carbon heating. New homes will be required to adopt the Fabric First Energy Efficiency standard and will comprise further amendments to the approved documents



## 20-Minute Neighbourhoods 2021 (Royal Town Planning Institute)

- 3.12 The principle of '20 minute neighbourhoods' is focused on creating an attractive, interesting, safe, walkable environment in which people of all ages and levels of fitness are happy to travel to actively for short distances from home to access services and amenities – shopping, schools, community and healthcare facilities, places of work and green spaces. These places need to be easily accessible by foot, cycle or public transport, without having to use a car. This sustainable approach then supports economic, social and environmental benefits. For example, by being able to access most of their daily needs within a 20 minute walk, people become more active, improving their mental and physical health; traffic is reduced, emissions are cut and air quality improved; local shops and businesses thrive; and community bonds are strengthened.

## Local Context

### Lancashire Local Transport Plan (LTP) 2011-2021

- 3.13 The LTP sets out seven transport goals for the plan to enable the shared transport priorities and wider social and economic objectives to be met. This includes providing all sections of the community with safe and convenient access to services, jobs, health, leisure and education; improving the accessibility, availability and affordability of transport; reducing the carbon impact of Lancashire's transport; and making walking and cycling more attractive, particularly in the more disadvantaged areas of Lancashire. Preparation of a new LTP4 is in progress in conjunction with the other Lancashire transport authorities.



### Declaration of a Climate Emergency

3.14 Blackburn with Darwen Borough Council declared a Climate Emergency in 2019. In doing so, they acknowledged that all levels of government have a duty to limit the negative impacts of climate and that towns and cities are uniquely placed to lead decarbonisation. Bold local climate action can deliver economic and social benefits as well as much improved health and well-being for the boroughs residents – including through reducing fuel poverty and energy bill costs, encouraging healthy active travel and improving green spaces and access to nature.

### Climate Emergency Action Plan (CEAP) 2020; and CEAP Update 2023

3.15 In response to the Climate Emergency Declaration, the Council set a goal to be carbon neutral by 2030 to tackle climate change. To support this aim, the Council have produced a CEAP to steer access across the borough and deliver on the Corporate Plan objective to reduce the council's carbon footprint. The CEAP sets out five objectives (sound decisions, resilient and attractive borough, lean and clean, travelling lightly, capturing more carbon) to help mitigate and adapt to climate change. The CEAP sets out the actions the Council will take to meet its objectives, which includes ensuring all plans and strategies, including the Local Plan, address its climate change aims.

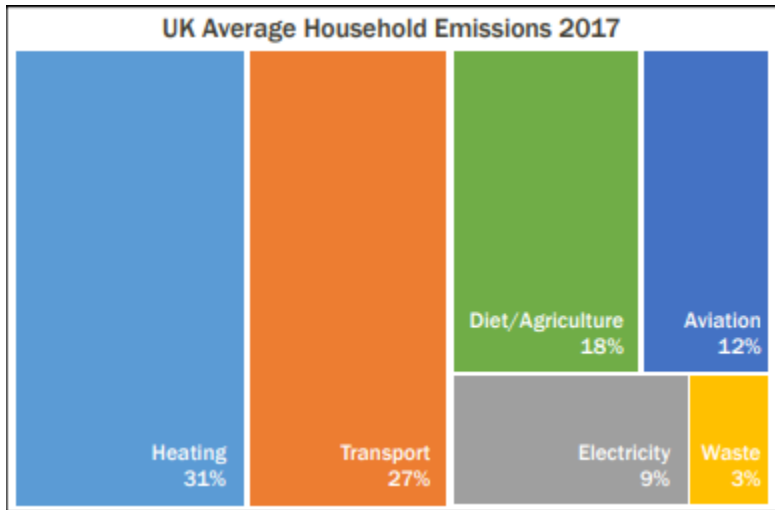
### Local Plan 2021-2037

3.16 The Blackburn with Darwen Local Plan (2021-2037) sets out a strategy for 'balanced growth', to ensure that proposals for new development give due consideration to their impact on people, place and the economy. In accordance with the NPPF, it includes a strategic policy (CP5: Climate Change) to ensure that the Local Plan contributes to both the UK's and the Council's ambitions to achieve carbon neutrality to help limit global warming. It expects that all new development will seek to provide environmental enhancements wherever possible and leave the natural environment in a better state than before.

3.17 Other key Local Plan policies particularly relevant to climate include:

- **Core Policy 3: Health and wellbeing** – works to tackle health inequalities in the borough and support healthy lifestyles, including through active travel
- **Core Policy 6: The Natural Environment** – requires biodiversity net gain to be provided through new developments, with strong links to delivering multi-functional benefits and helping address both the climate and biodiversity emergencies
- **Core Policy 8: Securing high quality and inclusive design** – requires all new developments to be of a high standard design, consistent with national guidance

- ***Core Policy 9: Transport and Accessibility*** - new development should be located in the most sustainable locations to minimise the need to travel by car
- ***Core Policy 12: Infrastructure and Delivery*** – sets that some new development will be required to provide planning contributions, including that for carbon reduction. A separate SPD will be prepared to provide further guidance on the implementation of this policy.
- ***Development Management (DM) Policy 3: Housing mix, standards and densities*** – requires all new dwellings to comply with a water efficiency of 110l/pp/pd
- ***DM12: Clean and Green Energy*** – requires all new residential dwelling and commercial development to consider the energy hierarchy in its design and demonstrate, through an Energy Statement and/or the CIF, how the proposals has considered being lean, clean and green. The policy also encourages energy efficiency measures and the incorporation of renewable and low carbon energy infrastructure. Also requires commercial development of 2500sqm to achieve a minimum BREEAM standard of ‘good’ (or equivalent).
- ***DM14: Environmental opportunity areas*** – guides that proposals for improvements relating to new development will be targeted to environmental opportunity areas, which have been identified for their value in terms of habitats, carbon management and/or flood risk mitigation, and so can help address the climate emergency.
- ***DM16: Green and Blue Infrastructure (GBI)*** - guides that all development should make a positive contribution to the GBI networks including provision for active travel
- ***DM17: Trees and Woodland*** – emphasises the importance of trees and woodlands, including that to climate change and provides for their protection and enhancements in new development
- ***DM27: Design in new developments*** – requires that all development shall achieve a high quality, sustainable design, including that to provide functional, healthy and sustainable homes and buildings that make most efficient use of resources through its lifespan.
- ***DM29: Transport and Accessibility*** – provides for active and sustainable travel, provision of cycle parking and electric vehicle charging points



Source: Blackburn with Darwen CEAP

### Policy CP5 and the Climate Impacts Framework

3.18 Policy CP5 of the Local Plan introduces a requirement for a Climate Impact Framework to help ensure carbon emissions are considered in decision making (a requirement of the CEAP). It seeks to ensure that the Local Plan contributes to the Council’s carbon neutral ambitions alongside the UK’s ambition to limit global warming to 1.5°C by 2050. It expects that all new development will seek to provide environmental enhancements wherever possible and leave the natural environment in a better state than before. Under CP5, development will be required to contribute to both mitigating and adapting to climate change, and to meeting targets to reduce carbon dioxide emissions. CP5 states that:

**Policy CP5: Climate Change**

1. Development will be required to contribute to both mitigating and adapting to climate change, and to meeting targets to reduce carbon dioxide emissions.
2. The extent to which the design of a development has considered i) reducing carbon emissions and mitigating climate change and ii) improving resilience and adaptation to climate change will be considered in the assessment of each planning application. Developments that can demonstrate they have considered climate mitigation and adaptation in the design of their proposed scheme will be afforded positive weight in the determination of the planning application. Applicants for specific new residential and commercial developments will be required to complete the Council’s online **Climate Impact Framework (CIF)** assessment tool to demonstrate the extent to which the design of the development has considered climate change mitigation, resilience and adaptation.
3. *(Policy continues...)*

- 3.19 To help meet the Council's ambitions of carbon neutrality by 2030, all new development will be expected to contribute to cutting carbon emissions and adapting to climate change.
- 3.20 To evidence the extent to which developments have considered climate mitigation and adaptation, applicants for all new residential dwellings and major commercial schemes (more than 1000sqm of new floorspace) will be required to complete and submit an online CIF assessment as part of a planning application.
- 3.21 The CIF will help to ensure the climatic and environmental based policies of the plan are given the necessary importance demanded by the interrelated climate and biodiversity emergencies. It will help to promote good design (in accordance with the NPPF), support decision making, and increase transparency and accountability in decision making to support the CEAP and Corporate Strategy.

3.22 It is intended that the CIF will have several purposes:

- To help guide developers in ensuring that their proposed development appropriately considers mitigating and adapting to climate change;
- To enable developers and planning officers to quickly identify areas of success or areas in need of improvement, and so inform discussions during the application process on how a development can be improved from a climate mitigation, adaptation and biodiversity perspective.
- To produce a final 'RAG' assessment that can be included in officer/committee reports.

3.23 The Local Plan confirms the Climate Impact Framework will form a Supplementary Planning Document. This CIF SPD sets out further guidance on design considerations, and explains how the CIF will be assessed and used in determining planning applications.

### Supplementary Planning Document

3.24 This Supplementary Planning Document (SPD) will provide supporting guidance in relation to the Climate Impact Framework, and set out how developments should be responding to the climate emergency. The SPD will help interpret the Local Plan's policy requirements and provide the guidance that developers/applicants should follow when preparing and submitting planning applications. It will also detail how the CIF will be



used to assess development proposals in relation to their sustainability, and the assessment criteria that will be used to help ensure all new developments in the borough are appropriately mitigating and adapting to the climate emergency.

3.25 Once adopted by the Council, the SPD is a material consideration in determining planning applications, read alongside the Local Plan. National guidance makes clear that an SPD does not introduce new planning policies into the development plan, and should not add unnecessarily to the financial burdens on development.



3.26 This SPD provides practical guidance or direction on how to design and construct new development sustainably, that can mitigate and adapt to climate change, that can comply with, or exceed, policy requirements.

3.27 The SPD is ambitious because it needs to be. The climate emergency threatens our very existence and demands a strong, immediate response.



## Scope of the Supplementary Planning Document

### 3.28 The SPD will:

- Provide supporting information and design guidance on planning for the climate emergency, in line with the policies set out in the Blackburn with Darwen Local Plan 2021-2037;
- Explain how climate mitigation and adaptation will be considered during the determination of planning applications, so that developers/applicants can appropriately consider their proposed development in lieu of those requirements;
- Set out and explain how the Council will assess applications against planning policies related to the climate emergency, including how 'Red-Amber-Green, or 'RAG', scoring will be undertaken and used to inform the determination of planning applications.

3.29 The different aspects of the guidance include sustainable locations, sustainable transport and active travel, energy efficiency, carbon reduction, water efficiency, prevention of flooding, soil quality and minimising waste. Biodiversity also features – whilst this will be subject to its own 'Natural Environment' SPD, there are close ties with climate change and so some reference to biodiversity considerations are included in this guide.

3.30 The Council will consider all planning applications using the SPD as a material consideration in their determination. The CIF tool and accompanying guidance will be used to demonstrate alignment with the standards as part of the design and development of their proposals.

3.31 Once the SPD is adopted, the Council may make minor changes to the Excel tool and mapping, from time to time, to correct any technical issues which may be identified through its use or make improvements to its functionality. The Council will maintain version control and make the most up-to-date assessment tool available from their website. Changes made to the CIF tool will be non-material and will not change the policies of the Local Plan or the scope or guidance of the SPD document.



## 4.0 THE CLIMATE IMPACT FRAMEWORK PROCESS

4.1 Having declared a climate emergency, the Council are keen to ensure that all council-made decisions give due and transparent regard to whether proposed developments have appropriately considered the mitigation of, and adaptation to, climate change. As set out in Section 4 of this SPD, addressing climate change is a core element of the Council's Corporate Plan, CEAP and Local Plan as well as being a requirement of various national legislation and the NPPF. It is important that climate change is given the attention and gravitas it requires, and the CIF is designed to be a key tool in that process.

### Local Plan Preparation

- 4.2 The principle of the CIF derived from the [Climate Change and Natural Capital Study \(CC&NCS\)](#), prepared as part of the Local Plan's evidence base. Chapter 5 of the Study recommended the introduction of a Climate Impact Framework, linked to policy criteria and the principle of 20-minute neighbourhoods. The premise of the CIF was for developers to use the tool to inform what will be expected from a development, and opportunities for enhancement, and for the Council to allow evaluation of a development and inform discussions as to how a development could be improved from a climate mitigation, adaptation and biodiversity perspective.
- 4.3 The study consultants, LUC, then devised a [supporting report](#), and accompanying draft assessment tool (as an excel spreadsheet). The CIF Assessment was consulted upon as part of the Local Plan 'Regulation 19' consultation in January-March 2022, but no comments were received on it.
- 4.4 The CIF has since been developed through the Local Plan Policy CP5 and through this SPD. The tool itself has been redesigned to improve its ease of use, and support automated assessments, but follows the same principles as the original CIF.
- 4.5 The draft CIF SPD was consulted on in Autumn 2023. All comments received through the consultation have been considered in the preparation of this final SPD.

### The CIF SPD

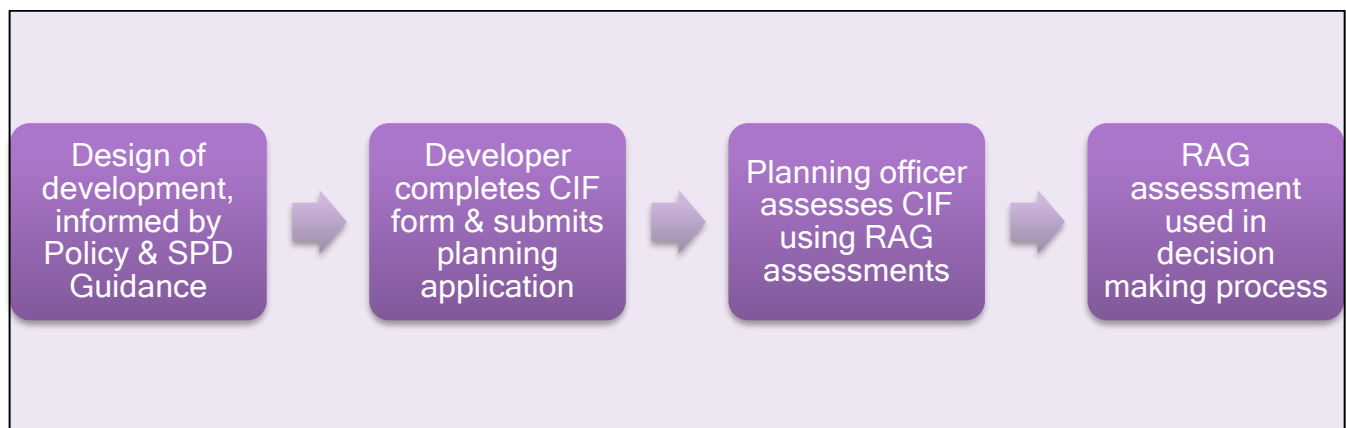
4.6 This SPD introduces some key design guidance that should be considered as you design your development. It then explains how to use the assessment tool – which will assess the sustainability of your development by how well it accords with local policy requirements. As Policy CP5 states, developments that meet or exceed sustainability requirements will be given positive weight in the planning balance. **Ideally, the CIF should be used in the earliest stages of the design process**

4.7 The CIF splits itself into 4 main climate-based themes, which are reflected through the guidance and through the assessment tool:

- 20 Minute Neighbourhoods: Services, Amenities and Transport
- The Natural Environment
- Flooding, Drainage and Water
- Energy Efficiency

## Process

4.8 It is expected that this SPD will be used to inform the design of development, and explain how to complete the CIF form – a requirement of submitting a planning application. The CIF will then be used by the planning officer in the determination of the planning application, and reflected in the decision-making process.



## PART ONE: Design Guidance

4.9 Sections 6 to 9 of this document provide ‘thematic’ based guidance, with a brief overview of relevant local policies, and an introduction to the topic area and its relationship to the climate emergency, before providing guidance on general considerations for the design of developments.

4.10 You should use this guidance as you plan and design your development. It has been prepared to encourage you to consider how your development can mitigate and adapt to climate change, and help ‘future proof’ developments. As with all design guidance, you are encouraged to use it from the earliest stages of planning your development.

4.11 A number of case studies are then presented for information and ideas (Section 10).

## PART TWO: The CIF Assessment Tool

4.12 Policy CP5 requires all development to contribute to both mitigating and adapting to climate change, and to meeting targets to reduce carbon dioxide emissions. **To evidence the extent to which developments have considered the climate emergency, applicants for all new residential dwellings and major commercial schemes will need to submit a completed CIF.**

### Validation Requirements

4.13 **A completed CIF will be required for planning applications for:**

- **All new residential dwellings;**
- **All major commercial schemes (a site area of 0.5 hectares of more, and/or 1000sqm or more of new floorspace).**

4.14 This will apply to outline, reserved matters and full applications.

4.15 However, transitional arrangements will apply as the CIF is introduced.

- From the date of the SPDs adoption, all newly submitted major residential (10 dwellings or more) and major commercial schemes will be required to submit a completed CIF.
- 6 months from the date of the SPDs adoption, all minor residential (1-9 dwellings) will be required to submit a completed CIF.

4.16 The CIF will be available through a web-form on the Council website.

### Additional Validation Requirements

4.17 Policy DM12 states that all new residential dwelling and commercial development must consider the energy hierarchy in its design and confirm how it has done so through the CIF or an Energy Statement.

4.18 It is expected that, in most cases, the CIF will remain the primary method of detailing such energy considerations. In these cases, sufficient details should be provided in the CIF's additional supporting comments box to explain how the energy hierarchy has been considered, using a 'fabric first' approach. However, an Energy Statement may be appropriate in some cases – for example, DM12(2) states that an Energy Statement is required by all major development which proposes enhanced emissions reduction. This is to enable the Council to fully understand the proposed emissions reductions.

- 4.19 All applications are, of course, welcome to detail how they have considered the energy hierarchy through a Design and Access Statement, and such a statement may be listed as a supporting evidence document in the CIF. The CIF scores more favorably those applications that can demonstrate, through documented information, how the energy hierarchy has been met.
- 4.20 The Council's Local Validation List sets out the information and documents that must be submitted with a planning application for it to be validated, and now confirms that a completed CIF is a validation requirement for all relevant applications. The Validation Statement also confirms that the CIF SPD will provide further guidance on what should be included in the Energy Statement. Therefore, requirements are as follows:

### Energy Statement

4.21 Where required, the Energy Statement should explain how a development has been designed to reduce energy use, using the energy hierarchy as its base. The hierarchy encourages proposals to:

- i. Be Lean: use less energy – by reducing demand and using energy more efficiently
- ii. Be Clean: supply energy efficiently – seek to maximise delivery of space heating requirements such as through district heating;
- iii. Be Green: use renewable or low carbon energy - generate heat or electricity on site to further reduce emissions from the development.



4.22 The Statement may include:

- How the energy hierarchy has been considered
- How the energy efficiency of materials has been considered—the “fabric first” approach
- How design (orientation, layout etc.) have been considered in energy use
- How choices on heating water and space have been made
- How choices on ventilation and lighting have been made
- Whether any consideration has been given to the use of low carbon and/or renewable energy technologies
- Whether any accreditation has been achieved, and to what level
- Whether the expected levels of energy efficiency exceed the building regulations standards
- Annual CO2 emissions and energy costs

- 4.23 Accredited SAP methodologies/assessors should be used in the early stages of design to inform energy efficiency considerations and calculate emissions/costs. This information will be a specific requirement of Policy DM12(2).
- 4.24 Where any new technologies emerge, that are likely to have a negative impact on the environment, then the statement should explain how those impacts will be mitigated.

### **BREEAM Accreditation**

- 4.25 In accordance with Policy DM12, all major commercial development proposals creating more than 2500sqm of new floorspace, will be required to achieve a minimum standard of 'BREEAM 'Good' as a minimum. This should be evidenced through documentation confirming the accreditation. Full information on BREEAM can be found online from the [BRE website](#).
- 4.26 The Council will be supportive of exemplar developments which demonstrate how particularly high standards of environmental performance can be achieved in accordance with the adopted Plan.

#### **SUMMARY**

Policy CP5 requires all development to demonstrate how it has been designed to minimise its contribution to carbon emissions and climate change.

To demonstrate this, all proposals for one or more residential dwellings, and major commercial schemes, will be required to complete a CIF. Supporting documents, for example a Design and Access Statement, detailing how the energy hierarchy has been considered, are encouraged and may be referred to for additional detail.

In accordance with Policy DM12(2) Energy Statements will be required for all major developments which propose enhanced emissions reduction, so that they can evidence those reductions.

In accordance with Policy DM12, all major commercial development proposals creating more than 2500sqm of new floorspace, will be required to achieve a minimum standard of 'BREEAM 'Good' as a minimum. This can be confirmed through the CIF but additional evidence should be provided in support.

**Your planning application will not be able to progress until a completed CIF, and all other relevant documents, have been submitted.**

## **PART ONE: DESIGN GUIDANCE**

## 5.0. ACCESS TO SERVICES, AMENITIES AND SUSTAINABLE TRANSPORT (20-MINUTE NEIGHBOURHOODS)

### Relevant Local Plan Policies:

- CP3: Health and wellbeing
- CP5: Climate change
- CP9: Transport and Accessibility
- CP11: Town Centres and Commercial Development
- DM1: Health
- DM29: Transport and Accessibility
- DM33: Town Centres
- DM34: District and Local Centres



### 20 Minute Neighbourhoods

- 5.1 The principle of 20-minute neighbourhood is about creating attractive, interesting, safe, walkable environments in which people of all ages and levels of fitness are happy to travel actively for short distances from home to the destinations that they visit and the services they need to use day to day – shopping, school, community and healthcare facilities, places of work, green spaces, and more. These places need to be easily accessible by foot, by cycle or by public transport – and accessible to everyone, whatever their budget or physical ability, without having to use a car<sup>1</sup>.
- 5.2 This brings multiple benefits – it encourages improvements to physical and mental health, strengthens local economies by keeping jobs and money local, supports community cohesion and reduces social isolation. It also brings opportunities to reduce carbon emissions and improve air quality.
- 5.3 Responding to the climate emergency requires changes at an individual level, and planning can help support a shift in transport and travel behavior.

### *Access to Services and Amenities*

- 5.4 To reduce the need to travel, and reduce carbon emissions from vehicles, new development should be located close to services, amenities and sustainable and active modes of transport, like bus, rail and cycle.

<sup>1</sup> [20 minute neighbourhoods \(tcpa.org.uk\)](https://www.tcpa.org.uk)



## Access to Sustainable Transport / Parking

- 5.5 Road transport is one of the biggest emitters of carbon dioxide into the atmosphere – and this includes the use of private vehicles. Within Blackburn with Darwen, 26% of carbon emissions are from transport<sup>2</sup>. Reducing the use of private vehicles can help cut carbon emissions by thousands of tonnes. We can encourage people to use alternative modes of transport by making sure that new developments are close to bus, rail and cycle connections and making it easier, more attractive and safer to use, whilst also making it harder to drive where alternatives exist. These interventions can also help reduce congestion and air pollution, and provide opportunities for greater exercise which can improve physical and mental health.



### When considering your development:

- Policies including Policy CP9: Transport and Accessibility and Policy CP11: Town Centres and Commercial Development and Policy DM34: District and Local Centres guide the location of development to the most sustainable areas, already served by local services and transport, to promote accessibility and support the concept of 20-minute neighbourhoods.
- Think about the context of the site, and how it can provide strong links to services, amenities and public transport such as bus and rail, and also to footpaths and cycle-paths.
- How can the development reduce car dependence, and encourage movement by sustainable and active means? Consider how the development can promote and support [active design](#).
- Is the development flexible to changing modal shifts in the future? For example, the change from petrol cars to electric vehicles.
- Prioritise people, not cars. Consider how pedestrians can access the site by foot and/or cycle. Provide a permeable network of streets and off-road routes for walking and cycling, with direct connections to services, amenities and public transport<sup>3</sup>, taking account of the Council's latest Local Cycling and Walking Infrastructure Plan (LCWIP).



<sup>2</sup> [BwD Climate Emergency Action Plan.pdf \(blackburn.gov.uk\)](#)

<sup>3</sup> Image from [National design guide.pdf \(publishing.service.gov.uk\)](#)



- Incorporate shared paths to promote social interactions, for example those to common activity spaces like parks, local centres or other communal areas.
- Provide secure, well-lit, convenient and easy to access cycle parking. Consider covered parking.
- Incorporate methods to slow vehicle speeds and calm traffic in residential developments (see also the Governments' [Manual for Streets](#)). Consider the use of low traffic neighbourhoods to reduce traffic and prevent vehicles from using quiet residential roads as shortcuts.
- Install Electric Vehicle Charging Points (EVCPs). Developments must ensure that they deliver appropriate numbers of EVCPs in accordance with Building Regulations, but delivery can go above those standard requirements. National Government remains committed to banning the sale of new petrol and diesel cars from 2030 which means expanding electric infrastructure to support the growth of alternative fuels.



- Promote innovative and flexible parking – for example the use of priority parking for car-sharers
- Undertake a Transport Assessment and Travel Plan. This is a requirement of Policy CP9 for some applications.
- Consider public transport access and connections to those hubs. Can any upgrades be provided in the local area, for example to quality bus stops or providing bus shelters.

- If providing new bus shelters, consider whether these can be 'greened', for example through the use of green roofs on a shelter. This may also help count towards any biodiversity net gain requirements.



*Well-designed places have a hierarchy of well-connected routes, such as boulevards, streets, roads, avenues, mews and courts. New developments help to reinforce or extend the movement network. For pedestrians and cyclists, direct links create good connections to public transport and promote active travel, particularly where they are along routes with low levels of vehicular traffic.*

- In commercial developments, provide facilities for cyclists such as showers and lockers
- Consider how green and blue infrastructure can be integrated along transport corridors, to positively impact amenity and enhance biodiversity.
- Further useful guidance can be found through the [BwD Local Cycling and Walking Infrastructure Plan](#), Government guidance on [Travel Plans, Transport Assessments and Statements](#). [Further web links and resources are provided in Appendix B.](#)

## 6.0 THE NATURAL ENVIRONMENT

### Relevant Local Plan Policies:

- CP3: Health and wellbeing
- CP5: Climate Change
- CP6: The Natural Environment
- DM15: Biodiversity
- DM16: Green and Blue Infrastructure
- DM17: Trees and Woodland
- DM27: Design in New Developments



### The Natural Environment and the Climate Emergency

- 6.1 The Climate Emergency and the Nature Emergency are closely intertwined. The 'State of Nature Report' (2019) shows that nature is depleting across the UK, and, as the climate continues to warm, wildlife and nature will continue to be affected, for example by extreme weather, habitat change and loss, migratory patterns, and the timings of seasons such as the impact on food availability / food shortages. However, nature is also a critical ally in the fight against climate change. Addressing climate change and biodiversity need to be considered together, and Nature-based solutions (NBS) can help us both reduce carbon emissions and allow nature to prosper. In addition, the Covid-19 pandemic has stressed the importance of people's connections to nature in supporting their health and wellbeing. Addressing nature alongside climate change, can bring significant and wide-ranging environmental, social and economic benefits.
- 6.2 The Council will be preparing a separate 'Natural Environment' SPD, which should be referred to following its publication. Natural environment is included in this SPD, with specific reference to the climate emergency.

#### When considering your development:

- All proposals need to consider nature and biodiversity. This should be considered in the very earliest stages of design and be integral to the development, supporting multi-functionality. For example, landscaping, trees and SuDS can help collect water, reduce flood risk and capture carbon as well as providing habitats for wildlife.
- The Environment Act, and Policy CP6 of the Local Plan, require all developments to achieve a minimum of 10% Biodiversity Net Gain (BNG), applying the mitigation

hierarchy: avoidance, minimisation and compensation. Ideally, BNG should be provided on-site, but, where this is not deliverable, it can be provided off-site. Only in exceptional circumstances should it be secured through the purchase of national off-site credits. Your development should detail what percentage of BNG is to be achieved, and how (on-site/off-site). The Council have prepared a BNG Planning Advisory Note to provide more guidance. In time, this will be replaced by a Natural Environment SPD covering all elements of the natural environment.

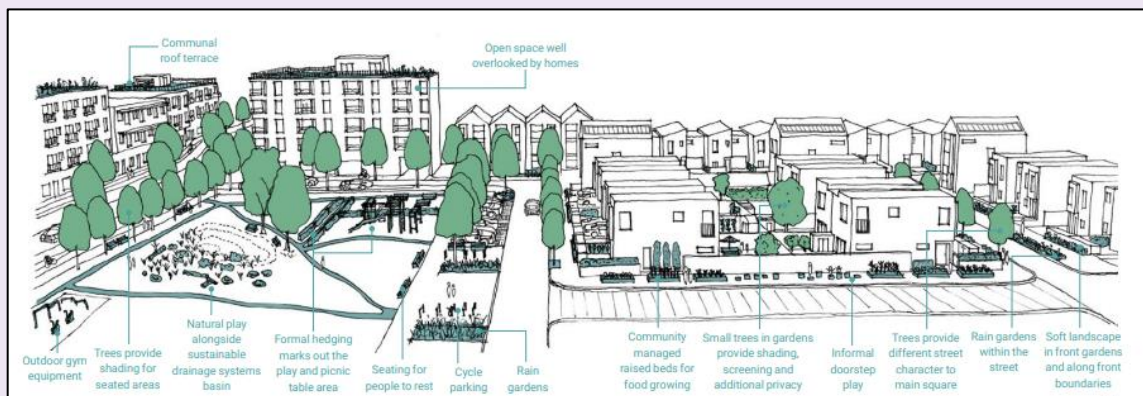
- The mitigation hierarchy should be followed, which seeks to avoid, minimise, remediate and compensate. Harm to biodiversity / habitats must always be avoided and minimised. Where avoidance is not possible, mitigation and, as a last resort, compensation, must be provided to at least equivalent value. Existing features and habitats within the application, such as trees and hedgerows, should be retained, where possible, and incorporated into design as appropriate.
- Policy CP6(6) encourages major developments to seek to achieve the Building with Nature Design Award as part of pre-application or outline planning approval. Major developments should detail this through the CIF. Whilst not a requirement, the Council will look favourably at applications that can use the award to demonstrate they have well-designed green/blue infrastructure within the development.
- In all other developments, the Building for Nature principles can be used to shape the design of multi-functional green (and blue) infrastructure. Multi-functional green (and blue) infrastructure includes those spaces that can be used for different purposes such as travel, recreation, nature and health and wellbeing. For example, the creation of a community woodland, or allotment, can enhance biodiversity, provide recreation and improve physical and mental health.
- All developments should consider additional nature features that can be provided, irrespective of whether the development mandates BNG – this includes features like bird boxes, bat boxes, fence gaps / hedgehog highways, insect habitats, ponds, grasscrete driveways and/or green roofs/walls. Green roofs and walls can contribute to your BNG uplift figures because they provide habitat.
- Incorporate native planting of trees, shrubs and flowers with species that are resilient to climate change and use them to create diverse habitats. Increasing the mosaic (variety) of habitats is supported.
- As part of diverse habitats, consider supporting pollinators by building pollen gardens, and noting existing 'B-lines (corridors for pollinators). B-lines can be found at [buqlife.org.uk](http://buqlife.org.uk).
- Consider connectivity of habitats, and how new habitats can link to existing habitats – for example as 'stepping stones' and corridors through urban areas – and Nature Recovery Networks. Even a connection of urban gardens and hedgerows can improve local





biodiversity. For example, the use of hedgerows, as opposed to timber fencing, can increase habitat and is more resilient to physical damage from wind.

- Use blue and/or green living roofs and walls on buildings. Ancillary buildings such as the roofs of garages, cycle storage and bus shelters can also be considered. Bi-solar roofs, where green roof and solar technologies are integrated, can help boost both solar energy and biodiversity.
- Policy DM17 guides how developments should consider trees, and should consider appropriate landscaping, tree planting, and tree cover. The appropriate types and location of trees should be carefully considered to provide shade, shelter and habitat and help mitigate flooding and improve carbon sequestration.
- National policy guides the provision of street trees in new developments. Deciduous street trees and other street planting should help provide shade and be used to soften visual impact and support biodiversity.



Source: Gov.uk National Design Code ([link](#)) – page 27

- Hedgerows should be incorporated into street designs to provide pollution barriers between vehicles, cyclists and pedestrians, and soften visual impact and support biodiversity.
- Take opportunities to assess and understand the natural capital benefits that can be provided through a development. Policy CP6 guides that Natural Capital Assessments may be required where the LPA considers it appropriate and tools like the 'Nature Tool' can be submitted to demonstrate the positive benefits a development may create.
- Policy CP6 sets that development should avoid disturbance of soils, especially those of high agricultural, environmental or carbon value such as peatlands. Where this soil is moved, or disturbed, think about what mitigation measures can be provided.
- Consider how different groups of people will access open spaces, and provide opportunities for social interaction. Different users can have different needs.
- The choice of location, scale and materials used in creating or enhancing green and blue infrastructure should be sympathetic to the character of the local area.

- The management and maintenance of green infrastructure should be identified early in the planning process, and factored into design and implementation.
- Plastic/artificial grass should not be used unless there is strong justification for its use, for example sporting facilities. It provides no biodiversity value, and leaks micro-plastics and chemicals into the local environment.
- Take all opportunities to change 'grey' to 'green' – for example, changing areas of grey, impermeable surfacing to green, permeable surfacing can help 'slow the flow' of rainfall as well as providing a more attractive environment and habitat for wildlife.
- Site layouts should seek to incorporate and enhance blue infrastructure features as part of design
- Applicants should consider how multi-functional green and blue infrastructure can be integrated into the development at the outset of the design process. This includes the landscaping for the site which should be intrinsically linked to proposals to sustainably managing surface water and 'slow the flow'.
- Developments should consider how carbon can be sequestered through soil engineering and enhancement, particularly on brownfield sites. The carbonation of soils (using calcium – often abundant in brownfield sites which contain demolition waste such as concrete dust and lime) can help capture carbon.<sup>4</sup>
- Further guidance can be found in the NHBS / RSPB ['Biodiversity In New Developments: creating wildlife friendly communities'](#)



Figure 1: NHBS/RSPB Biodiversity in new developments (hedgehog highways, bee bricks)

<sup>4</sup> [Carbon Capture Gardens: A Nature-Based Solution for Managing Urban Brownfield Soils for Biodiversity and Ecosystem Services - The Nature of Cities](#)

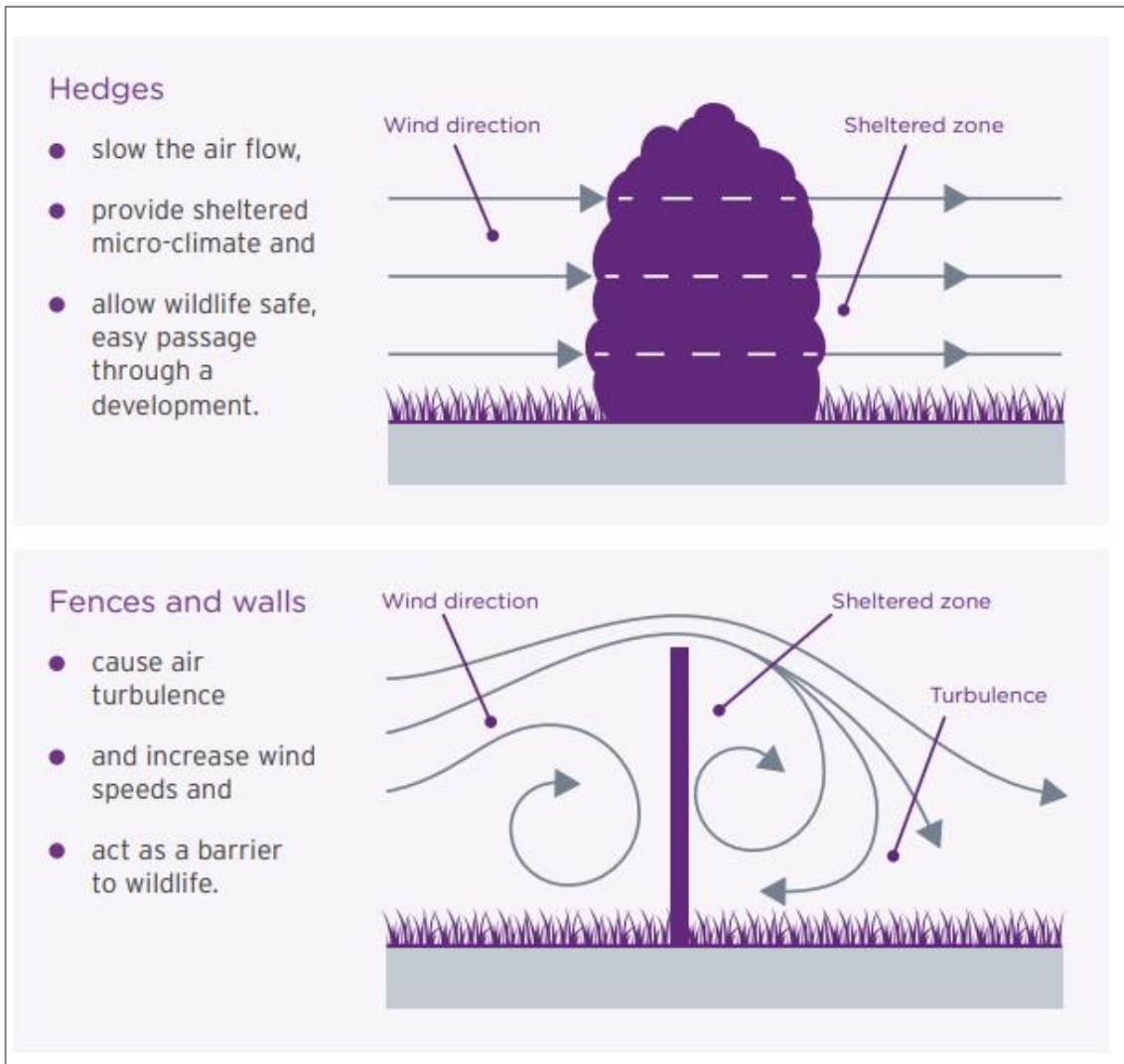


Figure 2: NHBC/RSPB Biodiversity in new developments

## 7.0 FLOODING, DRAINAGE AND WATER

### Relevant Local Plan Policy:

- CP5: Climate Change
- CP6: The Natural Environment
- DM3: Housing mix, standards and densities
- DM13: Flooding/SuDS
- DM15: Biodiversity
- DM16: Green and Blue Infrastructure
- DM27: Design in New Developments
- DM28: Development affecting watercourses, bodies and catchments



### Water and the Climate Emergency

- 7.1 Changing weather patterns are expected to bring wetter weather, with the potential for flooding, and drier weather, with the potential for drought. It is increasingly important to responsibly manage water as a vital and precious resource. In addition, the (pumped) supply of water to properties, and the treatment of waste water (purification) uses energy, generating carbon emissions which add to climate change. Managing water at a local level, for example harvesting and storing rain water, can help alleviate flood and drought and reduce carbon emissions.
- 7.2 Blue infrastructure (rivers, streams, canals, reservoirs, watercourses) is an essential part of green/blue infrastructure, acting as habitat and corridors for wildlife, providing active travel and leisure opportunities, and helping cool surrounding air in a warming climate. There can be a range of opportunities to link new developments to blue infrastructure, for example by improving cycle and pedestrian links to canals and river ways.

#### When considering your development:

- Policy DM3 sets a requirement for all new dwellings to comply with higher water efficiency standards (equivalent to 110 litres per person per day). Commercial and domestic properties should seek to reduce flow rates. Improvements to water efficiency can help reduce water and energy costs.



New development should have regard to flood risk from all sources (including fluvial (rivers, streams), pluvial (rainfall), surface water, sewer, reservoir and ground water flood risks). Applicants will need to demonstrate relevant sources have been considered through consultation with the relevant bodies.

- Site design should consider the site topography, natural occurring flow paths, temporary watercourses and any low laying areas where water naturally collects, to ensure a flood resilient design can be achieved.

Utilise rainwater harvesting and recycling – for example, the use of water-butts to store and re-use rainwater ('greywater recycling').

- Use rain gardens and considered planting schemes to intercept rainfall and 'slow the flow'. Rain gardens feature native shrubs, perennials and flowers, usually in a small depression, on a natural slope, and are designed to temporarily hold and soak in rain water runoff that flows from hard surfaces such as roofs, driveways and patios. Landscaping should be designed with plants that are resilient to a changing climate, including higher rainfall, drought and extreme temperatures.



*Figure 3: NHBC/RSPB Biodiversity in new developments*

- Avoid impermeable hardstanding and explore opportunities to integrate permeable surfacing with biodiversity – for example, through grasscrete on driveways and parking areas.

- Such permeable interventions can help reduce flooding and help reduce surface water pollution by filtering pollutants before they enter watercourses, making more attractive environments and increasing biodiversity. Limiting water pollutants also helps protect and improve water quality.

- New development should protect, and seek to enhance, existing blue infrastructure (rivers, streams, canals, reservoirs, watercourses) and consider how blue infrastructure can be integrated into the development – for example by enhancing pedestrian and cycle links to canals and riverways to promote leisure, recreation and travel opportunities. Any detrimental impacts on 'watercourse units' must be compensated and enhance under biodiversity net gain requirements.



- Inappropriate development should not be located in identified Flood Zones 2 and 3 (designated by the Environment Agency).



- In accordance with Policy DM13, new developments should not increase flood risk and should provide mitigation of any assessed risk through the development. Ideally, all developments should seek to deliver betterment to more efficient water management.
- New developments should be designed to be flood resilient. In accordance with [Environment Agency guidance](#), where development occurs in flood zones, the ground level of habitable parts of the home should be a minimum height above the expected flood level (typically by at least 600mm). Electricity points should be situated higher on the walls. Flood resistant materials should be used. Flood doors and gates should be designed in.
- Use Sustainable Urban Drainage Systems (SuDS). SuDS try to mimic natural drainage to reduce surface water run off by storing water on or near the site. They can also help improve water quality by filtering pollutants. SuDS can also be used to provide habitat, helping boost biodiversity net gain and meet mandatory requirements.
- Well-designed SuDS can also help reduce urban temperatures, improve amenity and support a sense of community, for example by providing accompanying features that people can meet and socialize around. In larger developments, this could include public art, wildlife watching platforms, travel trails and connections and integration with play areas.
- The Association for Environment Conscious Building (AECB) have developed a [Water Standard](#) to encourage the design of buildings with excellent water and energy performance. They sit aside 'Passivhaus' – to prioritise hot water savings (Passivhaus focuses on heating space, rather than water). Development proposals are encouraged to use accreditation schemes and detailed guidance to design in, and demonstrate, water efficiencies.
- The National Planning Guidance for [Flood Risk and Coastal Change](#) outlines that drainage systems, including SuDS, should follow a hierarchy of drainage options that give highest preference to in-ground or sustainable drainage systems. They are:
  - 1) Into the ground (infiltration)
  - 2) To a surface water body
  - 3) To a surface water sewer, highway drain / other system
  - 4) To a combined sewer
- Natural flood management techniques / multi-functional sustainable drainage systems must be prioritised examples include green roofs, rainwater harvesting, rain gardens, use of pervious and permeable surfaces, swales and channels, infiltration trenches, soakaways, detention basins and bio-retention.

## 8.0 ENERGY EFFICIENCY

### Relevant Local Plan Policy:

- CP5: Climate Change
- CP6: The Natural Environment
- DM12: Clean and Green Energy
- DM14: Environmental Opportunity Areas
- DM27: Design in New Developments



### Energy Efficiency

- 8.1 The Council's Climate Change and Natural Capital Study (CC&NCS) (2021) study, using 'SCATTER' data, found that greenhouse gas emissions for the borough are highest as a result of the combustion of fuel in buildings, manufacturing, construction and power plants; with the greatest contribution deriving from residential buildings. Households have been the single biggest emitter of GHGs in the UK since 2015 at almost 40% of the total emissions in the UK<sup>5</sup>. Carbon based fuels, including gas and fossil-fuel sourced electricity, are used to heat (or cool) spaces, heat water, provide light, keep food cool, and cook.
- 8.2 Whilst there are renewable sources of electricity, a significant amount of electricity still comes from the burning of fossil fuels. As we all look to wean ourselves from fossil-fuels, for example through the use of electric vehicles, electricity demand is set to increase and we need to decarbonize our power supplies. The domestic generation of low carbon and renewable energy, to support greater self-sufficiency and energy efficiency, is encouraged.
- 8.3 Energy efficiency, clean energy and renewable and low carbon energy schemes have a key role to play in promoting more sustainable forms of development, improving energy efficiency and reducing the production of greenhouse gases. This brings additional benefits, such as reduced fuel bills for households, particularly against a backdrop of continuously rising energy prices. Improving energy efficiency can therefore help tackle issues like fuel poverty and help to rebalance climate inequalities.
- 8.4 National government are encouraging greater levels of energy efficiency through domestic and commercial Building Regulations standards, including those ambitions set through the 'Future Homes Standards' and their steps towards achieving net zero ready

<sup>5</sup> [Average Carbon Footprint Per House In The UK \(energyguide.org.uk\)](https://energyguide.org.uk)

homes. This includes Part L governing the conservation of fuel and power, Part F governing ventilation and Part O governing overheating.

- 8.5 Policy DM12 of the Local Plan encourages enhanced emissions reduction measures above the requirement of current Building Regulations (although, in most cases, does not mandate additional requirements at this time). However, to help meet carbon reduction targets, the Council strongly encourage all developments to consider and deliver improved energy efficiencies, and include low carbon / renewable energy, in the design of new developments. Such environmental improvement measures will be considered as part of the planning balance.
- 8.6 As DM12 sets out, all new residential dwelling and commercial development must consider the energy hierarchy through its design, and set out how it has considered being lean, clean, and 'green'.

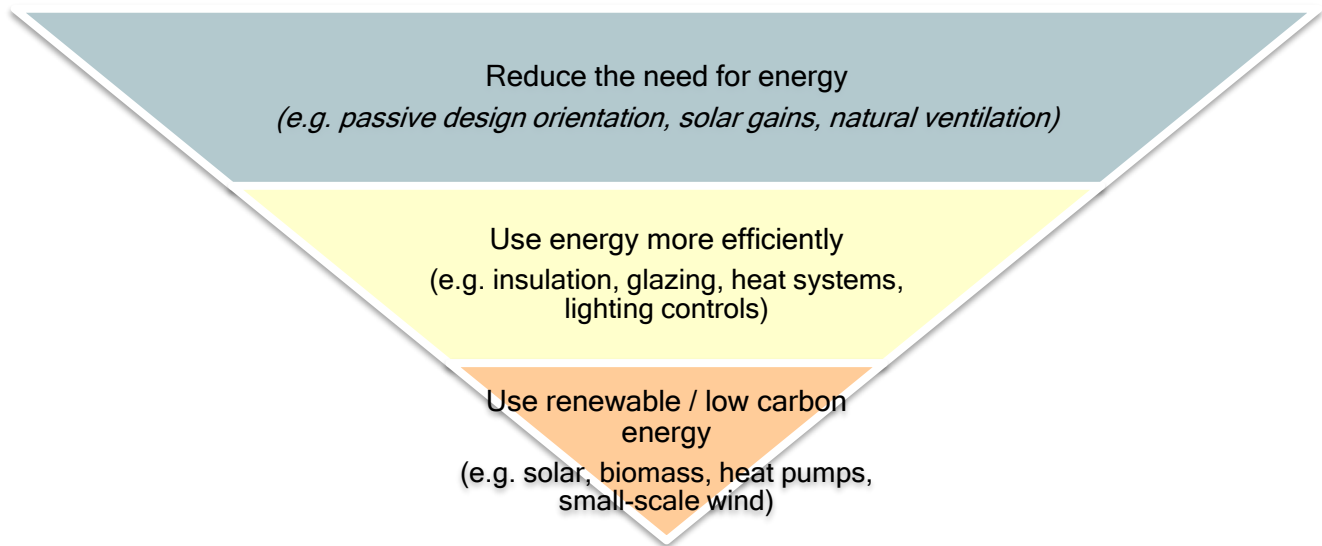


Figure 4: Energy Hierarchy

### Fabric First

- 8.7 One of the key ways to reduce the need for energy is by considering the materials, or 'fabric', used within the building – known as the 'fabric first' approach. By using materials that have a higher thermal performance, by providing enhanced insulation and by increasing airtightness, greater energy efficiencies can be achieved.

## Accreditation

- 8.8 Policy DM12 requires commercial developments of 2500sqm or more to achieve, as a minimum, BREEAM Good (or an accepted equivalent) standard. Further guidance can be found direct from the [BREEAM](#) website.
- 8.9 In addition, for all other developments, Policy CP3 encourages the use of accreditation schemes, including [BREEAM](#) (commercial), [Home Quality Mark](#) (residential) and [CEEQUAL](#) (infrastructure) to evidence that buildings are well-designed and sustainable.
- 8.10 Passivhaus also provide their own standard. Passivhaus gives a range of proven approaches to deliver net-zero homes which use very little energy for heating and cooling. Achieving the standard typically involves accurate design modelling using the Passive House Planning Package (PHPP), very high levels of insulation, airtight building fabric, ‘thermal; bridge free’ construction and a mechanical ventilation system with highly efficient heat recovery. Further information can be found from [Passivehaustrust.org.uk](#).

## Carbon off-setting

- 8.11 In some cases, the Council may require a developer to make a planning contribution to support carbon-off setting in the Borough. Carbon off-setting projects will be prioritized to ‘environmental opportunity areas’, particularly those where multi-functional benefits could be achieved. This requirement is detailed in Policy CP5 and Policy DM14 of the Local Plan.

## Embodied Carbon

- 8.12 There is no requirement in the Local Plan for developments to consider embodied carbon – that is, thinking about carbon over the whole lifetime of a scheme. For example, this can include the emissions associated with extraction and processing of materials, energy use in the factories and transport as well as the construction of the building. Ideally, we should be seeking to minimise embodied carbon and monitor performance, including assessing the performance gap (between what energy we expect a building to use, and then what energy the building actually uses).



## Circular Economy

- 8.13 Traditional economies have been linear, where resources are taken to make things, then they are consumed and thrown away. A circular economy looks to minimise the use of resources, by keeping them in use for as long as possible through repairing, recycling, redesign and reuse. Agencies like the UK Green Building Council (UKGBC) can provide further advice on [designing buildings for a circular economy](#).
- 8.14 Development schemes are encouraged to consider embodied carbon, and wider sustainability, through their design. The sustainability hierarchy of 're-use, repair, refurbish and recycle' can apply as equally to buildings and development as it does to everyday household items.

## District Heating Networks

- 8.15 District heating supplies heat and hot water to an area, or 'district' of buildings from a single energy source. Rather than each household (or building) using an individual boiler and pipe, decentralized heating schemes use a large, centralized energy centre to supply energy. Typically, this involves insulated pipes that run underground to deliver hot water. Heat networks work best in dense urban areas and the central source may often be an appliance or process which produces heat as a by-product.
- 8.16 Policy DM12 identifies that the Council have been undertaking techno-feasibility work into heat networks, and potential areas are shown on the Policies Map. Ongoing studies will present opportunities for connecting all appropriate existing buildings, and the potential for new or proposed development. The Council are supportive of the delivery of heat networks, and encourage new developments, particularly major schemes, to consider supporting and delivering heat networks.

### When considering your development:

#### *Design, layout, fabric*

- Consider the energy hierarchy from the earliest stages of the design of the development, using a 'Fabric First' approach. This approach allows for simple changes to the design, construction, and building fabric to produce greater energy efficiencies. Consider the use of building materials, including those seeking to achieve a high thermal performance (above Building Regulations). This can include the building fabric (e.g. brick, concrete, stone, tile, glass), breathable insulation, thermal bridging, airtightness, and thermal mass.
- In doing so, consider sustainable sourcing of materials (eg Forest Stewardship Council (FSC); CARES Steel certification, ISO 14001, BES 6001 Framework for Responsible



Sourcing). Where possible, materials should be locally sourced to reduce emissions involved in transportation of goods, and to support more local economies.

- Use passive solar design to reduce winter heating, limit summertime overheating and aid natural ventilation. Passive solar design uses the energy from the sun for the heating and cooling of living spaces, using windows and/or external fabrics, without relying on mechanical devices (e.g. air conditioning).
- However, design should seek to maximise solar gains in winter, by avoiding overshadowing, but also seek to avoid overheating in summer. To do so, consider things like solar shading and prioritisation of dual aspect.
- Allow appropriate distances to avoid overshadowing and impacts on solar gains
- Encourage the appropriate orientation of buildings to +/- 30 degrees to south, with south-facing glazing to allow the sun to penetrate the building and/or be absorbed by solar PV panels. Southern orientation should be prioritised in masterplans.
- Reduce the need for artificial lighting and use LED lights
- Darker colours can be used to help absorb radiant heat.
- Provide external shading to windows, including horizontal shading on south-facing facades / and movable shading on west and east facing facades e.g. shutters.
- Provide secure, natural, cross-ventilation; avoiding fixed window panes, maximising opening areas of windows through side hanging to allow more ventilation than that from top hung windows.
- Use thermal mass to help regulate temperatures and dampen temperature swings. Thermal mass refers to the ability of a material to absorb, store and release heat. This includes managing the absorption of heat and then its subsequent release. For example, polished concrete floors can absorb solar energy during the day and release it at night as temperatures cool.
- Keep it simple – simple and compact forms are more energy efficient. Buildings can be designed to reduce exposed surface areas to reduce heat loss through the roof and walls (including thermal bridging). This includes minimising the use of dormers and bay windows which would otherwise increase surface area.
- Optimise the use and placing of glazing to limit heat loss to north-facing walls and maximise solar gains on south-facing walls. Prioritise occupied spaces with larger windows on the south. Avoid large areas of east/west facing glazing.



*Figure 5: Example of window shades  
(National Design Guidance, CLG)*

- Keep roof design simple and angle roofs to optimise opportunities for solar PV – for example, asymmetric roofs can maximise the available area for PVs
- Use green and blue infrastructure to provide natural cooling – for example, through the use of SuDS and the design of landscaping.
- It was intended that, nationally, from 2025, no new gas boilers were to be fitted in newly built homes and all new homes would need an alternative heating system, for example heat pumps. The Council still encourage all new homes to consider alternative, low-carbon heating systems, to reduce carbon emissions and help future-proof homes. Ideally, new homes should avoid connection to the gas grid and, where available, seek to connect to district heating networks.
- New homes should consider the potential for renewable or low carbon energy (heat pumps, solar PVs, small-scale wind turbine, biomass, anaerobic digestions etc.). This should include its integration and location to minimise any impact on surrounding properties. Air source heat pumps are one of the most efficient, alternative ways of heating space and water.
- New and emerging technologies should be explored – for example, bio-solar – which mounts solar PVs on a green or blue roof.
- Industrial/commercial buildings are encouraged to provide solar roof panels due to the large expanse of roof area.
- Incorporate water efficiency measures. Water efficiency in new development has multiple benefits including a reduction in water and energy use, as well as helping to reduce bills. Water efficiency is a key component of the journey to net zero.
- The use of wood-burners is discouraged on the basis of worsening air quality and increasing associated health issues.



## 9.0 CASE STUDIES

### Commercial

#### **Land at Wainwright Way/Freckleton St, Blackburn (10/23/0374)**

*Construction of a new health centre providing services for dental care, opticians and hearing assistance (E(e)) including the formation of a new site access, associated landscaping and car parking*

9.1 This development was designed to achieve a BREEAM rating of “very good”, and meets the building regulation requirements for thermal performance and energy efficiency, with construction focusing on air tightness to reduce energy consumption for space and water heating. An attenuation pond will be provided on site for surface water soak-away. Embodied carbon has been considered through the design stage – the buildings steel frame is 100% recyclable and clad and fitted with recycled materials. Consideration has also been given to the use of recycled crushed hardcore for the sub-base. All construction waste will be separated into recyclable and non-recyclable waste specific



Figure 6: Campbell-Driver Partnership

to the materials. Large windows allow natural light to permeate the internal space, reducing energy requirements, whilst the installation of a solar shading device reduces the need for mechanical ventilation and cooling.

### Residential

#### **Land to the south of Whalley Old Road, Blackburn (10/22/0722)**

*Approval of the reserved matters for the access, appearance, landscaping, layout and scale for the erection of 165 dwellings pursuant to outline application 10/20/0716*

9.2 This development is located in a sustainable area close to public transport links, with two bus stops in close proximity to the site, and local services and amenities. The proposal has considered accessibility of the site by car, foot and cycle. Green infrastructure has been designed to include new and existing greenspaces which support pedestrian and cycle movement around the site, as well as providing multi-functional benefits including supporting biodiversity and providing attractive spaces.



9.3 The homes have been designed to improve energy efficiency and reduce water consumption. The Design and Access Statement confirms that eco-friendly optional extra are offered to occupants, and the sourcing and treatment of materials, transportation and delivery, packaging, and waste are considered through the chain. The development confirmed it has also been designed to be compliant with the 12 principles of Building for a Healthy Life.



Figure 7: Vistry: Design & Access Statement

**Land adjacent to Ashdale, Astley Bank, Darwen (10/21/0086)**

*Demolition of existing workshop building and erection of a single dwelling house with associated works to include landscaping.*

9.4 This proposed new dwelling was designed to significantly exceed the UK building regulation standards for energy efficiency. The building was designed to be highly insulated and sealed using the ‘fabric first’ approach to conserve energy (with a 10-15% expected improvement on building regulation requirements). Large elements of the building will be built into the ground to assist with thermal efficiency / mass.



Figure 8: SE Elevation (Good & Tilotson Chartered Architects)

9.5 The design of the building also includes overhanging roofs and terraces, to create natural solar shading. High performance solar control glazing is also incorporated. A small air source heat pump will be installed to provide hot water and heat supply, in addition to a state of the art mechanical ventilation / heat recovery system. The dwelling roof is a highly insulated green roof system; although solar PVs may be considered in future. All internal and external light

fittings will have low energy lamps, and external lighting will have controls to restrict operation to ‘dusk to dawn’ periods.

### **Land at Borrowdale Avenue, Blackburn (10/22/0223)**

*Erection of 13 bungalows*

- 9.6 Environment Agency data indicated that the site is susceptible to surface water run off towards Queen Park and may detrimentally impact development on the site. In response, the development included a series of bio-swales (linear grass depressions/channels that are designed to store/convey run off and remove pollutants).

### **Other**

### **Griffin Lodge, Cavendish Place, Blackburn (10/21/1306)**

*Restoration, refurbishment and extensions to Griffin Lodge for use as a primary care centre (Use Class E (e), including associated external works, car parking and vehicular and pedestrian access.*

- 9.7 The development proposed the re-use of an existing building, which is more sustainable than demolition and rebuilding. The design of the next extension sought to take account of sustainability, and features the provision of natural light to all areas. The building aims to achieve BREAAAM 'Very Good' rating, and is well located close to public transport. It also proposed additional cycle parking and electric vehicle charging points.

### **Renewable Energy**

### **Tauheedul Islam Boys High School, Sumner Street, Blackburn (10/23/0709)**

*Installation of solar PV panels (non-domestic buildings)*

- 9.8 The proposal sought the installation of solar PV panels on a school building, and sought prior approval under permitted development rights. The scheme would achieve an annual yield of 883.5 kWh/KWp and save 50,959 kg/year (*source: PV Report, Star 2023*).

### **Knowsley Farm, Knowsley Lane, Edgworth (10/22/0419)**

*Construction and operation of a combined ground mounted solar PV array (7kW) and wind turbine (5.5kW) with a maximum tip height of 17.5m*

- 9.9 This proposed the erection of a smaller 5kw domestic scale wind turbine and 7kw ground mounted solar array. This is equivalent to offset the annual electricity needs of around 4 households/10 people ([Planning Statement](#)). The project would run for up to 30 years followed by renewal or decommissioning. The principle of development acknowledged and established the need to move towards carbon neutrality, against assessments of the landscape, amenity, highways and ecological impact, concluding that the development should be granted.

## **PART TWO: CIF ASSESSMENT TOOL**

## **10.0 COMPLETING AND USING THE CIF**

10.1 The Climate Impact Framework (CIF) acts as a tool for both the Applicant and the Local Planning Authority to assess the predicted impacts of the proposed development against the climatic-based policies of the Local Plan. This should act as an iterative design tool, allowing the design to be reconsidered where proposals perform comparatively poorly against policy. It should also act as an assessment tool, allowing proposals to be fairly and transparently assessed, to ensure that the climate emergency is embedded within decision making.

**We encourage applicants to use the CIF at the earliest stages of a development, and during any pre-applications, to guide design.**

### **The CIF Assessment Tool**

#### ***Excel***

10.2 The CIF Assessment Tool has been designed as an Excel spreadsheet so it can provide the necessary functionality for the automatic assessments. It operates via a series of thematic based questions, with drop down response boxes to provide your answers. You can also provide additional/supporting comments and details of supporting documents. It has been designed to be easy to use and your responses should be provided using the yellow boxes. The tool will then automatically assess each answer as 'Red, Amber, Green' based on how well they meet, exceed, or fail, policy requirements. Details of how the scoring will operate is provided below.

10.3 The Excel tool contains links to 'CIF' mapping, which will help you answer some of the questions. The tool also provides links to relevant policies, supporting guidance and explains any specific policy requirements. You can follow links, or 'hover-over' boxes to view the guidance. **The Excel tool should be used in conjunction with the guidance provided through this SPD, although much of this guidance section is duplicated within the spreadsheet itself (just in a more condensed form!).**

10.4 We cannot publish a copy of Excel on our website so to obtain a copy of the Excel template you must complete [this form](#) with your email address to be automatically sent a copy via email. Alternatively, you can email [CIF@blackburn.gov.uk](mailto:CIF@blackburn.gov.uk) to request a copy. **We encourage you to use Excel for full functionality reasons.**

10.5 There are TWO versions of the CIF assessment tool: one for major residential, commercial or mixed schemes, and one for minor residential schemes. The CIF for minor residential schemes contains a reduced number of questions. You should complete the CIF assessment tool which relates to your scheme – dependent on whether you are proposing major or minor new-build development.

**Standard Form (pdf)**

10.6 In those cases where Excel cannot be accessed or used, then you should complete a paper form. This collects the same information as the Excel form, but you will not be able to see how the development is RAG assessed. Instead, you will need to rely on the guidance of this section to set out the requirements and explain how each question will be assessed. A copy of the form can be found in Appendix D of this SPD.

**Your application will not be validated until a completed CIF (via Excel or paper form) is submitted.**

CIF Questions		Your responses (please complete the yellow boxes)		
		Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.
Bus services	11	Is the proposed development within 800 metres of an existing bus stop?	Yes	
	12	Is the creation of new or enhancement of existing bus stops proposed through the development?	No	
Rail services	13	Is the proposed development within 800 metres of an existing rail station?	No	
Cycling	14	Is the proposed development within 800 metres of an existing/proposed cycle path?	Yes	
	15	Is the creation of new, or enhancement of existing, cycle paths proposed through the development?	No	
Services & Amenities	16	Is the proposed development within 800m of a retail centre (town, district, local centre)	Yes	
	17	Is the proposed development within 800m of a primary school	No	
	18	Is the proposed development within 800m of a GP	No	
	19	Does the proposed development introduce any new services?	No	
General Transport	110	Will the proposal contribute to the enhancement of sustainable transport in any way (e.g. through S106 contributions or design)?	Yes	
	111	Has a Travel Plan been provided? (Policy CP9(2))	No	
	112	Is a Transport Assessment / Statement provided?	Yes	
	113	If Yes, Does it identify the frequency and extent of public transport?	Yes	

Figure 5. A screenshot of the CIF.xls showing questions in blue and answer boxes in yellow.

Supporting Policy, Guidance and Mapping Links			RAG Assessment
Mapping Link Available?	Relevant Local Plan Policies / Additional guidance	Specific Policy Requirements / Why it matters	Score
<a href="#">ACCESS MAPPING</a>	CP3: Health and wellbeing CP5: Climate Change CP9: Transport and Accessibility CP11: Town Centres & Commercial Development DM1: Health DM16: Green and Blue Infrastructure DM29: Transport and Accessibility DM34: District & Local Centres	<a href="#">Specific Policy Requirements / Why does this matter?</a>	Green
<a href="#">ACCESS MAPPING</a>	CP9: Transport and Accessibility	<a href="#">Specific Policy Requirements / Why does this matter?</a>	Green

The concept of a 20-minute neighbourhood is an ambition of the Council which is supported through **the Local Plan**. It aims to allow people to meet their daily needs within a 20-minute walk - widely accepted to be an 800 metre distance.

By encouraging new development to be located as closely as possible to services and amenities, well-connected by public transport services or active travel opportunities, we can help promote sustainable and active travel and discourage the use of private vehicles. This helps improve health opportunities, reduce vehicle emissions and improve air quality whilst supporting sustainable communities.

**Policy DM34** defines retail centres as town, district or local centres.

Figure 6. A screenshot of the CIF.xls showing mapping web-links in blue, and 'hover-over' text in black.



## The Applicant

10.7 The Applicant should complete the CIF form using the guidance provided in this section. Where relevant, further supporting commentary to justify the rating should be provided in the 'Assessment Conclusions/Additional Supporting Commentary' section of the form. To aid the Local Authorities assessment of the proposal, the Applicant should identify where information relating to each question can be found within the supporting information submitted with the application package.

## The Local Authority

10.8 Upon receipt of the completed CIF from the Applicant, the Local Authority will use the CIF form to assess the proposals. Where there are areas of difference or where information is not clear or not provided, the Local Authority will liaise with the Applicant to seek further information or clarity.

10.9 To aid the consideration of each category assessment, a list of 'consideration points' are noted as prompts to help the Applicant/Local Authority consider the impacts of the proposals in relation to the categories. Justification in response to the 'consideration points' should be provided in the 'Assessment Conclusions/Additional Supporting Commentary' section of the table.

### How the CIF tool works

10.10 The CIF assessment tool requires the planning applicant to answer a series of thematic based questions.

10.11 The CIF is split into the following categories:

- Sustainable Transport
- Natural Environment
- Flooding/SUDS
- Energy

10.12 Each question provides information on how well the policy helps support mitigation and adaptation to climate change, and links to a policy, or policies, set within the Local Plan.

10.13 Some of the questions are assigned 'RAG' scoring (Red-Amber-Green) based on how well they accord with policy, with red indicating areas performing poorly against our policy requirements, and green indicating areas performing well against our policy requirements.

10.14 You can provide accompanying commentary, and links to supporting documents, to support (or justify) your answers.

10.15 Typically, the assessments will assign colours as follows:

- Exceeds local policy requirements
- Meets local policy requirements
- Meets local policy guidance / doesn't fail policy requirements
- Fails to meet local policy requirements
- Not applicable / no formal policy requirement

10.16 The above assessments are broadly indicative of how well a development accords with policy and/or guidance. For example, Policy CP6(5) encourages developments to achieve the Building with Nature award, but there is no formal policy requirement for developments to do so. Therefore, in the RAG assessments, developments that achieve the award will be assessed positively (dark green), but having no accreditation will not result in a negative assessment (red) because there is no specific policy requirement. Conversely, Policy DM17(3) requires the loss of trees to be replaced at a 3:1 ratio, and so failure to replace at this ratio will result in a negative assessment against policy (red), although justification text can be provided to explain the deviation from policy requirements.

10.17 The CIF will then automate the production of a summary sheet, and it will be this table that will be included in officer reports as a visual summary of how well the policy performs against climate change policies. However, all the answers you provide will be considered by the planning officer in their determination.

10.18 Planning Officers will consider your application as a whole, and assess the outputs of the CIF in relation to the overall 'planning balance'. The 'traffic light' system integrated into the CIF will enable a quick (visual) indication as to how the proposed development performs in specific reference to climate change and the environment, and where potential improvements can be made.

10.19 This section of the SPD details the questions included through the CIF Assessment tool. Where RAG assessment applies, a brief summary of how the question will be assessed as Red-Amber-Green is provided within the table. You must be honest with your responses and provide appropriate evidence/justification referring to other application supporting documents wherever possible. The CIF will be checked and reviewed by the Council as part of the determination process.

10.20 Not all questions will warrant the full spectrum of 'RAG' assessment. For example, some questions requiring a 'Yes' or 'No' answer, will just have 'green' or 'red', respectively, assigned to them.

10.21 Not all questions may be relevant to your application. You should answer these as 'not applicable' and provide any supporting commentary.

10.22 Any responses that will generate a 'red' response, to indicate that they fall behind expected policy standards, must provide an appropriate justification. **The receipt of a red rating does not mean that your planning application will be refused, but you will be expected to justify why the requirement cannot be met.** The only exception to this relates to biodiversity net gain as it is a legal requirement that *all relevant developments* deliver this.

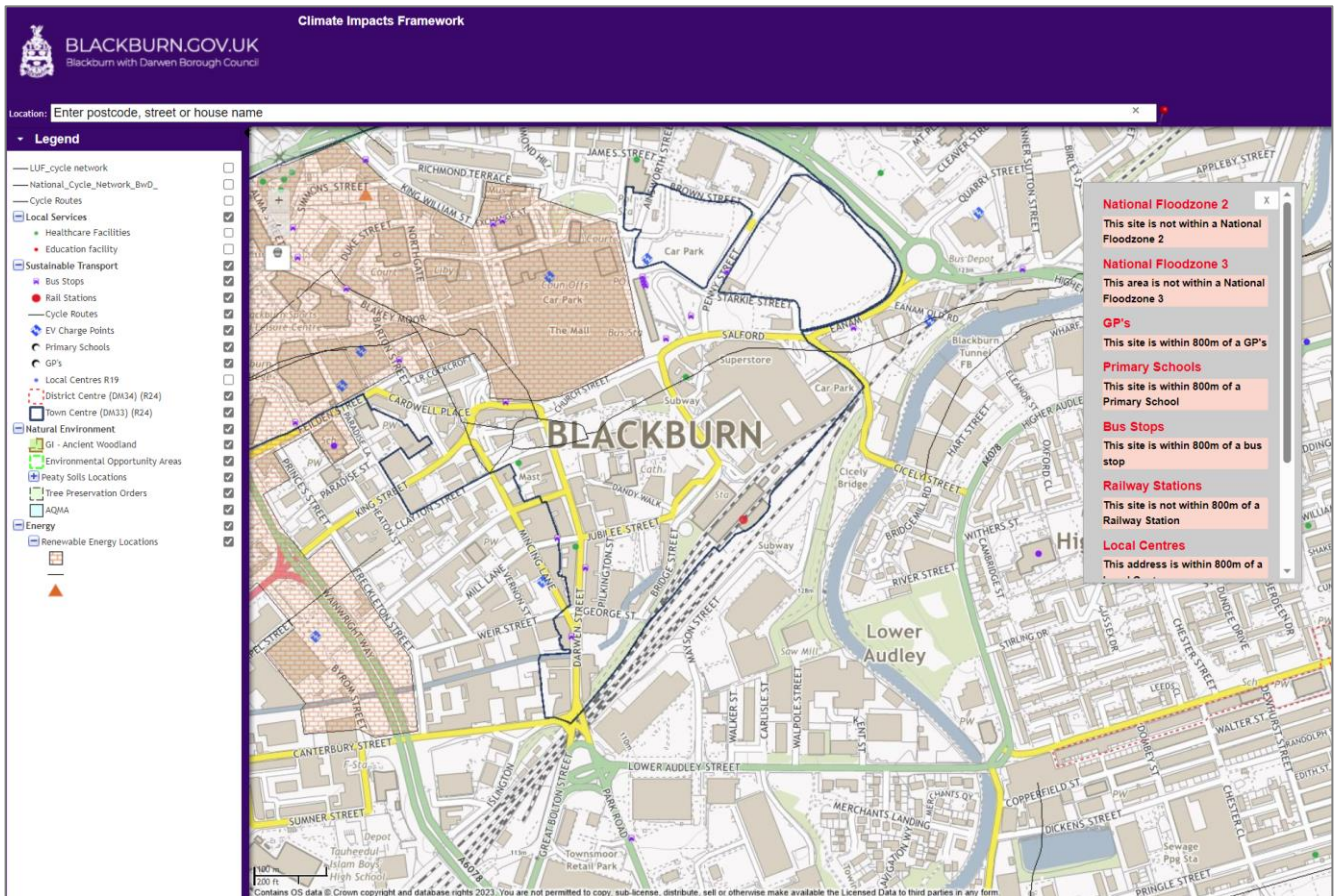
## Using the CIF Mapping

10.23 We have produced mapping to support the completion of the CIF questions – available on our [Council webpages](#). The CIF assessment tool identifies those questions that can be completed using our mapping, and also provides links to the mapping. The mapping will open in a new internet browser tab.

### To use the mapping

1. Open the [CIF mapping on the Council webpage](#). On opening, a map of the borough will be displayed centrally.
2. The left hand side of the map contains a link of all the layers you will need to complete the CIF. These are grouped by assessment theme and you can use the check boxes aside them to toggle the layers on and off. For visual reasons, many of the layers are set so they only appear when zoomed into lower levels.
3. Use the location search bar at the top of the page to find the proposed application site. As you type, a list of addresses will appear. Click on the address you wish to find.
4. Alternatively, you can zoom in / out and pan around the map to find the proposed application site.
5. On the mapping, click anywhere within the proposed development site. A pop up box will appear, confirming whether the site is within set distances of local services and transport, whether it is located within designated natural environment features (e.g. in a flood zone, or environmental opportunity area), and whether it is located in designated renewable energy locations.
6. Use this information to answer the questions on the CIF form. Information is displayed against the corresponding CIF question.



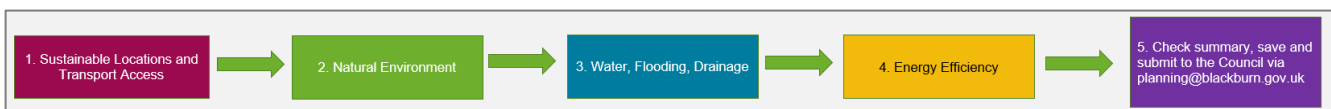


NB. Ideally, when using the mapping, you should **click centrally within the site**. You should be aware that the mapping is drawn to set distance buffers/boundaries, based on how the crow flies, and in some cases they may cross a site. For example, the front of a site may be within 800m of a bus stop, but the rear of the site may not. You can make any additional comments through the CIF Form.

NB: Our mapping is based on the best information available to us and data is periodically updated and reviewed. Any errors or issues with the data can be reported to us. Or flagged in your accompanying justification.

## Using the Excel worksheet tabs

10.24 The CIF requires users to navigate a series of tabs, each based on a theme.



10.25 Information accompanying each tab is provided below.

## **CIF SECTION 1: Sustainable Locations and Transport Access**

### ***Why is this important?***

- 10.26 Planning can support a shift in transport and travel behavior to reduce private car usage and carbon emissions, improve air quality, promote active travel and encourage health improvement opportunities. The Council will give positive weight to those development proposals that have good connections to local transport, services and amenities and support '20-minute neighbourhoods'.
- 10.27 Your responses should indicate whether the development proposal is within a good walking distance of transport services, key services and existing retail centres (designated as town, district or local).
- 10.28 Walkable neighborhoods are typically characterized by having a range of facilities within 10 minutes comfortable walking distance, which is typically taken to be a distance of 800 metres, measured as the crow flies. Ideally, this should be calculated from the centre of the site. However, the Manual for Streets guidance states this is not an upper limit and walking provides the greatest potential to replace short car trips, particularly those under 2km. Developments should consider how they support sustainable, and active, travel between new developments and supporting services/amenities.

### ***Which policies / guidance are of key relevance?***

- CP3: Health and wellbeing
- CP5: Climate Change
- CP9: Transport and Accessibility
- CP11: Town Centres and Commercial Development
- DM1: Health
- DM16: Green and Blue Infrastructure
- DM29: Transport and Accessibility
- DM34: District and Local Centres
- [Planning Advisory Note: Air Quality](#) (July 2018)
- [Blackburn with Darwen Borough Council Parking Standards](#) (April 2014)
- [Manual for Streets](#), gov.uk

### ***How to answer the questions (in Excel)***

- 10.29 Your response boxes are shown in yellow.

- 10.30 Each question has a primary response box, in most cases containing a drop down list of set responses. Select the answer from the drop down box. This will form the basis for the RAG Assessment, which is automatically determined based on your response.
- 10.31 Where a question is not relevant, please choose 'not applicable' from the list.
- 10.32 For each question, you can enter additional / supporting comments. Use this box to provide any accompanying justifications or explanations that you feel will help demonstrate why the development is sustainable, for example, frequency of bus services to the site. Comments in this section will be used when considering your application. For example, if the development is not within 800m of a rail station, but is within 1000m of a rail station (15-20 minute walk) , or within short distance of a connecting bus route, then you can explain why you consider this is still sustainable.
- 10.33 For each question, you should also detail any evidence documents where further information / evidence may be found.
- 10.34 Some types of development may answer 'not applicable' to some or all questions. These may include developments which generate minimal employment or visitor travel. If you answer 'Not applicable' you should briefly explain why

### *What information should you use?*

- 10.35 Use the online [CIF mapping](#) to help you complete the following questions:
- Whether the development is within 800 metres of a bus stop
  - Whether the development is within 800 metres of a rail station
  - Whether the development is within 800 metres of a retail centre (defined by Policy DM34 as town, district or local centres)
  - Whether the development is within 800 metres of a primary school
  - Whether the development is within 800 metres of a GP / Doctor surgery
- 10.36 Information to answer the other questions may be sourced from the following:
- Planning Statement
  - Design and Access Statement
  - Transport Assessment / Statement
  - Travel Plans

## *Things to consider in design / through the CIF*

10.37 Through your planning application, you should consider:

- Whether the proposal is within walking distance (800m) of a bus stop or rail station
- Whether the proposal includes the creation of new, or enhancement of existing, bus stops
- Whether the proposal is within easy travel distance of an existing or proposed cycle route
- Does the submitted documentation identify local transport modes and describe whether active travel routes are safe, well-lit and that surfaces are appropriate all year round?
- Does it identify whether bus stops are well sheltered from wind and rain and provide service information?
- Whether the public transport modes and local services can be accessed safely, and routes are accessible to all?
- Does the proposed development introduce new public transport modes or local services?
- Whether the proposal is within 800m of key services and amenities?
- Whether any new services are proposed through the creation of the development, eg. shop, GP
- Has a Travel Plan been submitted? Does it identify sustainable modes of transport within or in close proximity to the site?
- Whether the public transport modes and local services can be accessed safely, and routes are accessible to all?
- Does the Transport Statement/Assessment identify the frequency and extent of public transport?
- Whether the proposal contributes to the enhancement of sustainable transport in any way (e.g. through S106 contributions, or design etc.)?
- Are there any proposals for the use of car club schemes?
- Whether the proposed cycle parking/storage is covered?
- Whether the proposals go above and beyond the minimum policy requirements? If so, provide detail.

## *How will your development be assessed through the RAG?*

10.38 The concept of a 20-minute neighbourhood is an ambition of the Council which is supported through the Local Plan. It aims to allow people to meet their daily needs within a 20-minute walk - widely accepted to be an 800 metre distance. By encouraging new development to be located as closely as possible to services and amenities, well-connected by public transport services or active travel opportunities, we can help promote sustainable and active travel and discourage the use of private vehicles. This helps improve health opportunities, reduce vehicle emissions and improve air quality whilst supporting sustainable communities. Policy DM34 defines retail centres as town, district or local centres.

10.39 By encouraging new development to be located as closely as possible to existing public transport services or active travel opportunities, or supporting the creation of new opportunities, we can help promote sustainable and active travel and discourage the use of private vehicles. Policy CP9 requires new developments likely to generate significant numbers of car journeys to provide a travel plan, setting out the measures that will be taken to reduce reliance on the use of private car for journeys to/from the site, and be supported by a transport statement or transport assessment.

10.40 To reduce private vehicle usage, and promote sustainable and active travel, it is important that the supporting infrastructure is in place to encourage behavioral shift. Policy DM29 requires new development to consider all highway users, public transport, active travel and parking provision - including electric vehicle charging points and cycle parking.

CIF Questions			Options / RAG Assessment Colour				
			Exceeds policy requirements	Meets policy requirements	Meets policy requirements / guidance	Fails policy requirement	N/A
<b>Bus services</b>	1.1 <a href="#">MAP</a>	Is the proposed development within 800 metres of an existing bus stop?		Yes	No		Not applicable
	1.2	Is the creation of new or enhancement of existing bus stops proposed through the development?		Yes	No		Not applicable
<b>Rail services</b>	1.3 <a href="#">MAP</a>	Is the proposed development within 800 metres of an existing rail station?		Yes	No		Not applicable
<b>Cycling</b>	1.4 <a href="#">MAP</a>	Is the proposed development within 800 metres of an existing/proposed cycle path or route?		Yes	No		Not applicable
	1.5	Is the creation of new, or enhancement of existing, cycle		Yes	No		Not applicable



		paths proposed through the development?		Yes	No		
<b>Services &amp; Amenities</b>	1.6 <a href="#">MAP</a>	Is the proposed development within 800m of a retail centre (town, district or local centre)		Yes	No		Not applicable
	1.7. <a href="#">MAP</a>	Is the proposed development within 800m of a primary school		Yes	No		Not applicable
	1.8 <a href="#">MAP</a>	Is the proposed development within 800m of a GP		Yes	No		Not applicable
	1.9	Does the proposed development introduce any new services? For example, local retail, GPs, schools.		Yes	No		Not applicable
<b>General Transport</b>	1.10	Will the proposal contribute to the enhancement of sustainable transport in any way (e.g. through S106 contributions or design)?		Yes	No		Not applicable
	1.11	If required, has a Travel Plan been provided?		Yes		No	Not applicable
	1.12	If required, has a Transport Assessment / Statement provided?		Yes		No	Not applicable
<b>Electric vehicle charging points (EVs / EVCPs)</b>	1.13	Does the proposed development provide appropriate provision for EVCPs in line with the appropriate parking standards?*	More points than standards require	Points in line with standards		Less points than standards require	Not applicable

<b>Cycle parking</b>	1.1 4	Does the proposed development provide an appropriate level of cycle parking, as specified in the latest Parking Standards?	More than standards require	In line with standards		Less than standards require	Not applicable
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\* Parking standards are as relevant Building Regulation Standards, and detailed through the [BwD Air Quality Planning Advisory Note](#).

Note on Mapping Sources

Q.1.1 – Bus stop data, Blackburn with Darwen Borough Council

Q1.3 – Rail station data, Blackburn with Darwen Borough Council

Q1.4 – Cycle route data, Blackburn with Darwen Borough Council

Q1.6, 1.7, 1.8 – Services and Amenities data, Blackburn with Darwen Borough Council

## **CIF SECTION 2: The Natural Environment**

### ***Why is this important?***

10.41 The Climate Emergency and the Nature Emergency are closely intertwined, and nature is also a critical ally in the fight against climate change. Addressing climate change and biodiversity need to be considered together, and Nature-based solutions (NBS) can help us both reduce carbon emissions and allow nature to prosper. Addressing nature alongside climate change, can bring environmental, social and economic benefits.

### ***Which policies / guidance are of key relevance?***

- CP5: Climate Change
- CP6: The Natural Environment
- DM2: Protecting living and working environments
- DM16: Green and Blue Infrastructure
- DM17: Trees and Woodland
- Biodiversity Net Gain Planning Advisory Note (forthcoming)
- Tree and Woodland Strategy (forthcoming)
- [Planning Advisory Note: Air Quality](#) (July 2018)

### ***How to answer the questions (in Excel)***

10.42 Your response boxes are shown in yellow.

10.43 Each question has a primary response box, in most cases containing a drop down list of set responses. Select the answer from the drop down box. This will form the basis for the RAG Assessment, which is automatically determined based on your response.

10.44 Where a question is not relevant, please choose 'not applicable' from the list.

10.45 For each question, you can enter additional / supporting comments. Use this box to provide any accompanying justifications or explanations that you feel will help demonstrate why the development is sustainable. Comments in this section will be used when considering your application. For example, if the proposed development results in the loss of trees, but the tree replacement ratio falls below the policy requirement of 3:1 (3 trees replaced for every one tree lost), then you should explain why this is the case. If the development is to be located on carbon rich (peat) soils, then you should outline any mitigation / restoration / enhancement measures that are being proposed.



10.46 For each question, you should also detail any evidence documents where further information / evidence may be found.

### *What information should you use?*

10.47 Use our online [CIF mapping](#) to help you complete the following questions:

- Whether the site is located on carbon rich (peat) soils
- Whether the proposed development is located on high quality agricultural land (Grade 1,2, or 3a)
- Whether the site is located in an Air Quality Management Area

10.48 Information to answer the other questions may be sourced from the following:

- Planning Statement
- Design and Access Statement
- Biodiversity Metrics
- Biodiversity Statement
- Tree Surveys
- Landscaping Assessments / Proposals

### *Things to consider in design / through the CIF*

10.49 Through your planning application, you should consider:

- Whether the proposals achieve the required minimum 10% BNG?
- Whether BNG can be accommodated on-site or off-site in strategically significant areas close to the development site?
- Whether any habitats are protected by statutory designations?
- Whether the loss of habitat is avoidable through design considerations?
- Whether the proposals can achieve a Building with Nature Design Award?
- Whether additional design features have been considered to support wildlife - eg nest boxes?
- Whether design has considered impacts of lighting on nocturnal species?
- Whether there are any urban spaces where greening measures could be added?
- Whether drought resistant plants form part of landscaping?
- How to minimise the use of pesticide, weedkiller and fertiliser
- Whether the proposals go above and beyond the minimum policy requirements? If so, provide detail.
- Whether the development can be accommodated without the loss of trees?
- The level of tree planting proposed; are lost trees being replaced at a ratio of 3:1?
- Whether the trees proposed are suitable in terms of the species proposed (both in terms of growth in maturity and native species)

- Whether alternative sites/designs have been investigated where development is located on carbon rich soils such as peat?
- Where carbon rich soils are disturbed/damaged, has a Peatland Management Plan been submitted? Are there any peatland restoration works proposed?
- Is the proposal located in an AQMA?
- Has the development considered how to reduce emissions?

*How will your development be assessed through the RAG?*

- 10.50 The Environment Act 2021 & Policy CP6(1) requires all development (other than that exempted) to achieve a minimum 10% net gain in biodiversity. Ideally, this should be delivered on the same site as the development (on-site), but, where this is not possible, the habitat gains may be delivered on a different site (off-site). You should use a qualified and experienced ecologist, from the earliest stages of your development proposal, to assessing the biodiversity baseline and integrate BNG into the design of your development. It is a legal requirement that relevant schemes achieve a minimum of 10% BNG. Many BNG interventions can also be used to address the climate emergency, including tree planting and sustainable urban drainage systems.
- 10.51 Policy CP6 requires all developments to conserve and enhance biodiversity, whilst Policy DM27 requires development to consider nature in their design. In accordance with DM27, all developments should include nature-friendly features, even where BNG is not mandated. Design features of new developments should be used to provide the roosting, nesting, foraging and movement that our native species need to survive.
- 10.52 Policy CP6(5) encourages major developments to achieve the Building with Nature Design Award. The Building with Nature Design Award is an accreditation tool that can help evidence your development has considered nature and blue/green infrastructure and they are well designed and integrated into the proposal.
- 10.53 The Council encourage tree planting as a key tool against climate change - as they store carbon, provide shading and cooling from warming temperatures, provide habitat, improve drainage and provide a range of other benefits including for our health. Policy DM17 requires that all development incorporates existing trees and hedgerows into the design of schemes, and promotes an increase in tree cover where it does not threaten other vulnerable habitats. Policy DM17(3) requires that any trees which are removed are replaced at a minimum 3:1 ratio (3 trees planted for each 1 removed).
- 10.54 Soil typically stores a lot of carbon, and its disturbance (movement, digging up etc) releases carbon and other greenhouse gases into the atmosphere. It is therefore important that we use soils to store as much carbon as possible.

10.55 Policy CP6(3) requires development to safeguard the best agricultural land, and avoid disturbance of soils, especially those with high environmental (carbon) value), as well as to conserve soil resources.

10.56 Air quality significantly impacts people's life and lifespan. In the UK, between 28,000 and 36,000 deaths a year are attributed to exposure to air pollution. Air pollution is closely linked to carbon emissions - for example, vehicle exhaust fumes or burning of carbon fuels, including domestic wood burners. These emission gases then get trapped in the atmosphere, in turn warming the planet. Reducing pollution to improve air quality can save lives, reduce the health-care impact on the NHS, and improve our communities. Policy CP6(5) requires all development to have a neutral or positive impact on air and water quality.

CIF Questions			Options / RAG Assessment Colour				
			Exceeds policy requirements	Meets policy requirements	Meets policy requirements / guidance	Fails policy requirement	N/A
<b>Biodiversity</b>	2.1	Is your development required to provide BNG?	Yes / No				
	2.2	Does the proposed development provide a minimum of 10% biodiversity net gains?	Yes – More than 10%	Yes – 10%		No	Not applicable
	2.3	Is BNG to be provided on site, off-site, or a combination of the two? Or national credits?	On site	On & Off site OR Off-site	National Credits	Unknown / No details provided	Not applicable
	2.4	Are other design features included, for example bird boxes, swift bricks, bat boxes, hedgehog highways or ponds?		Yes		No	
	2.5	If a major residential scheme, does the proposed	Yes - Building with nature	Yes - other accredited	No		Not applicable – commercial scheme

		development achieve a Building with Nature Design Award?	award accredited				
<b>Trees &amp; Woodlands</b>	2.6	Does the proposed development result in the loss of trees on site?					
	2.7	If Yes, How many trees are to be lost?					
	2.8	Does the proposed development include new tree planting?					
	2.9	If Yes, how many trees are to be planted?					
	2.10	Net change (auto-calculated)					
	2.11	Ratio (auto-calculated, policy requires min 3:1 = 0.33)		>0.33		<0.33	
<b>Soils</b>	2.12 <a href="#">MAP</a>	Is the site allocated on carbon rich (peat) soils?		No	Yes		
	2.13.	If Yes, is there mitigation of restoration / enhancement proposed?		Yes		No	Not applicable
	2.14 <a href="#">MAP</a>	is the proposed development located on high quality agricultural land (Grade 1,2,3a)		No	Yes - Grade 3b / 4 / 5	Yes – Grade 1 / 2/ 3a	
<b>Air Quality</b>	2.15. <a href="#">MAP</a>	Is the proposed development located in an AQMA?		No	Yes		
	2.16.	If Yes, is any mitigation of air quality proposed?		Yes		No	Not applicable

Note on Mapping Sources

Q.2.12 – Peat coverage, UK Soil Observatory (bgs.ac.uk)

Q2.14 - Agricultural land, [Natural England Open Data Geoportal \(arcgis.com\)](#)

Q2.15 – Air Quality Management Area data, Blackburn with Darwen Borough Council

## **CIF SECTION 3: Water, Flooding and Drainage**

### *Why is this important?*

- 10.57 Changing weather patterns are expected to bring wetter weather, with the potential for flooding, and drier weather, with the potential for drought. It is increasingly important to responsibly manage water as a vital and precious resource. Managing water at a local level, for example harvesting and storing rain water, can help alleviate flood and drought and reduce carbon emissions. Rivers, streams, canals, reservoirs, watercourses etc. are also an essential part of green/blue infrastructure, acting as habitat and corridors for wildlife, providing active travel and leisure opportunities, and helping cool surrounding air in a warming climate. There can be a range of opportunities to link new developments to blue infrastructure, for example by improving cycle and pedestrian links to canals and river ways.
- 10.58 Some intervention measures, like Sustainable Urban Drainage Solutions, and Natural Flood Management techniques, can help provide 'green' methods of draining, storing and processing water. They can also help provide habitats, recreational spaces and make our environment more attractive to live in. Further guidance on flooding and drainage design considerations can be found in the 'Part 1' guidance section.

### *Which policies / guidance are of key relevance?*

- CP5: Climate Change
- CP6: The Natural Environment
- DM3: Housing mix, standards & densities
- DM13: Flooding/SuDS
- DM15: Protection and enhancement of wildlife habitats
- DM16: Green and Blue Infrastructure
- DM27: Design in new developments
- DM28: Development affecting watercourses, bodies and catchment land
- [Drainage Planning Guidance](#), BwDBC, 2020
- [Local Flood Risk Management Strategy for Lancashire 2021-2027](#), BwDBC & Partners
- [Preparing a Flood Risk Assessment: Standing Advice](#), Environment Agency and DEFRA

### *How to answer the questions (in Excel)*

- 10.59 Your response boxes are shown in yellow.

- 10.60 Each question has a primary response box, in most cases containing a drop down list of set responses. Select the answer from the drop down box. This will form the basis for the RAG Assessment, which is automatically determined based on your response.
- 10.61 Where a question is not relevant, please choose 'not applicable' from the list.
- 10.62 For each question, you can enter additional / supporting comments. Use this box to provide any accompanying justifications or explanations that you feel will help demonstrate why the development is sustainable. Comments in this section will be used when considering your application. For example, if the proposed development is likely to result in an increased flood risk, but no mitigation is proposed, then you should explain why this is the case.
- 10.63 For each question, you should also detail any evidence documents where further information / evidence may be found.

### *What information should you use?*

- 10.64 Use our online [CIF mapping tool](#) to help you complete the following questions:
- Whether the site is in an area of identified flood risk (This is defined as within the Environment Agency's designated Flood Zone 2 or 3 areas.)
- 10.65 Information to answer the other questions may be sourced from the following:
- Planning Statement
  - Design and Access Statement
  - Flood Risk Assessment
  - Drainage Assessment

### *Things to consider in design / through the CIF*

- 10.66 Through your planning application, you should consider:
- Whether the development is in the Environment Agency designated Flood Zone 2 or Flood Zone 3, and at risk of fluvial flooding?
  - Whether the site is at risk of pluvial or surface water flooding?
  - Whether the site is at risk of reservoir flooding?
  - Whether a Flood Risk Assessment is required, and is provided with the application?
  - What mitigation measures are proposed?
  - What level and type of SUDS have been proposed?
  - Whether the SUDS proposals contribute to the enhancement of green infrastructure and biodiversity?

- Whether green roofs, water butts and permeable surfaces have been considered in the design development to mitigate the impacts of potential flood risk?
- What alternative methods have been included in the proposals?
- Whether the development is expected to have a negative impact on water quality?
- If so, how does the development steer pollutants away from sensitive areas?
- How has green infrastructure been used to minimise pollutants entering the water system?
- Whether any monitoring processes are in place?
- Will the residential development achieve a water efficiency of 110 litres per person per day?
- Whether the proposals go above and beyond the minimum policy requirements? If so, provide detail.
- Whether the development is expected to have a negative impact on blue infrastructure? If so, is mitigation proposed? Negative impacts could include loss of ponds, culverting of watercourses, development without buffers to a watercourse etc.

### *How will your development be assessed through the RAG?*

- 10.67 Policy DM13(1)&(2) require development to demonstrate it is safe from all types of flooding and will not exacerbate flood risk. Policy DM28(1) does not permit development within floodplains (Flood Zones 2/3) unless specific conditions are met. Policy DM13 requires all development to consider the risk of pluvial (rainfall) and surface water flooding and demonstrate that it will not exacerbate flood risk.
- 10.68 Policy DM13(4) requires surface water to be managed as close to its source as possible and drained using SuDS, unless there is clear, demonstrated evidence that this would be inappropriate. It also requires natural flood management techniques to be prioritized wherever possible.
- 10.69 The discharge of water, to natural or man-made drainage systems, can carry pollutants which can worsen water quality. Some drainage solutions, like permeable surfacing, or landscaping / planting, can help filter pollutants. Policy CP6(5) expects developments not to have a negative impact on water quality.
- 10.70 Under DM3(2), all new residential dwellings are required to provide a water efficiency of 110 litres per person per day as a minimum.



CIF Questions			Options / RAG Assessment Colour				
			Exceeds policy requirements	Meets policy requirements	Meets policy requirements / guidance	Fails policy requirement	N/A
<b>Fluvial Flood Risk</b>	3.1 <a href="#">MAP</a>	Is the site located within the Environment Agency's designated Flood Zone 2 or 3 areas?		No	Yes – Part of site in Flood Zone 2 / 3	Yes – All or Majority in Flood Zone 2 / 3	
	3.2	Is the site at other risk of fluvial flooding (e.g. river, stream)?		No	Yes		
	3.3	If Yes to Q3.1 or 3.2, is mitigation proposed?		Yes - Mitigation is proposed		No - No mitigation proposed	Not applicable
<b>Other Flood Risk</b>	3.4	Is the site at risk of pluvial (rainfall) or surface water flooding?		No	Yes		
	3.5	Is the site at risk of sewer flooding?		No	Yes		
	3.6	Is the site at risk of groundwater flooding?		No	Yes		
	3.7	Is the site at risk of reservoir flooding?		No	Yes		
	3.8	If Yes to Q3.4, Q3.5, Q3.6 or Q3.7, has the risk been mitigated to provide a flood resilient design?		Yes - Mitigation is proposed		No - No mitigation proposed	Not applicable
	3.9	If a Flood Risk Assessment is required, has one been undertaken and provided with this application?		Yes		No	Not required
<b>Natural Drainage</b>	3.10 <sup>9</sup>	Does the proposed development include Sustainable drainage (SuDS) or Natural Flood Management (NFM)?		Yes	No		
	3.11.	Have any of the following SuDS / NFM techniques					

		been included in the design?					
		Greywater / Rainwater recycling		Yes			No
		Rain Gardens		Yes			No
		Bio-retention pits / landscaping		Yes			No
		Soakaways		Yes			No
		Swales		Yes			No
		Attenuation ponds		Yes			No
		Green roofs / walls		Yes			No
		Water butts		Yes			No
		Permeable surfaces		Yes			No
		Other (please state)					
<b>Blue Inf.</b>	3.1 2	Is the development expected to have a negative impact on blue infrastructure?		No		Yes	
	3.13	If Yes, have mitigation measures been proposed?		Yes		No	Not applicable
<b>Water Quality</b>	3.14	Is the development expected to have a negative impact on water quality?		No		Yes	
	3.15	If Yes, have mitigation measures been proposed?		Yes		No	Not applicable
<b>Water Efficiency</b>	3.16	If this is a residential development, will each unit achieve a water efficiency of 110 litres per person per day?		Yes		No	Not applicable – commercial only

Note on Mapping Sources

Q.3.1 – Environment Agency Flood Zone 2 and Flood Zone 3

## **CIF SECTION 4: Energy Efficiency**

### ***Why is this important?***

10.71 Energy efficiency, clean energy and renewable and low carbon energy schemes have a key role to play in promoting more sustainable forms of development, improving energy efficiency and reducing the production of greenhouse gases. This brings additional benefits, such as reduced fuel bills for households, particularly against a backdrop of rising energy prices. Improving energy efficiency can therefore help tackle issues like fuel poverty and help to rebalance climate inequalities.

### ***Which policies / guidance are of key relevance?***

- CP3: Health and Wellbeing
- CP5: Climate Change
- DM12: Clean and Green Energy
- DM27: Design in new developments

### ***How to answer the questions (in Excel)***

10.72 Your response boxes are shown in yellow.

10.73 Each question has a primary response box, in most cases containing a drop down list of set responses. Select the answer from the drop down box. This will form the basis for the RAG Assessment, which is automatically determined based on your response.

10.74 Where a question is not relevant, please choose 'not applicable' from the list.

10.75 For each question, you can enter additional / supporting comments. Use this box to provide any accompanying justifications or explanations that you feel will help demonstrate why the development is sustainable. Comments in this section will be used when considering your application. For example, if the development has considered enhanced energy efficiency measures, but has discounted them, perhaps for viability, you should explain what has been considered and why it has been discounted.

10.76 For each question, you should also detail any evidence documents where further information / evidence may be found. For example, if enhanced energy efficiency measures have been considered, this can be detailed through an Energy Statement, and so reference made to the statement in this section

### *What information should you use?*

10.77 Use our online [CIF mapping](#) to help you complete the following questions:

- Whether the site is in an identified wind/district heat opportunity area

10.78 Information to answer the other questions may be sourced from the following:

- Planning Statement
- Design and Access Statement
- Energy Statement

### *Things to consider in design / through the CIF*

10.79 Through your planning application, you should consider:

- The contribution the proposals make towards achieving local and national carbon reduction targets?
- Whether the proposals include the use of low carbon building materials/technologies?
- Whether the development design has accounted for the potential benefits and risks of solar gain, and the potential to maximise daylighting within the building?
- Whether low carbon heat sources include space heating and domestic hot water heated by low carbon heat sources such as: heat pumps, solar thermal water heating, connection to a low carbon district heating network, waste heat or biomass sources. The suitability of these sources will vary for differing scales and types of development.
- If there are any opportunities for the proposed development to include a variety of renewable energy generation sources, including solar photovoltaics, wind turbines, combined heat and power
- Whether the applicant demonstrates design for future low carbon heat sources? For example, including low temperature heat distribution design, connection to an existing district heating scheme, building a new district heating scheme for the development?
- If the proposal includes a new District Heating system, does this include connections to facilitate future expansion and/or interconnection of district heating coverage?
- Whether accreditation has been considered, sought or obtained to demonstrate the development is of sustainable design?

**How will your development be assessed through the RAG?**

- 10.80 Policy DM12(1) requires all new residential dwelling and major commercial development to consider the energy hierarchy through design. The hierarchy encourages a reduction in the energy demands of new development (to use less energy, to supply energy efficiently, and to use low carbon or renewable energy). This should be detailed through this section of the CIF. Supporting details may be provided through an Energy Statement or Design and Access Statement. Developments will be afforded positive weight in if they can demonstrate they have considered energy efficiency, including the energy hierarchy, and low carbon / renewable energy, in their design.
- 10.81 The Council are ambitious to achieve carbon neutrality by 2030, which requires the rapid reduction of the consumption of fossil fuels. This includes that for heating, lighting and running our homes. Policy DM12(2) encourages enhanced emissions reductions, with energy efficiency measures above current Building Regulation Standards, and the incorporation of renewable or low carbon energy infrastructure. Major applications, proposing enhanced emissions, should be accompanied by an Energy Statement.
- 10.82 Heat networks provide opportunities for sustainable heating of new properties and developments within the borough. Policy DM12(2(ii)) encourages the connection of developments to a heat network within an area already served by a heat network or which is connection-ready within an area proposed for a heat network development.
- 10.83 For commercial developments, Policy DM12(3) requires all commercial developments proposing more than 2500sqm to achieve BREEAM Good as a minimum standard. For all other residential, commercial and infrastructure developments, Policy CP3 encourages the receipt of accreditation (HQM, BREEAM or CEEQUAL) that can demonstrate the development is of strong, sustainable design.

CIF Questions			Responses / RAG Assessments				
			Exceeds policy requirements	Meets policy requirements	Meets policy requirements / guidance	Fails policy requirement	N/A
Energy Hierarchy & "Fabric First" approach	4.1	Has the proposed development considered the energy hierarchy?		Yes & Evidence in Energy Statement (or D&A)	Yes - confirmed through CIF only	No	Not applicable
	4.2	Have any of the following been considered through design?					
		Orientation		Yes	No		

		Layout		Yes	No			
		Shading		Yes	No			
		Ventilation		Yes	No			
		Materials		Yes	No			
		Glazing / daylight		Yes	No			
		Thermal Mass		Yes	No			
		Other		Yes	No			
<b>Energy Efficiency and Renewable or Low Carbon Energy</b>	4.3	Does the proposed development provide energy efficiency measures above Building Regulations?	Above Building Regulations	Meets Building Regulations				
	4.4	Does the proposed development include any renewable or low carbon energy generation?	Yes		No			
	4.5	If Yes, What type of energy will be provided?						
		Solar	Yes					
		Wind	Yes					
		Air source heat pump	Yes					
		Ground source heat pump	Yes					
		Heat network	Yes					
		Other						
<b>Heat Network</b>	4.6	Is the proposed development in area marked as a district heat network? <a href="#">MAP</a>	Yes / No					
	4.7	Is the proposed development connected, or can be connected, to a district heat network?	Yes - connection secured	Yes - connection ready	No connection		Not applicable	
<b>Accreditation</b>	4.8	If residential development, has any accreditation been achieved?	Yes				No	
		If 'other', please state						
	4.9	If commercial development above 2500sqm, has any accreditation been achieved?	Yes - BREEAM Outstanding, Excellent or Very Good	Yes - BREEAM Good	Yes - BREEAM Pass / Other	No	Not applicable	
	If 'other', please state							

Note on Mapping Sources

Q4.6 – District Heating, Blackburn with Darwen Borough Council

## CIF SECTION 5: Completing and submitting the CIF

10.84 The CIF will then automate the production of a summary sheet, and it will be this table that will be included in officer reports as a visual summary of how well the policy performs against climate change policies. However, all the answers you provide will be considered by the planning officer in their determination.

10.85 Once the CIF questions are completed, you should enter your application details, save the spreadsheet and send it to: [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk) where it will be checked over before being sent for validation of the planning application. The applicant must also save a copy of the spreadsheet as a pdf and submit it alongside the excel version as part of the planning application.

10.86 Where, through discussions with the LPA, performance against the CIF changes, this will be updated by the officer and an updated copy of the CIF saved onto the publicly-available planning system prior to determination.

10.87 Once the SPD is adopted, the Council may make minor changes to the Excel tool and mapping, from time to time, to correct any technical issues which may be identified through its use or to make improvements to its functionality. The Council will maintain version control and make the most up-to-date assessment tool available

from their website. Any changes are expected to be minor and will be unlikely to have a significant impact on the results of your CIF assessment. Where any changes have a significant impact on your assessment, post-submission, you will be advised. Changes made to the CIF tool will be non-material and will not change the policies of the Local Plan or the scope or guidance of the SPD document.

Question	Sustainable Transport -Services - Accessibility	Rating (R/A/G)
1.1	Accessibility to a bus stop (800m)?	Green
1.2	Creation /enhancement bus stops?	Yellow
1.3	Accessibility to a rail station (800m)?	Green
1.4	Accessibility to a cycle route (800m)	Green
1.5	Creation /enhancement cycling routes?	Green
1.6	Accessibility to a local retail/commercial centre (800m)?	Green
1.7	Accessibility to a primary school (800m)?	Green
1.8	Accessibility to a GP (800m)?	Green
1.9	Creation of new services/amenities?	Green
1.10	Creation / enhancement of sustainable transport?	Green
Natural Environment		Rating (R/A/G)
2.2	Achieves minimum of 10% BNG?	Green
2.3	Delivers BNG on-site or off-site?	Green
2.11	Achieves minimum of 3:1 tree replacement (where applicable)?	Green
2.12	Site located on carbon-rich (peat) soils?	Green
2.14	Site located on high quality agricultural land?	Green
Flooding - Drainage - Water		Rating (R/A/G)
3.1	Site at risk of fluvial flooding?	Green
3.4	Site at risk of pluvial flooding?	Red
3.5	Site at risk of surface water flooding?	Red
3.8	SuDS measures proposed?	Green
3.9	Natural Flood Management techniques proposed?	Yellow
3.11	Site likely to impact negatively on water quality?	Red
Energy		Rating (R/A/G)
4.1	Considered energy hierarchy?	Green
4.3	Building Regulations standards for energy efficiency exceeded?	Green
4.4	Includes renewable or low carbon energy?	Green
4.8	Residential accreditation obtained?	Green
4.9	Commercial accreditation obtained?	Red



**APPENDICES**

## Appendix A: Glossary

**Active Design:** A combination of 10 principles established by Sport England and Public Health England, that promote activity, health and stronger communities through the way towns, cities and neighbourhoods are designed and built.

**Air Quality Management Area (AQMA):** An area that a local authority has designated for action where the national air quality objectives cannot/are not being met.

**Ancient or Veteran Tree:** A tree which, because of its age, size and condition, is of exceptional biodiversity, cultural or heritage value. All ancient trees are veteran trees. Not all veteran trees are old enough to be ancient, but are old relative to other trees of the same species. Very few trees of any species reach the ancient life:stage.

**Ancient Woodland:** An area that has been wooded continuously since at least 1600 AD. It includes ancient semi:natural woodland and plantations on ancient woodland sites (PAWS).

**Arboricultural Impact Assessment:** A report produced by a certified/qualified arborist that lists the impacts of a potential construction project on any trees on or adjacent to the construction site.

**Archaeological Desk Based Assessment:** A programme of assessment of the known or potential **archaeological** resource within a specified area or site on land.

**Area Based In-setting:** A mechanism that focuses carbon saving projects into the geographic boundary of a local authority to help direct the benefits of those projects into the same area.

**Air Quality Management Area (AQMA):** Each Local Authority must assess and review the air quality in its area. Where it considers air quality objectives will not be reached, it must declare an AQMA, and then put together a plan to improve the air quality – a Local Air Quality Action Plan.

**Best and Most Versatile (BMV) Agricultural Land:** Agricultural land is graded based on its quality – with grade 1 being the highest quality and most fertile land. BMV describes land which is grade 1, 2, or 3a.

**Biodiversity:** The variety of plant and animal species in a defined area.

**Biodiversity Net Gain (BNG):** Increase in the quality and/or quantity of habitats in comparison to the original condition or baseline i.e. enhancement over and above the level required to mitigate or compensate for detrimental impact, or which is otherwise prescribed or committed to happen (e.g. as part of pre-existing planning consent).

**Biological Heritage Site (BHS):** Local wildlife sites in Lancashire that are identified using a set of published guidelines.

**Blue Infrastructure:** Infrastructure relating to aquatic habitats such as rivers, ponds or canals.

**Borough:** Blackburn with Darwen Borough Council area.

**Brownfield Site:** A site that has previously been developed or occupied by a permanent structure which is available for redevelopment but does not include garden land. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.

**Buffer Zone:** An area of land on which development is not permitted in order to maintain adequate distance between sensitive areas and potentially harmful development.

**Building Research Establishment Environmental Assessment Methodology (BREEAM):** An assessment tool that evaluates the procurement, design, construction and operation of a development against a range of targets based on performance benchmarks.

**Carbon Neutral:** Adjustments made to natural or human systems in response to the actual or anticipated impacts of climate change, to mitigate harm or exploit beneficial opportunities.

**Carbon Rich Soils:** These are soils which are rich in carbon – namely peat. These act as carbon sinks to store carbon, but if disturbed release that carbon into the atmosphere.

**CEEQUAL:** The assessment for improving sustainability in civil engineering and public realm projects.

**Circular Economy:** The traditional linear economy takes resources, makes things, consumes things and then throws them away. A circular economy, things are made and consumed to minimise use of resources, cut waste and reduce carbon emissions. At the end of a product's life, the materials are re-used, repaired, refurbished and/or recycled.

**Climate Change Mitigation:** Action to reduce the impact of human activity on the climate system, primarily through reducing greenhouse gas emissions.

**Climate Emergency:** A situation in which urgent action is required to reduce or halt climate change and avoid potentially irreversible environmental damage resulting from it.

**Community Facilities:** A building or site owned by a government agency or non-profit organisation or religious institution or philanthropic institution that is used as a meeting place for entertainment or education or social activities by the general public on a regular or occasional basis and includes a church hall or a public hall.

**Conservation Area:** An area, usually part of a settlement, designated by a local planning authority for preservation or enhancement because of its special architectural or historic interest under the Planning (Listed Buildings and Conservation Areas) Act, 1990.

**Council:** Blackburn with Darwen Borough Council.

**Countryside:** Land outside the defined settlement boundaries of towns and villages.

**Decarbonisation:** Reduce the amount of gaseous carbon compounds released in or as a result of an environment or process.

**DEFRA:** Department for Environment Food and Agriculture.

**Design Code:** A set of illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area. The graphic and written components of the code should build upon a design vision, such as a masterplan or other design and development framework for a site or area.

**Design Guide:** A document providing guidance on how development can be carried out in accordance with good design practice, often produced by a local authority

**Designated Heritage Asset:** A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.

**Developer Contribution:** see Planning Obligation.

**Developable:** To be considered developable, sites should be in a suitable location for housing development with a reasonable prospect that they will be available and could be viably developed at the point envisaged.

**Development Plan:** This includes adopted Local Plans and neighbourhood plans that have been made, together with any regional special policies that remain in force, as defined in section 38 of the Planning and Compulsory Purchase Act 2004.

**Ecosystem:** A dynamic complex of plant, animal and micro-organism communities, and their non-living environment interacting as a functional unit.

**Energy Performance Gap:** The gap between the energy consumption a building is expected to produce at design code, and the energy consumption a building produces once in use. Often use can be significantly higher than the calculations made at design stage.

**Environment Agency:** Government organisation which seeks to protect and improve the quality of air, land and water by the regulation of emissions, pollutants and other potentially harmful activities.

**Environmental impact assessment (EIA):** A procedure to be followed for certain types of project to ensure that decisions are made in full knowledge of any likely significant effects on the environment.

**Embodied Carbon:** Carbon emissions made during the construction of a building, rather than when it is in use.

**Fabric First:** Focuses on using the choice of building materials (including insulation, windows) to improve the energy efficiency of buildings.

**Fabric U-Values:** Measures how effective a building fabric is as an insulator (how much heat moves from warm to cold zones). Building Regulations Part L sets out limiting u-values for building fabric.

**Fluvial (or river) Flooding:** Occurs when the water level in a river or stream rises and overflows the surrounding banks and into neighbouring land.

**Foul Water:** Wastewater which comprises or includes: Waste from a sanitary convenience, bidet or appliance used for washing receptacles for foul waste; or Water which has been used for food preparation, cooking or washing.

**Geodiversity:** The range of rocks, fossils, minerals, soils and landforms.

**Green Belt: Designated** areas of open land and countryside protected by a policy the fundamental aim of which is to prevent urban sprawl by keeping the land permanently open. Review of green belt boundaries is undertaken as part of the production of local plans where green belt exists.

**Green Infrastructure:** A network of multi-functional urban and rural green and blue (water) spaces and other environmental features such as parks, public open spaces, playing fields, sports pitches, woodlands, and allotments. The provision of Green Infrastructure can deliver a wide range of environmental and quality of life benefits for local communities close to where people live and work.

**Greenfield:** Land that has not been previously developed (other than agricultural or forestry uses) or where development has previously taken place, but the land has reverted to a natural state and the remains of permanent structures or fixed surface structures have blended into the landscape in the process of time.

**Greenhouse Gas:** A gas that contributes to the greenhouse effect by absorbing infrared radiation.

**Green Roof:** Also known as an ecoroof, living roof, or vegetated roof, is one that is either partially or completely covered in vegetation on top of the human made roofing structure

**Grey Infrastructure:** Refers to man-made infrastructure like roads and pavements, which tend not to be permeable and so increase surface water run-off. Switching to permeable materials or adopting green infrastructure (e.g. landscaping) can help improve drainage.

**Groundwater:** Water held in water bearing rocks and pores and fissures underground. Groundwater not only sustains the flow of water in rivers but is also an essential source of water for public supply, industry and agriculture.

**Habitat:** The living place of an organism or a distinct community of plants and animals, having physical or biotic characteristics.

**Habitats Site:** Any site which would be included within the definition at regulation 8 of the Conservation of Habitats and Species Regulations 2017 for the purpose of those regulations, including candidate Special Areas of Conservation, Sites of Community Importance, Special Areas of Conservation, Special Protection Areas and any relevant Marine Sites.

**Health Impact Assessment (HIA):** A process that uses data sources and analytic methods and input from stakeholders to determine the potential effects of a proposed policy, plan, program, or project on the health of a population.

**Heat Networks:** Supply heat from a central source to consumers via a network of underground pipes carrying hot water. The central heat source can be provided from various technologies, including biomass, biogas, combined heat and power (CHP), heat pumps or solar thermal arrays. Heat is brought into each building through a 'heat exchanger. They work best in high-density built-up areas.

**Heritage Assessment:** A report that is submitted as part of planning applications for listed building consents or conservation areas.

**Heritage Asset :** A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It includes designated heritage assets and assets identified by the local planning authority (including local listing).

**Historic Environment:** All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

**Historic Environment Record:** Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographical area for public benefit and use.

**Home Quality Mark (HQM):** Provides impartial information from independent experts on a new home's quality and sustainability. It clearly indicates to householders' high standards for running costs, health and wellbeing benefits, and environmental footprint associated with living in the home.

**Infrastructure:** The system of communications and utility services (transport, water, sewerage, sewage disposal, land drainage, gas and electricity, waste disposal and telecommunications) which serves developments. It can also refer to community facilities, for example, schools, education, public transport and green infrastructure.

**Land Contamination:** Any land which appears to the local authority in whose area it is situated to be in such a condition, by reason of substances in, on or under the land, that significant harm is being caused or there is a significant possibility of such harm being caused.

**Listed Building:** A building that has been placed on the Statutory List of Buildings of Special Architectural or Historic Interest.

**Local Nature Recovery Strategies (LNRS):** A new system of spatial strategies for nature under the Environment Act, covering the whole of England. Locally led by an appropriate “responsible authority”, these will identify the opportunities and priorities for enhancing biodiversity and supporting wider objectives such as mitigating or adapting to climate change in an area.

**Local Nature Reserve (LNR):** Places with wildlife or geological features that or special interest locally.

**Local Plan:** A plan that includes policies and proposals for the future development of the local area, prepared by the local planning authority in consultation with the community and stakeholders. Once adopted the Blackburn with Darwen Local Plan 2021-2037 will legally form part of the Development Plan for the District, replacing the Local Plan Part 1: Core Strategy (adopted January 2011) and the Local Plan Part 2: Site Allocations and Development Management Policies (adopted December 2015).

**Major Development:** For housing, development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000 square metres or more, or a site of 1 hectare or more.

**Minor Development:** Refers to types of applications for development as follows: 1:9 dwellings (unless floorspace exceeds 1000square metres) under 0.5 hectare, office/light industrial, general industrial and retail uses up to 999 square metres / under 1 hectare.

**National Planning Policy Framework (NPPF):** Revised in July 2021, this document sets out the Government’s planning policies for England. It provides a framework within which local councils and neighbourhood forums can produce their own distinctive local and neighbourhood plans, which reflects the needs and priorities of their communities.

**National Planning Practice Guidance:** Online guidance from government that expands upon the provisions in the National Planning Policy Framework.



**Natural Capital:** The elements or assets of nature that directly and indirectly produce value or benefit to people, which may include ecosystems, species, freshwater, land, minerals, the air and oceans.

**Nature Recovery Networks (NRN):** An expanding, increasingly connected, network of wildlife rich habitats supporting species recovery, alongside wider benefits such as carbon capture, water quality improvements, natural flood risk management and recreation. It includes the existing network of protected sites and other wildlife rich habitats as well as landscape or catchment scale recovery areas where there is coordinated action for species and habitats.

**Onshore Wind Generation:** A source of renewable energy, and unlike many other power generation plants, this one doesn't consume water. The onshore wind turbines have minimal maintenance costs.

**Open Space:** All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.

**Passive House / PassivHaus:** A set of design principles to attain high levels of energy efficiency whilst creating comfortable indoor living spaces.

**Planning Obligation:** A legal agreement entered under Section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal. (See also Section 106 below)

**Previously Developed Land:** Land which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure. This excludes land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill; land in built-up areas such as residential gardens, parks, recreation grounds and allotments; and land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape.

**Renewable and Low Carbon Energy:** Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels).

**Rural Exception Sites:** Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. A proportion of market homes may be allowed on the site at the local planning authority's discretion, for example where essential to enable the delivery of affordable units without grant funding.

**Safeguarded Land:** Land identified in the Plan that will be protected to meet the longer-term development requirements of the Borough and will not be granted planning permission for permanent use during the Plan period.

**Section 106 Agreement:** A legally binding agreement or planning obligation with a landowner in association with the granting of planning permission, this mechanism is used to make a development proposal acceptable in planning terms that would otherwise not be acceptable, focused on site-specific mitigation of the impact of development. They can involve the provision of facilities or contributions toward infrastructure.

**Section 278 Agreement:** A legally binding agreement between the Local Highway Authority and the developer to ensure that the work to be carried out on the highway is completed to the standards and satisfaction of the Local Highway Authority.

**Settlement Boundaries:** A dividing line, or boundary between areas of built/urban development (the settlement) and non-urban or rural development (the open countryside).

**Site of Special Scientific Interest (SSSI):** Sites designated to protect their wildlife or geology including those designated under the Wildlife and Countryside Act 1981.

**Space Heating:** Energy required to heat the internal spaces within a building.

**Statement of Community Involvement (SCI):** A document setting out standards to be achieved by the local authority in involving the community in the preparation, alteration and continuing review of all local plan documents and in significant development control decisions. It also sets out how the local planning authority intends to achieve those standards.

**Strategic Flood Risk Assessment (SFRA):** The aim of the assessment is to map all forms of flood risk and use this as an evidence base to locate new development primarily in low flood risk areas (Zone 1). Areas of 'low' (zone 1), 'medium' (zone 2) and 'high' (zone 3) risk are mapped using data collected from many sources.

**Strategic Policy:** Policies and site allocations which address strategic priorities.

**Supplementary Planning Document (SPD):** Supplementary planning documents add further detail to the policies in the Local Plan. They can also provide further guidance for development on specific sites, or on issues and are capable of being a material consideration in planning decisions.

**Sustainable Development:** Development that meets the needs of the present without compromising the ability of future generations to meet their own needs or growth that achieves economic, environmental and social progress. The National Planning Policy Framework places a requirement on local planning authorities to positively seek opportunities

to meet the development needs of their area and guide development to the most sustainable locations.

**Thermal Bridge:** Heat flows from hot areas to cold areas. A thermal bridge is an area which has higher thermal conductivity than surrounding areas, allowing more warm air to escape. This results in greater loss of heat from the dwelling and 'cold spots'. Thermal bridges can account for 20-30% of heat loss in a typical new build home.

**Thermal Mass:** The material inside a building that can help reduce temperature changes during the day. This helps to reduce the heating and cooling demands of the building, improving energy efficiency.

**Transport Assessment:** A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies measures required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport, and measures that will be needed deal with the anticipated transport impacts of the development.

**Transport Statement:** A simplified version of a transport assessment where it is agreed the transport issues arising from development proposals are limited and a full transport assessment is not required.

**Travel Plan:** A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed.

**Urban Sprawl:** The spreading of urban development.

**Use Class:** Refers to a classification of land uses into groups in the 'Use Classes Order' for the purposes of town planning.

**Waterways:** A river, canal, or other route for travel by water.

## Appendix B: Useful Links

### Planning Policy

- [National Planning Policy Framework](#), MHCLG 2023
- [Planning Practice Guidance](#), MHCLG
- [National Design Guidance](#), MHCLG, 2021

### Local Policy

- [Climate Emergency Action Plan \(CEAP\)](#), BwDBC, 2023
- [Local Plan 2021-2037](#), BwDBC, 2023

### Transport and services

- [20 minute Neighbourhoods](#), TCPA, 2021
- [Active Design](#), Sport England 2023
- [Manual for Streets](#), CLG & DfT, 2007
- [Parking Standards SPD](#), BwDBC, 2014
- [BwD Local Cycling and Walking Infrastructure Plan \(LCWIP\)](#)
- [BwD Air Quality Planning Advisory Note \(PAN\)](#)
- [Travel Plans, Transport Assessments and Statements](#) (Gov.uk)

### Nature

- [Biodiversity in new developments: creating wildlife-friendly communities](#) (NHBC Foundation / RSPB)
- [Building with Nature \(Standards Framework\)](#)
- [Nature tool.com](#)
- [Biodiversity Net Gain Principles and Guidance](#), CIEEM
- [Green Infrastructure and Ecological Networks SPD](#)
- [Tree and Woodland Strategy \(TAWs\)](#), BwD BC 2023 (Emerging)
- [Biodiversity Net Gain Planning Advisory Note](#), BwDBC 2023 (Emerging)
- [Climate Change and Natural Capital Study 2021](#)

### Water and Flooding

- [Drainage Planning Guidance](#), BwDBC, 2020
- [Local Flood Risk Management Strategy for Lancashire 2021-2027](#), BwDBC & Partners:
- [Preparing a Flood Risk Assessment: Standing Advice](#), Environment Agency and DEFRA
- [SFRA Level 1](#), BwDBC, 2020
- [SFRA Level 2](#), BwDBC, 2021
- [Flood Zone 2 & 3 Mapping](#), Environment Agency
- [Susdrain.org](#).

- [livingroofs.org](https://livingroofs.org), Living Roofs.org (bi-solar)

### Energy Efficiency

- [Climate Change SPD](#), Cheltenham.gov.uk, 2022
- [Passivhaus Trust](#)
- [BREEAM](#), BRE Group
- [Home Quality Mark](#), BRE Group
- [CEEQUAL](#), BRE Group
- [Blackburn with Darwen Heat Mapping and Masterplanning](#), BwDBC, 2019
- Blackburn with Darwen Heat Decarbonisation Plan (2023)

### Photos

- Photos provided from Pexels.com, with contributions from Markus Spiske, Cottonbro Studio, Pixabay, Aamir Dukanwala, Rodolfo Clix, Artem Podrez, Exaterina Bolovtsova, Anete Lusina.
- National Design Guidance (as stated)
- NHBC Foundation / RSPB ([from Biodiversity in new developments](#))
- All other © Blackburn with Darwen Borough Council

## Appendix C: Relevant Policies

Local Plan Policy \ CIF 'Theme'	Sustainable Transport, Services & Amenities	Nature and Biodiversity	Flood risk and SuDS	Water Efficiency	Layout, Orientation and Design	Overheating and ventilation	Energy efficiency	Renewables	Embodied Carbon	Air Quality
CP3: Health and Wellbeing	•	•				•				
CP5: Climate Change	•	•	•		•	•	•	•	•	
CP6: The Natural Environment		•	•		•					
CP9: Transport and Accessibility	•									
CP11: Town Centres and Commercial Development	•									
DM2: Protecting Living and Working Environments					•					•
DM3: Housing mix, standards and densities				•						
DM12: Clean and Green Energy						•	•	•	•	
DM13: Flooding/SuDS			•							
DM16: Green and Blue Infrastructure		•	•							
DM17: Trees and Woodland		•								
DM27: Design in New Developments	•	•			•	•	•	•		•
DM28: Development affecting watercourse, bodies and catchment land		•	•							
DM29: Transport and Accessibility	•									
DM34: District and Local Centres	•									

## Appendix D: CIF Assessment (Paper Form)

### **The Climate Impact Framework Assessment Tool**

The Climate Impact Framework Assessment Tool has been designed to be both a design tool and an assessment tool, which operates through Excel. By answering questions through the Excel-based CIF, you will be able to see how your development performs against the climate-based Local Plan policies, and make any necessary changes to your design in advance of submitting your planning application. It then also allows the Council to assess how well the development considers the climate emergency – a key requirement set by Policy CP5 of the Local Plan. The responses you provide through the CIF will be used in the determination of your planning application.

If you have access to Excel, you should complete the CIF using Excel. This is available from [www.blackburn.gov.uk/CIF](http://www.blackburn.gov.uk/CIF).

However, we understand that not everyone has access to Excel, and so in these cases, the form below should be completed to support the validation of you application. However, you will not be able to see how your development performs against the Local Plan policies. To complete the form, and understand how we will assess your development against the Plan, you should refer to the guidance provided in the accompanying CIF SPD document. You can also provide additional supporting comments and information through this form.

To help complete some of the questions, the Council has prepared an online mapping tool. These are indicated below by the ‘MAP’ link. You should access the online mapping, available from the Council website, to complete these questions. See the SPD for guidance on how to use the mapping.

**This CIF is a local validation requirement and your planning application will not be processed until this completed form is received by the LPA.**

#### **YOUR DETAILS**

Planning portal number (if known)	
Planning Application (if known)	
Application site address	
Proposed development description	
Applicant Name	
Agent Name	
Completed by (Applicant/Agent/LPA)	
Date of completion	



## SECTION ONE: SUSTAINABLE LOCATION, AMENITIES AND TRANSPORT

		Your response	Additional comments	Supporting documents
<b>Bus Services</b>				
1.1 <a href="#">MAP</a>	Is the proposed development within 800m of an existing bus stop?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.2	Is the creation of new, or the enhancement of existing, bus stops proposed through the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Rail Services</b>				
1.3 <a href="#">MAP</a>	Is the proposed development within 800m of an existing rail station?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Cycling</b>				
1.4 <a href="#">MAP</a>	Is the proposed development within 800m of an existing/proposed cycle path or route?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.5	Is the creation of new, or the enhancement of existing, cycle paths proposed through the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Services &amp; Amenities</b>				
1.6 <a href="#">MAP</a>	Is the proposed development within 800m of a retail centre (town, district or local centre)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.7 <a href="#">MAP</a>	Is the proposed development within 800m of a primary school?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.8 <a href="#">MAP</a>	Is the proposed development within 800m of a GP?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.9	Does the proposed development introduce any new services? For example, local retail, GPs, schools	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		

		Your response	Additional comments	Supporting documents
<b>General Transport</b>				
1.10	Will the proposal contribute to the enhancement of sustainable transport in any way? (eg through S106 contributions or design)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.11	If required, has a Travel Plan been provided (Policy CP9(2))	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
1.12	If required, is a Transport Assessment/Statement provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Electric Vehicles, Cycle parking, Car Share</b>				
1.13	Does the proposed development provide appropriate provision for electric vehicle charging points in line with the appropriate parking standards?	<input type="checkbox"/> More points than standards <input type="checkbox"/> Points in line with standards <input type="checkbox"/> Less points than standards require <input type="checkbox"/> Not applicable		
1.14	Does the proposed development provide an appropriate level of cycle parking, as specified in the latest parking standards?	<input type="checkbox"/> More than standards require <input type="checkbox"/> In line with standards <input type="checkbox"/> Less than standards require <input type="checkbox"/> Not applicable		

## SECTION TWO: NATURAL ENVIRONMENT

		Your response	Additional comments	Supporting documents
<b>Biodiversity</b>				
2.1	Is the development liable for BNG?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.2	Does the proposed development provide a minimum of 10% biodiversity net gain?	<input type="checkbox"/> Yes – more than 10% <input type="checkbox"/> Yes – 10% <input type="checkbox"/> No		

		Your response	Additional comments	Supporting documents
		<input type="checkbox"/> Not applicable		
2.3	Is BNG to be provided on-site, off-site, or a combination of the two? Or by national credits?	<input type="checkbox"/> On-site <input type="checkbox"/> On / Off-site <input type="checkbox"/> Off-site <input type="checkbox"/> National Credits <input type="checkbox"/> Not applicable		
<b>Wildlife friendly design</b>				
2.4	Are other wildlife friendly design features included, for example bird boxes, swift bricks, bat boxes, hedgehog highways or ponds?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.5	If a major residential scheme, does the proposed development achieve a Building with Nature (BwN) Design Award, or other accreditation?	<input type="checkbox"/> Yes – BwN <input type="checkbox"/> Yes – Other (please state) <input type="checkbox"/> No		
<b>Trees</b>				
2.6	Does the proposed development result in the loss of trees on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.7	If Yes, how many trees are to be lost?	<i>Enter number</i>		
2.8	Does the proposed development include new tree planting?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.9	If Yes, how many trees are to be planted?	<i>Enter number</i>		
2.10	Net change (Q2.8 subtract Q2.5)			
2.11	Ratio	<i>This will be calculated by the LPA</i>		
<b>Soils</b>				
2.12	Is the site allocated on carbon rich (peat) soils?  <a href="#">MAP</a>	<input type="checkbox"/> Yes <input type="checkbox"/> No		

		Your response	Additional comments	Supporting documents
2.13	If Yes, is there mitigation or restoration/ enhancement proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
2.14	Is the proposed development located on high quality agricultural land (Grade 1,2,3a)? <a href="#">MAP</a>	<input type="checkbox"/> Yes – Grade 1,2,3a <input type="checkbox"/> Yes – Grade 3b,4,5 <input type="checkbox"/> No		
<b>Air Quality</b>				
2.15	Is the proposed development located in an AQMA? <a href="#">MAP</a>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.16	If Yes, is any mitigation of air quality proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		

### SECTION THREE: WATER, FLOODING AND DRAINAGE

		Your response	Additional comments	Supporting documents
<b>Flood Risk</b>				
3.1	Is the site within the Environment Agency's designated Flood Zone 2 or 3 areas? <a href="#">MAP</a>	<input type="checkbox"/> Yes – Part of site in FZ2 or FZ3 <input type="checkbox"/> Yes – All or majority of site in FZ2 or FZ3 <input type="checkbox"/> No		
3.2	Is the site at other risk of flooding from fluvial (river/stream) flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.3	If Yes to Q3.1 or Q3.2, is mitigation proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
3.4	Is the site at risk of pluvial (rainfall) or surface water flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.5	Is the site at risk of sewer flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.6	Is the site at risk of groundwater flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

		Your response	Additional comments	Supporting documents
3.7	Is the site at risk of reservoir flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.8	If Yes to Q3.4, Q3.5, Q3.6 or Q3.7, is mitigation proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
3.9	If a Flood Risk Assessment is required, has one been undertaken and provided with this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		
<b>Drainage</b>				
3.10	Does the proposed development include Sustainable Urban Drainage Systems (SuDS) or Natural Flood Management (NFM)?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.11	Have any of the following NFM techniques been included in the design?	<input type="checkbox"/> Grey /Rainwater recycling <input type="checkbox"/> Rain Gardens <input type="checkbox"/> Bio-retention tree pits / landscaping <input type="checkbox"/> Soakaways <input type="checkbox"/> Swales <input type="checkbox"/> Attenuation ponds <input type="checkbox"/> Green roofs / walls <input type="checkbox"/> Water butts <input type="checkbox"/> Permeable surfaces <input type="checkbox"/> Other (please state)		
<b>Blue Infrastructure</b>				
3.12	Is the development expected to have a negative impact on blue infrastructure?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

		Your response	Additional comments	Supporting documents
3.13	If Yes, have mitigation measures been proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Water Quality</b>				
3.14	Is the development expected to have a negative impact on water quality?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3.15	If Yes, have mitigation measures been proposed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
<b>Water Efficiency</b>				
3.16	If this is a residential development, will each unit achieve a water efficiency of 110 litres per person per day?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable – commercial only		

**SECTION FOUR: ENERGY EFFICIENCY**

		Your response	Additional comments	Supporting documents
<b>Energy Hierarchy &amp; 'Fabric First'</b>				
4.1	Has the proposed development considered the energy hierarchy?	<input type="checkbox"/> Yes – evidenced in an Energy Statement of Design & Access Statement <input type="checkbox"/> Yes – confirmed through this CIF only <input type="checkbox"/> No <input type="checkbox"/> Not applicable		
4.2	Have any of the following been considered through design?	<input type="checkbox"/> Orientation <input type="checkbox"/> Layout <input type="checkbox"/> Shading <input type="checkbox"/> Ventilation <input type="checkbox"/> Materials <input type="checkbox"/> Glazing/daylight <input type="checkbox"/> Thermal Mass <input type="checkbox"/> Other (please state)		

		Your response	Additional comments	Supporting documents
<b>Energy efficiency, renewable and low carbon energy and reducing carbon emissions,</b>				
4.3	Does the proposed development provide energy efficiency measures above Building Regulations?	<input type="checkbox"/> Yes – above Building Regulation Standards <input type="checkbox"/> No – meets Building Regulation Standards		
4.4	Does the proposed development include any renewable or low carbon energy generation?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
4.5	If Yes, what type of energy will be provided?	<input type="checkbox"/> Solar PV <input type="checkbox"/> Wind <input type="checkbox"/> Air source heat pump <input type="checkbox"/> Ground source heat pump <input type="checkbox"/> Heat Network <input type="checkbox"/> Other (please state)		
<b>Heat Networks</b>				
4.6	Is the proposed development in an area marked as a District Heat Network?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
4.7	Is the proposed development connected, or can be connected, to a District Heat Network?	<input type="checkbox"/> Yes – connection secured <input type="checkbox"/> Yes – connection ready <input type="checkbox"/> No- No connection		
<b>Residential Accreditation</b>				
4.8	If residential development, has any	<input type="checkbox"/> Yes <input type="checkbox"/> No		



		Your response	Additional comments	Supporting documents
	accreditation been achieved?			
<b>Commercial Accreditation</b>				
4.9	If commercial development, above 2500sqm,, has any accreditation been achieved?	<input type="checkbox"/> Yes – BREEAM Outstanding <input type="checkbox"/> Yes – BREEAM Excellent <input type="checkbox"/> Yes – BREEAM Very Good <input type="checkbox"/> Yes – BREEAM Good <input type="checkbox"/> Yes – BREEAM Other (please state) <input type="checkbox"/> No		

## The Climate Impacts Framework - MAJOR DEVELOPMENTS

The Council have declared a Climate Emergency with a goal for the Borough to be net carbon neutral by 2030, which means we must find ways to reduce our carbon emissions.

Buildings (new and existing) and transport are major contributors to greenhouse gas emissions and so it is crucial that new development considers the climate emergency. The Local Plan is a key tool to help us reduce carbon emissions and adapt to climate change, and Core Policy CP5 sets that all development must consider climate through its design and evidence this through the Climate Impact Framework (CIF). This will help make sure that climate considerations are embedded in planning's decision making.

The CIF is explained in full detail through the CIF Supplementary Planning Document (SPD). The SPD supports Local Plan Policy CP5: Climate Change and the wider objectives and policies of the Local Plan, by providing guidance on a variety of design considerations that can help us reduce carbon emissions and make us more resilient to a rapidly changing climate. **Developers are expected to use the Local Plan, and the CIF SPD, to guide what will be expected from a development in respect of the climate emergency and to demonstrate climate change resilience and adaptation has been appropriately considered.**

**For all relevant applications, this CIF Form must be completed and submitted with your planning application. All relevant questions must be completed (or marked as not applicable)** The form will automatically assign Red, Amber and Green ratings to different elements of the scheme to determine the sustainability of the proposed development by how well it meets, exceeds (or fails against) local planning policies. For the proposed development to be considered acceptable against Policy CP5, the ratings for each question should achieve Amber or Green status (or not applicable). The Applicant should seek to achieve Amber or Green status prior to the formal submission of an application to the Local Authority. **Red ratings do not mean your application will be refused.** However, red ratings will not be acceptable unless there are exceptional circumstances to justify departure, and where a red rating remains following further discussions between the Applicant and the Local Authority, appropriate weighting will be given to the red ratings and unacceptable impacts through the planning assessment/determination process in consideration of the acceptability of the proposals considered against all other relevant Local Plan policies.

### How to complete the CIF

The Climate Impact Framework (CIF) acts as an assessment tool for both the Applicant and the Local Authority to assess the predicted impacts of the proposed development in relation to climatic factors against the relevant policy framework.

**Guidance:**

The 'Climate Impact Framework' Supplementary Planning Document (SPD) has been prepared to provide guidance on how developments should be designed to mitigate and adapt to climate change. The document should ideally be used to inform the development proposal from its early stages of design. Guidance on how to complete the CIF assessment can be found through the SPD, or through each of the CIF tabs in this tool – whether in text boxes, as 'hover-over' links, or direct web links.

**Mapping:**

An online mapping tool has been created to support the CIF, and help provide answers to the questions which require identification of distances to services, heat networks etc - as shown within the CIF form. The mapping can be found at [AURORA](#). Guidance on how to use the mapping tool can be found within the CIF SPD.

**The Applicant:**

The Applicant should complete the yellow boxes within the CIF form. Red/Amber/Green ratings will be automatically assigned based on the answers provided and how they relate to Local Plan policies and the guidance in the SPD. Where relevant, further supporting commentary to justify the rating should be provided in the 'Assessment Conclusions/Additional Supporting Commentary' section of the form to assist planning officers. Applicants should also identify where information can be found in the planning application's supporting information. All questions should be answered (or marked as not applicable). Following completion, the form should be saved and emailed to [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk).

**The Local Authority:**

Upon receipt of the completed CIF from the Applicant, the Local Authority will check the CIF form to assess the proposals. Where there are areas of difference or where information is not clear or not provided, the Local Authority will liaise with the Applicant to seek further information or clarity. Where, through negotiations, details of the proposed scheme change, the officer may update the CIF form to ensure answers provided through it remain accurate. The CIF 'RAG' summary will be included in the officer or committee report to show the climate emergency has been considered as part of the decision making process.

**Assessment:**

The CIF is split into the following categories:

1. Sustainable Transport
2. Natural Environment
3. Flooding/SUDS
4. Energy

**A note on assessments,**

Typically, the assessments assign colours as shown by the box to the right and are designed to be broadly indicative of how well a development accords with policy and/or guidance. For example, Policy CP6(5) encourages developments to achieve the Building with Nature award, but there is no formal policy requirement for developments to do so. Therefore, in the RAG assessments, developments that achieve the award will be assessed positively (dark green), but no accreditation will not result in a negative assessment (red) because there is no specific policy requirement. Conversely, Policy DM17(3) requires the loss of trees to be replaced at a 3:1 ratio, and so failure to replace at this ratio will result in a negative assessment against policy (red), although justification text can be prepared to explain the deviation from policy requirements.

- Exceeds local policy requirements
- Meets local policy requirements
- Meets local policy guidance / doesn't fail policy requirements
- Fails to meet local policy requirements
- Not applicable / no formal policy requirement

### Begin CIF Assessment

1. Sustainable Locations and Transport Access

2. Natural Environment

3. Water, Flooding, Drainage

4. Energy Efficiency

5. Check summary, save and submit to the Council via [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk)

**Section 1. Sustainable Locations and Transport Access (1 of 4)**

INTERNAL USE ONLY

**Why is this important?**

Planning can support a shift in transport and travel behaviour to reduce private car usage and carbon emissions, improve air quality, promote active travel and encourage health improvement opportunities. The Council will give positive weight to those development proposals that have good connections to local transport, services and amenities and support 20 minute neighbourhoods. Your responses should indicate whether the development proposal is within short distance of transport services, key services and existing retail centres (designated as town, district or local). You can provide any additional comments in the accompanying comments field, and specify any relevant supporting information submitted with your application.

**What information can I use?**

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:  
 o Planning Statement,  
 o Design and Access Statement,  
 o Transport Assessment/Statement

**How to complete:**

Complete the yellow boxes below. The RAG assessments will calculate automatically.

CIF Questions

Your responses (please complete the yellow boxes)

Supporting Policy, Guidance and Mapping Links

RAG Assessment

		Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found	Mapping Link Available?	Relevant Local Plan Policies / Additional guidance	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
<b>Bus services</b>	1.1	Is the proposed development within 800 metres of an existing bus stop?				CP3: Health and wellbeing CP5: Climate Change CP9: Transport and Accessibility CP11: Town Centres & Commercial Development	Specific Policy Requirements / Why does this matter?	Things to consider	0
	1.2	Is the creation of new or enhancement of existing bus stops proposed through the development?							0
<b>Rail services</b>	1.3	Is the proposed development within 800 metres of an existing rail station?			ACCESS MAPPING	DM1: Health DM16: Green and Blue Infrastructure DM29: Transport and Accessibility DM34: District & Local Centres	Specific Policy Requirements / Why does this matter?	Things to consider	0
<b>Cycling</b>	1.4	Is the proposed development within 800 metres of an existing/proposed cycle path or route?							0
	1.5	Is the creation of new, or enhancement of existing, cycle paths proposed through the development?				0			
<b>Services &amp; Amenities</b>	1.6	Is the proposed development within 800m of a retail centre (town or district or local centre)?			ACCESS MAPPING	CP9: Transport and Accessibility	Specific Policy Requirements / Why does this matter?	Things to consider	0
	1.7	Is the proposed development within 800m of a primary school?							0
	1.8	Is the proposed development within 800m of a GP?							0
	1.9	Does the proposed development introduce any new services? For example, local retail, GPs, schools.							0
<b>General Transport</b>	1.10	Will the proposal contribute to the enhancement of sustainable transport in any way (e.g. through S106 contributions or design)?				CP9: Transport and Accessibility	Specific Policy Requirements / Why does this matter?	Things to consider	0
	1.11	If required, has a Travel Plan been provided? (see Policy CP9(2))							0
	1.12	If required, has a Transport Assessment / Statement provided? (see Policy CP9(2))							0
<b>Electric vehicle charging points (EVs / EVCPs)</b>	1.13	Does the proposed development provide appropriate provision for electric vehicle charging points (EVCPs) in line with the appropriate parking standards? (Until BwD requirements are set through an updated Parking Standards SPD this will be Building Regulation Standard. The BwD Air Quality Planning Advisory Note provides further information.)				DM29: Transport and Accessibility	Specific Policy Requirements / Why does this matter?	Things to consider	0
	1.14	Does the proposed development provide an appropriate level of cycle parking, as specified in the latest Parking Standards?				Planning Advisory Note: Air Quality (July 2018)	Specific Policy Requirements / Why does this matter?	Things to consider	0

## Section 2. Natural Environment (2 of 4)

INTERNAL USE ONLY

### Why is this important?

The Climate Emergency and the Nature Emergency are closely intertwined, and we can't solve one without the other. Nature is a critical ally in the fight against climate change. Addressing climate change and biodiversity need to be considered together, and Nature-based solutions (NBS) can help us both reduce carbon emissions and allow nature to prosper. Addressing nature alongside climate change, can bring environmental, social and economic benefits.

### What information can I use?

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:

- o Planning Statement,
- o Design and Access Statement,
- o Biodiversity Metrics
- o Biodiversity Statement
- o Tree Surveys
- o Landscaping proposals

### How to complete:

Complete the yellow boxes below. The RAG assessments will calculate automatically.

### CIF Questions

### Your responses (please complete the yellow boxes)

### Supporting Policy, Guidance and Mapping Links

### RAG Assessment

		Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.	Mapping Link Available?	Relevant Local Plan Policies / Additional Guidance	Specific Policy Requirements / Why it matters	Things to consider	RAG Score	
<b>Biodiversity</b>	2.1	Is your development required to provide Biodiversity Net Gain (BNG)?							0	
	2.2	If Yes to Q2.1, does the proposed development provide a minimum of 10% biodiversity net gains?				Environment Act 2021;	Specific Policy Requirements / Why does this matter?		0	
	2.3	If Yes to Q2.1, is BNG to be provided on site, off-site, or a combination of the two? Or national credits?				CP6: Natural Environment; DM15: Protecting and Enhancing Wildlife Habitats; DM27: Design in New Development		Things to consider	0	
	2.4	Are other design features included, for example bird boxes, swift bricks, bat boxes, hedgehog highways, hibernacula or ponds/SuDS?				BNG Planning Advisory Note	Specific Policy Requirements / Why does this matter?		0	
	2.5	If a major residential scheme, does the proposed development achieve a Building with Nature Design Award?							0	
<b>Trees &amp; Woodlands</b>	2.6	Does the proposed development result in the loss of trees on site?								
	2.7	If Yes, How many trees are to be lost?								
	2.8	Does the proposed development include new tree planting?					DM16: Green and Blue Infrastructure DM17: Trees and Woodland	Specific Policy Requirements / Why does this matter?	Things to consider	
	2.9	If Yes, how many trees are to be planted?				Tree and Woodland Strategy				
	2.11	Ratio (auto-calculated, policy requires min 1:3 = 0.33)	0 #DIV/0!						#DIV/0!	
<b>Soils</b>	2.12	Is the site allocated on carbon rich (peat) soils?				CP6: Natural Environment	Specific Policy Requirements / Why does this matter?	Things to consider	0	
	2.14	Is the proposed development located on high quality agricultural land (Grade 1,2,3a)			ACCESS MAPPING				0	
<b>Air Quality</b>	2.15	Is the proposed development located in an AQMA?								
	2.16	If Yes, is any mitigation of air quality proposed?			ACCESS MAPPING	CP6: Natural Environment DM2: Protecting living and working environments	Specific Policy Requirements / Why does this matter?	Things to consider	0	



## Section 4. Energy Efficiency (4 of 4)

INTERNAL USE ONLY

### Why is this important?

Energy efficiency, clean energy and renewable and low carbon energy schemes have a key role to play in promoting more sustainable forms of development, improving energy efficiency and reducing the production of greenhouse gases. This brings additional benefits, such as reduced fuel bills for households, particularly against a backdrop of rising energy prices. Improving energy efficiency can therefore help tackle issues like fuel poverty and help to rebalance climate inequalities.

### What information can I use?

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:

- o Planning Statement,
- o Design and Access Statement,
- o Energy Statement
- o Sustainability Statement

### Potential liaison

Local Authority liaison may be required (depending upon the proposal) with the following consultees:

- o Environmental Protection, Energy Providers/Assessors

### How to complete:

Complete the yellow boxes below. The RAG assessments will calculate automatically.

### CIF Questions

### Your responses (please complete the yellow boxes)

Additional / supporting comments - including any explanation of why you consider the development to be sustainable

Supporting documents - detail where evidence / further information may be found.

### Supporting Policy, Guidance and Mapping Links

### RAG Assessment

Question	Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.
Energy Hierarchy & "Fabric First" approach	4.1 Has the proposed development considered the energy hierarchy?		
	4.2 Have any of the following been considered through design?	<ul style="list-style-type: none"> <li>Orientation</li> <li>Layout</li> <li>Shading</li> <li>Ventilation</li> <li>Materials</li> <li>Glazing / daylight</li> <li>Thermal Mass</li> <li>Other</li> </ul>	
Energy Efficiency, Enhanced Emissions & Renewable or Low Carbon Energy	4.3 Does the proposed development provide energy efficiency measures above Building Regulations?		
	4.4 Does the proposed development include any renewable or low carbon energy generation?		
Heat network	4.5 If Yes, What type of energy will be provided?	<ul style="list-style-type: none"> <li>Solar</li> <li>Wind</li> <li>Air source heat pump</li> <li>Ground source heat pump</li> <li>Heat network</li> <li>Other</li> </ul>	
	4.6 Is the proposed development in an area marked as a district heat network?		
Residential Accreditation	4.7 Is the proposed development connected, or can be connected, to a district heat network?		
	4.8 If residential development, has any accreditation been achieved? (e.g. If 'other', please state		
Commercial Accreditation	4.9 If commercial development, above 2500sqm, has any accreditation been achieved? (e.g. BREEAM) If 'other', please state		

Mapping Link Available?	Relevant Local Plan Policies	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
	CP3: Health and Wellbeing CP5: Climate Change DM12: Clean and Green Energy DMZ7: Design in new developments	Specific Policy Requirements / Why does this matter?	Things to consider	0
	CP3: Health and Wellbeing CP5: Climate Change DM12: Clean and Green Energy DMZ7: Design in new developments	Specific Policy Requirements / Why does this matter?	Things to consider	0
<a href="#">ACCESS MAPPING</a>	DM12: Clean and Green Energy	Specific Policy Requirements / Why does this matter?	Things to consider	0
	CP3: Health and Wellbeing CP5: Climate Change DM12: Clean and Green Energy	Specific Policy Requirements / Why does this matter?	Things to consider	0

NB. It is intended that these will link directly to the policies in the Plan, once adopted.

## Section 5. Application details / Summary checks

(Version 1.1)

### Application details

Planning portal number (if known)	
Planning application reference (if known)	
Site Address of Proposed Development	
Proposed Development Description	
Development Type	
Applicant Name	
Agent Name	
Completed by (Applicant/Agent/Local Authority)	
Date of completion	

Please answer this question  
 Please answer this question  
 Please select from the drop down  
 Please answer this question  
 Please answer this question  
 Please answer this question  
 Please answer this question

There are still 7 questions you have not answered!

### Climate Impacts Framework Summary Sheet

Question	Sustainable Transport -Services - Accessibility	Rating (R/A/G)
1.1	Accessibility to a bus stop (800m)?	0
1.2	Creation /enhancement bus stops?	0
1.3	Accessibility to a rail station (800m)?	0
1.4	Accessibility to a cycle route (800m)	0
1.5	Creation /enhancement cycling routes?	0
1.6	Accessibility to a local retail/commercial centre (800m)?	0
1.7	Accessibility to a primary school (800m)?	0
1.8	Accessibility to a GP (800m)?	0
1.9	Creation of new services/amenities?	0
1.10.	Creation / enhancement of sustainable transport?	0
	Natural Environment	Rating (R/A/G)
2.2	Achieves minimum of 10% BNG?	0
2.3	Delivers BNG on-site or off-site?	0
2.11	Achieves minimum of 3:1 tree replacement (where applicable)?	#DIV/0!
2.13	Mitigation if site located on carbon-rich (peat) soils?	0
2.14	Site located on high quality agricultural land?	0
	Flooding - Drainage - Water	Rating (R/A/G)
3.1	Site located in Flood Zone 2/3	0
3.2	Site at other risk of fluvial flooding?	0
3.4	Site at risk of pluvial or surface water flooding?	0
3.10.	SuDS or NFM measures proposed?	0
3.14	Mitigation if site likely to impact negatively on water quality?	0
	Energy	Rating (R/A/G)
4.1	Considered energy hierarchy?	0
4.3	Building Regulations standards for energy efficiency exceeded?	0
4.4	Includes renewable or low carbon energy?	0
4.8	Residential accreditation obtained?	0
4.9	Commercial accreditation obtained?	0

#### Indicative RAG Ratings

- (Dark Green) Exceeds local policy requirements
- (Green) Meets local policy requirements
- (Amber) Meets local policy guidance / doesn't fail policy requirements
- (Red) Fails to meet local policy requirements
- (Grey) Not applicable

Once complete, please check all details and save this workbook and send to [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk)

Please also supply a PDF copy of this workbook.



## Version Log

- 1.0 Draft CIF Tool  
Tool was consulted on in Autumn 2023
- 1.1 Final CIF Tool (Adopted)
  - Details of changes outlined in consultation statement and summary of representations

## The Climate Impacts Framework - MINOR DEVELOPMENTS

The Council have declared a Climate Emergency with a goal for the Borough to be net carbon neutral by 2030, which means we must find ways to reduce our carbon emissions.

Buildings (new and existing) and transport are major contributors to greenhouse gas emissions and so it is crucial that new development considers the climate emergency. The Local Plan is a key tool to help us reduce carbon emissions and adapt to climate change, and Core Policy CP5 sets that all development must consider climate through its design and evidence this through the Climate Impact Framework (CIF). This will help make sure that climate considerations are embedded in planning's decision making.

The CIF is explained in full detail through the CIF Supplementary Planning Document (SPD). The SPD supports Local Plan Policy CP5: Climate Change and the wider objectives and policies of the Local Plan, by providing guidance on a variety of design considerations that can help us reduce carbon emissions and make us more resilient to a rapidly changing climate. **Developers are expected to use the Local Plan, and the CIF SPD, to guide what will be expected from a development in respect of the climate emergency and to demonstrate climate change resilience and adaptation has been appropriately considered.**

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### How to complete the CIF

The Climate Impact Framework (CIF) acts as an assessment tool for both the Applicant and the Local Authority to assess the predicted impacts of the proposed development in relation to climatic factors against the relevant policy framework.

**Guidance:**  
The 'Climate Impact Framework' Supplementary Planning Document (SPD) has been prepared to provide guidance on how developments should be designed to mitigate and adapt to climate change. The document should ideally be used to inform the development proposal from its early stages of design. Guidance on how to complete the CIF assessment can be found through the SPD, or through each of the CIF tabs in this tool - whether in text boxes, as 'hover-over' links, or direct web links.

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**The Applicant:**  
The Applicant should complete the yellow boxes within the CIF form. Red/Amber/Green ratings will be automatically assigned based on the answers provided and how they relate to Local Plan policies and the guidance in the SPD. Where relevant, further supporting commentary to justify the rating should be provided in the 'Assessment Conclusions/Additional Supporting Commentary' section of the form to assist planning officers. Applicants should also identify where information can be found in the planning application's supporting information. All questions should be answered (or marked as not applicable). Following completion, the form should be saved and emailed to [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk).

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**Assessment:**  
The CIF is split into the following categories:  
1. Sustainable Transport  
2. Natural Environment  
3. Flooding/SUDS  
4. Energy

**A note on assessments,**  
Typically, the assessments assign colours as shown by the box to the right and are designed to be broadly indicative of how well a development accords with policy and/or guidance. For example, Policy CP6(5) encourages developments to achieve the Building with Nature award, but there is no formal policy requirement for developments to do so. Therefore, in the RAG assessments, developments that achieve the award will be assessed positively (dark green), but no accreditation will not result in a negative assessment (red) because there is no specific policy requirement. Conversely, Policy DM17(3) requires the loss of trees to be replaced at a 3:1 ratio, and so failure to replace at this ratio will result in a negative assessment against policy (red), although justification text can be prepared to explain the deviation from policy requirements.

- Exceeds local policy requirements
- Meets local policy requirements
- Meets local policy guidance / doesn't fail policy requirements
- Fails to meet local policy requirements
- Not applicable / no formal policy requirement

### Begin CIF Assessment



**Section 1. Sustainable Locations and Transport Access (1 of 4)**

INTERNAL USE ONLY

**Why is this important?**

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**What information can I use?**

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- o Planning Statement,
- o Design and Access Statement,
- o Transport Assessment/Statement

**How to complete:**

Complete the yellow boxes below. The RAG assessments will calculate automatically.

CIF Questions

Your responses (please complete the yellow boxes)

Supporting Policy, Guidance and Mapping Links

RAG Assessment

		Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found	Mapping Link Available?	Relevant Local Plan Policies / Additional guidance	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
<b>Bus services</b>	1.1	Is the proposed development within 800 metres of an existing bus stop?							0
<b>Rail services</b>	1.3	Is the proposed development within 800 metres of an existing rail station?			<a href="#">ACCESS MAPPING</a>	CP3: Health and wellbeing CP5: Climate Change CP9: Transport and Accessibility CP11: Town Centres & Commercial Development	Specific Policy Requirements / Why does this matter?	Things to consider	0
<b>Cycling</b>	1.4	Is the proposed development within 800 metres of an existing/proposed cycle path or route?							0
<b>Services &amp; Amenities</b>	1.6	Is the proposed development within 800m of a retail centre (town or district or local centre)?							0
	1.7	Is the proposed development within 800m of a primary school?			<a href="#">ACCESS MAPPING</a>	DM1: Health DM16: Green and Blue Infrastructure DM29: Transport and Accessibility DM34: District & Local Centres		Things to consider	0
	1.8	Is the proposed development within 800m of a GP?							0

**Section 2. Natural Environment (2 of 4)**

INTERNAL USE ONLY

**Why is this important?**

The Climate Emergency and the Nature Emergency are closely intertwined, and we can't solve one without the other. Nature is a critical ally in the fight against climate change. Addressing climate change and biodiversity need to be considered together, and Nature-based solutions (NBS) can help us both reduce carbon emissions and allow nature to prosper. Addressing nature alongside climate change, can bring environmental, social and economic benefits.

**What information can I use?**

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:

- o Planning Statement,
- o Design and Access Statement,
- o Biodiversity Metrics
- o Biodiversity Statement
- o Tree Surveys
- o Landscaping proposals

**How to complete:**

Complete the yellow boxes below. The RAG assessments will calculate automatically.

**CIF Questions**

**Your responses (please complete the yellow boxes)**

**Supporting Policy, Guidance and Mapping Links**

**RAG Assessment**

		Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.	Mapping Link Available?	Relevant Local Plan Policies / Additional Guidance	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
<b>Biodiversity</b>	2.1	Is your development required to provide Biodiversity Net Gain (BNG)?							
	2.2	If Yes to Q2.1, does the proposed development provide a minimum of 10% biodiversity net gains?							0
	2.3	If Yes to Q2.1, is BNG to be provided on site, off-site, or a combination of the two? Or national credits?					Things to consider		0
	2.4	Are other design features included, for example bird boxes, swift bricks, bat boxes, hedgehog highways or ponds/SuDS?							0
<b>Trees &amp; Woodlands</b>	2.6	Does the proposed development result in the loss of trees on site?							
	2.7	If Yes, How many trees are to be lost?							
	2.8	Does the proposed development include new tree planting?							
	2.9	If Yes, how many trees are to be planted?							
	2.10	Net change (auto-calculated)	0						
	2.11	Ratio (auto-calculated, policy requires min 1:3 = 0.33)	#DIV/0!						#DIV/0!

**Section 3. Water, Flooding and Drainage (3 of 4)**

INTERNAL USE ONLY

**Why is this important?**

Changing weather patterns are expected to bring wetter weather, with the potential for flooding, and drier weather, with the potential for drought. It is increasingly important to responsibly manage water as a vital and precious resource. Managing water at a local level, for example harvesting and storing rain water, can help alleviate flood and drought and reduce carbon emissions. Rivers, streams, canals, reservoirs, watercourses etc are also an essential part of green/blue infrastructure, acting as habitat and corridors for wildlife, providing active travel and leisure opportunities, and helping cool surrounding air in a warming climate. There can be a range of opportunities to link new developments to blue infrastructure, for example by improving cycle and pedestrian links to canals and river ways.

**What information can I use?**

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:

- o Planning Statement
- o Design and Access Statement
- o Flood Risk Assessment
- o Drainage Assessment

**How to complete:**

Complete the yellow boxes below. The RAG assessments will calculate automatically.

**CIF Questions**

**Your responses (please complete the yellow boxes)**

**Supporting Policy, Guidance and Mapping Links**

**RAG Assessment**

	Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.	Mapping Link Available?	Relevant Local Plan Policies / Additional Guidance	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
<b>Fluvial Flood Risk</b>	3.1	Is the site located within the Environment Agency's designated Flood Zone 2 or 3 areas?			<a href="#">ACCESS, MAPPING</a>	CPS: Climate Change DM13: Flooding/SuDS DM28: Development affecting watercourses, bodies and catchment land	Things to consider	0
	3.2	Is the site at other risk of fluvial flooding (e.g. river, stream)?						0
	3.3	If 'Yes' to Q3.1 or Q3.2, is mitigation proposed?						0
<b>Other Flood Risk</b>	3.4	Is the site at risk of pluvial (rainfall) or surface water flooding?					Things to consider	0
	3.5	Is the site at risk of sewer flooding?						0
	3.6	Is the site at risk of groundwater flooding?						0
	3.7	Is the site at risk of reservoir flooding?						0
	3.8	If 'Yes' to Q3.4, Q3.5 or Q3.6, has the risk been mitigated to provide a flood resilient design?						0
	3.9	If a Flood Risk Assessment is required, has one been undertaken and provided with this application?						0
<b>Natural Drainage</b>	3.10	Does the proposed development include SuDS / Natural Flood Management (NFM)?			DM13: Flooding/SuDS DM16: Green and Blue Infrastructure DM27: Design in new developments DM28: Development affecting watercourses, bodies and catchment land	Specific Policy Requirements / Why does this matter?	Things to consider	0
	3.11	Have any of the following SuDS / NFM techniques been included in the design? Greywater / Rainwater recycling Rain gardens Bio-retention tree pits / landscaping Soakaways Swales Attenuation ponds Green roofs / walls Water butts Permeable surfaces Other (please state)						0
<b>Water Efficiency</b>	3.15	Will each residential unit achieve a water efficiency of 110 litres per person per day?			DM3: Housing mix, standards & densities	Specific Policy Requirements / Why	Things to consider	0

## Section 4. Energy Efficiency (4 of 4)

INTERNAL USE ONLY

### Why is this important?

Energy efficiency, clean energy and renewable and low carbon energy schemes have a key role to play in promoting more sustainable forms of development, improving energy efficiency and reducing the production of greenhouse gases. This brings additional benefits, such as reduced fuel bills for households, particularly against a backdrop of rising energy prices. Improving energy efficiency can therefore help tackle issues like fuel poverty and help to rebalance climate inequalities.

### What information can I use?

Information can be sourced from our online mapping, and from supporting documents to your planning application, including:

- o Planning Statement,
- o Design and Access Statement,
- o Energy Statement
- o Sustainability Statement

### Potential liaison

Local Authority liaison may be required (depending upon the proposal) with the following consultees:

- o Environmental Protection, Energy Providers/Assessors

### How to complete:

Complete the yellow boxes below. The RAG assessments will calculate automatically.

### CIF Questions

### Your responses (please complete the yellow boxes)

Response - please select an answer from the drop down box	Additional / supporting comments - including any explanation of why you consider the development to be sustainable	Supporting documents - detail where evidence / further information may be found.
<b>Energy Hierarchy &amp; "Fabric First" approach</b> 4.1 Has the proposed development considered the energy hierarchy? 4.2 Have any of the following been considered through design? Orientation Layout Shading Ventilation Materials Glazing / daylight Thermal Mass Other		
<b>Energy Efficiency, Enhanced Emissions &amp; Renewable or Low Carbon Energy</b> 4.3 Does the proposed development provide energy efficiency measures above Building Regulations? 4.4 Does the proposed development include any renewable or low carbon energy generation? 4.5 If Yes, What type of energy will be provided? Solar Wind Air source heat pump Ground source heat pump Heat network Other		

### Supporting Policy, Guidance and Mapping Links

### RAG Assessment

Mapping Link Available?	Relevant Local Plan Policies	Specific Policy Requirements / Why it matters	Things to consider	RAG Score
	CP3: Health and Wellbeing CP5: Climate Change DM12: Clean and Green Energy DM27: Design in new developments	Specific Policy Requirements / Why does this matter?	Things to consider	0 0 0 0 0 0 0
	CP3: Health and Wellbeing CP5: Climate Change DM12: Clean and Green Energy DM27: Design in new developments	Specific Policy Requirements / Why does this matter?	Things to consider	0 0

*NB. It is intended that these will link directly to the policies in the Plan, once adopted.*

## Section 5. Application details / Summary checks

(Version 1.1)

### Application details

Planning portal number (if known)	
Planning application reference (if known)	
Site Address of Proposed Development	
Proposed Development Description	
Development Type	
Applicant Name	
Agent Name	
Completed by (Applicant/Agent/Local Authority)	
Date of completion	

Please answer this question  
 Please answer this question  
 Please select from the drop down  
 Please answer this question  
 Please answer this question  
 Please answer this question  
 Please answer this question

There are still 7 questions you have not answered!

### Climate Impacts Framework Summary Sheet

Question	Sustainable Transport -Services - Accessibility	Rating (R/A/G)
1.1	Accessibility to a bus stop (800m)?	0
1.3	Accessibility to a rail station (800m)?	0
1.4	Accessibility to a cycle route (800m)	0
1.6	Accessibility to a local retail/commercial centre (800m)?	0
1.7	Accessibility to a primary school (800m)?	0
1.8	Accessibility to a GP (800m)?	0
	<b>Natural Environment</b>	<b>Rating (R/A/G)</b>
2.2	Achieves minimum of 10% BNG?	0
2.3	Delivers BNG on-site or off-site?	0
2.11	Achieves minimum of 3:1 tree replacement (where applicable)?	#DIV/0!
	<b>Flooding - Drainage - Water</b>	<b>Rating (R/A/G)</b>
3.1	Site at risk of fluvial flooding?	0
3.4	Site at risk of pluvial or surface water flooding?	0
3.8	SuDS or NFM measures proposed?	0
3.10.	Natural Flood Management techniques proposed?	0
	<b>Energy</b>	<b>Rating (R/A/G)</b>
4.1	Considered energy hierarchy?	0
4.3	Building Regulations standards for energy efficiency exceeded?	0
4.4	Includes renewable or low carbon energy?	0

#### Indicative RAG Ratings

- (Dark Green) Exceeds local policy requirements
- (Green) Meets local policy requirements
- (Amber) Meets local policy guidance / doesn't fail policy requirements
- (Red) Fails to meet local policy requirements
- (Grey) Not applicable

Once complete, please check all details and save this workbook and send to [planning@blackburn.gov.uk](mailto:planning@blackburn.gov.uk)

Please also supply a PDF copy of this workbook.



## Version Log

- 1.0 Draft CIF Tool  
Tool was consulted on in Autumn 2023
- 1.1 Final CIF Tool (Adopted)
  - Details of changes outlined in consultation statement and summary of representations

# Climate Impact Framework Supplementary Planning Document

## Consultation Statement

### 1.0 Introduction

- 1.1 Blackburn with Darwen Borough Council has prepared a Supplementary Planning Document (SPD) to provide guidance in relation to the Climate Impact Framework (CIF). This includes general guidance on how to design new development to mitigate and adapt to climate change, how to complete the CIF Assessment Tool and how the associated assessments will be used in the determination of planning applications. The CIF is a requirement of Local Plan Policy CP5: Climate Change.
- 1.2 The SPD is prepared in line with the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012 (“the TCPA 2012”), the National Planning Policy Framework (NPPF) and national planning guidance.

### 2.0 Purpose of the Consultation Statement

- 2.1 Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulation 2012 (as amended) states that before a local planning authority (LPA) can adopt a supplementary planning document (SPD) it
- a) must prepare a statement setting out –
    - i) The persons the local planning authority consulted when preparing the SPD
    - ii) A summary of the main issues raised by those persons; and
    - iii) How those issues have been addressed in the SPD
- 2.2 Regulation 12(b) states that, for the purposes of submitting representations on the SPD, the council must make copies of the SPD available publically with details of the date by which representations must be received (with the consultation open for at least 4 weeks), and the address to which they must be sent. Regulation 13 states that any person may make representations on an SPD, but they must be received by the LPA before the close of consultation.

### 3.0 Statement of Community Involvement

- 3.1 The Council’s Statement of Community Involvement (SCI) sets out how the council will undertake consultation during the preparation of various planning documents, including the Local Plan and SPDs.
- 3.2 In accordance with the above Regulations (as amended), the Council have confirmed through the SCI that, for SPDs, they will:
- Send email/written notification to statutory consultees, general consultees on the planning database and other relevant stakeholders, of issues to be addressed in the SPD, and how to make representations

- Make copies of the SPD document available for inspection at the council offices and any other venue the council consider appropriate (Regulation 35).
- Publish a notification on the council website

### 3.3 Prior to adoption of the SPD, the Council will:

- Prepare a consultation statement setting out the main issues raised by representations received and how those comments have been addressed in the SPD the Council intends to adopt
- Send email/written notification to statutory consultees, general consultees on the planning database and other relevant stakeholders that the SPD has been adopted, including the provision of a link to the published document and adoption statement on the council website
- Make copies of the adopted SPD and adoption statement available for inspection at the council offices and any other venue the council consider appropriate (Regulation 35)
- Publish a notification and make the SPD available on the council's website.

## 4.0 Public Consultation

### 4.1 In accordance with the TCPA 2012 Regulations, and the Council's SCI, the draft SPD was:

- Published on the Council website at [www.blackburn.gov.uk/CIF](http://www.blackburn.gov.uk/CIF)
- Paper copies of the SPD document, and print outs of the Excel assessment tool, were placed 'on deposit' at Blackburn and Darwen Town Halls, in the borough's libraries, and in the Barlow Institute, Edgeworth. Due to the nature of elements of the SPD, namely the online based interactive mapping and the desktop based excel worksheet, these could not be printed, but could be accessed via public computer terminals within the venues. Instructions were provided to ask library staff for help using the internet, should it be needed.

### 4.2 Publicity was issued by:

- Notification on the Council website
- An email/letter to all statutory consultees and general consultees recorded on the council's consultation database. This included the statutory consultees Natural England, Environment Agency and Heritage England.
- An email/letter to agents who have submitted recent planning applications of the types that will be covered by the CIF, once adopted.
- Emails to Councillors
- Social media - two posts, publicising the CIF consultation, were published on the Council's Facebook page

### 4.3 Comments were invited for 4 weeks between:

- Thursday 26 October and Friday 24 November 2023

### 4.4 Comments could be submitted to the Council by online form, email or post. The SPD document contained a series of questions to serve as prompts for consideration of the CIF. An online comments form was produced, available from the webpage, which allowed respondents to comment on those questions. Alternatively, general comments could be

submitted via email to [forwardplanning@blackburn.gov.uk](mailto:forwardplanning@blackburn.gov.uk), or by post to the Strategic Planning Team.

## 5.0 A summary of the main issues received and how they have been addressed in the CIF SPD

- 5.1 13 representations were received on the CIF SPD consultation; 2 through the online form, and 11 by email. Respondents included the statutory consultees Natural England and the Environment Agency, as well as general consultees including Sport England, National Highways, Homes England and United Utilities. One large house builder (Barratt Homes) also submitted comments via their planning consultants.
- 5.2 A summary of all the comments received through the representations can be found in Appendix A of this report. Appendix A also details how each comment has been considered, and any changes that have been made to the SPD as a result.
- 5.3 For the purpose of the report, the following ‘themes’ have been drawn out as a more concise summary of the main issues and how they have been addressed in the CIF SPD:
- **General support for the CIF:** A number of consultees registered support for the CIF to help give a greater focus to the climate emergency through the design of new developments. This support is acknowledged and welcomed by the Council.
  - **Expansion of legislative and national context section:** Some consultees suggested the inclusion of additional legislation and guidance, such as the Levelling-Up and Regeneration Act 2023 which was passed by Parliament following the start of the CIF consultation. These suggestions have been incorporated into the SPD, whether directly within the context section or within the ‘useful resources’ in Appendix B.
  - **Expansion of design guidance:** Some consultees requested expansion of design guidance. The design guidance has, in most cases, been updated in response to the suggestions of the consultees. Some of the suggested text has been simplified so as not to be too technical. Technical drainage guidance, for example, can be found in other drainage-specific guidance.
  - **Excel format:** One respondent questioned the use of an Excel tool as not everyone may be familiar with the software. Officers have previously looked into alternatives but only Excel can provide the full functionality to perform automatic ‘RAG’ assessments (without necessitating bespoke software design, which would be at cost to the Council). It is considered that most applicants will be familiar with Excel, and officers can provide any assistance as required. In those rare cases where Excel cannot be used, a paper form can be provided (as detailed in Appendix D of the CIF SPD).
  - **Expansion of questions:** Sport England supported the expansion of questions relating to active travel design, whilst United Utilities supported the expansion of questions relating to water, flood and drainage. Where considered appropriate, questions within the CIF assessment have been updated.

- **Duplication of information:** A small number of consultees raised concerns regarding the duplication of information, for example between the Energy Statement or evidence documents and the CIF. Officers acknowledge there may be some duplication of information, but completion of the CIF is not considered to be onerous and the responses to the CIF should be quick to provide as they will largely be informed by those evidence documents. The CIF supports RAG assessments and the collation of key environmental information in one place, increasing transparency.
- **Scoring methodology / viability:** One consultee (a house-builder) considered this to be onerous in assessing policy guidance, and scoring should be made clearer. Notably, no specific examples were provided to illustrate an issue (bar one, which has been addressed). However, all RAG assessments have been rechecked by officers, and adjusted as necessary. Officers consider that the SPD provides sufficient guidance with which to complete the CIF tool.
- The consultee also considered that the CIF scoring encourages applicants to go beyond planning policy / building regulation requirements to achieve some green scores and raised concerns that the subsequent impacts on viability have not been tested. However, all policy *requirements* ('must's') have been tested through the Plan Viability Study so there should not be any impacts on viability. The Council are ambitious for the climate, and the CIF is designed to encourage good design by positively assessing schemes that meet, and particularly exceed, policy requirements and guidance. Whilst the Council encourage developers to go beyond requirements and guidance ('should's'), by affording them positive assessment in the CIF, it is ultimately for the developer to choose how far they go and so this should not impact viability. The CIF SPD makes clear that any schemes achieving 'red scores' does not mean they will be refused planning permission – it just serves to flag that improvements are likely needed.
- **Support for the use of CIF for minor residential schemes:** The CIF consultation sought opinions on whether the CIF should just apply to major residential / major commercial schemes, or whether it should also apply to minor residential schemes. A number of respondents supported the extension of the CIF to minor residential schemes, with the view that all developments should be considering the environment in their design. It was suggested that the CIF should, however, be adapted to simplify requirements for minor schemes.
- On that basis, officers have produced a second, more simplified, CIF form specifically for minor residential schemes. It contains slightly fewer questions than the main CIF form. It is intended that this will be made available for minor schemes to complete. A transitional period is proposed to support the phasing in of the CIF tool for minor schemes.

## 6.0 Conclusion

- 6.1 This consultation statement has explained how consultation has been undertaken, in accordance with the Regulations and the Council's SCI, and summarised the comments which have been received through the consultation. It has also outlined the changes the Council have made to the CIF SPD in direct response to those representations.
- 6.2 The next stage is for the SPD to progress to adoption. All statutory consultees, general consultees on the planning database and other relevant stakeholders will be notified of

subsequent adoption in accordance with the regulations and SCI. The SPD, and an accompanying adoption statement will be made available in accordance with the regulations and SCI, with all materials made available on the Council website.

## APPENDIX A: SUMMARY OF REPRESENTATIONS RECEIVED THROUGH THE DRAFT CIF SPD CONSULTATION

Rep ID	Organisation	Comment ID	Summary of comments	Council response	Change to CIF (if relevant)
1	Local Lead Flood Authority	1	No comments.	Noted	None required.
2	Geo Lancashire	2	No comments.	Noted	None required.
3	Canal & Rivers Trust	3	No comments.	Noted	None required.
4	National Highways	4	No comments.  National Highways supports that the SPD will provide supporting information and design guidance on planning for the climate emergency, and the document explains how climate mitigation and adaptation will be considered and assessed during planning applications.	Noted	None required.
5	Sport England	5	Sport England would welcome reference to its Active Design guidance within the Legislative and National context section. Encouraging greater activity contributes to reducing traffic and cutting emissions.  Sport England welcome the inclusion of active travel within the scope of the SPD.  Reference to Sport England Active Design guidance would be welcomed within the design guidance for transport, services and amenities.	This section is intended to highlight key legislation and policy relating to climate emergency. It is not an exhaustive list and further resources can be found in Appendix B.	Reference to the Active Design Guidance has been included within Appendix B. Reference to active travel design, and the resources in Appendix B, is now included in the design guidance for transport.
		6	With regard the CIF Excel tool, Q1.4, it may be more useful to consider whether the proposed development would connect to the surrounding network of cycle	Q1.4 already asks whether the proposed development is within 800m of an existing or	Q1.4 has been expanded to include 'cycle path or route'

			routes and whether it adds any connections to that network. It would also be beneficial to widen the scope of the question to consider walking as well as cycling routes.	proposed cycle path, and reflects transport accessibility guidance. It will not be possible for all developments to connect directly to cycle routes and so the CIF should focus on potential accessibility in the vicinity of the development site. Walking is considered as part of the wider '20 minute neighbourhood' principles, which questions 1.1-1.9 seek to address.	
6	Coal Authority	7	No comments.	Noted	None required.
7	Environment Agency	8	We are satisfied the CIF identifies the key climate change considerations. However, the LURA 2023 may impact on this SPD and we recommend including it as relevant policy in section 4.0, and consider whether any of the changes in the Act need to be factored into the SPD content.  We are satisfied the scope of the SPD covers everything it needs to.	Amended	Reference to the LURA 2023 is now included in Section 4.0.
		9	We understand why minor residential schemes are excluded as they may present challenges for CIF compliance. However, this may not be the case in every circumstance and so there may be opportunities for the CIF to be adapted (the applicant asked to complete sections of the CIF which are relevant to their scheme)	The Council are keen to make the CIF requirement as simple as possible. We have explored how to tailor the CIF to different scheme types (so that each triggered relevant	Officer recommendation that minor apps complete a more basic, shorter CIF form. A CIF for minor residential applications



		to have regard to nature and scale of proposed developments.	questions) but it was too difficult to do whilst still retaining the automatic assessment functionality.	has therefore been produced.
	10	It is unclear why CIF compliance for commercial development is restricted to major schemes only. Why can smaller commercial development not be included too, taking a similar approach?	CIF compliance for commercial development is restricted to major schemes due to associated policy requirements – e.g. BREEAM requirements are only required on major commercial schemes under Policy DM12.	None required.
	11	The Energy Statement encourages renewable energy which we support in principle, however where new technologies could have negative impacts on the environment, we recommend measures are in place to manage them and that they are resilient to the changing climate.	Acknowledged	Additional text included at paragraph 5.23 of SPD to clarify the importance of mitigation in such cases.
	12	Within the design guidance for transport, we recommend the integration of green/blue infrastructure along transport corridors, to positively impact amenity and enhance biodiversity.	Acknowledged	Additional text included within the transport design guidance to include reference to green and blue infrastructure along transport corridors.
	13	We consider design guidance for the natural environment is thorough, and that BNG targets are linked to policies. We would suggest that site layouts	Acknowledged	Additional text included within the natural environment

		should seek to incorporate and enhance existing blue infrastructure features, instead of hiding them behind fences and buildings.		design guidance to include reference to blue infrastructure within site layouts.
	14	<p>Pleased with considerations mentioned in design guidance for flooding, water and drainage. It could go further with regard SuDS and suggest wording changes, to bullet point 6 and 7.</p> <ul style="list-style-type: none"> <li>• Bullet point 6 – We would recommend amending this paragraph to require that development seeks opportunities to enhance blue infrastructure as well as protect it. From a BNG perspective, any detrimental impacts on “watercourse units” will need to be compensated for through mitigation that delivers a 10% increase in biodiversity value over pre-development biodiversity value from January 2024.</li> <li>• Bullet point 7 - We would recommend that in relation to flood risk, the SPD seeks to avoid “inappropriate development” in Flood Zone 2 or 3 rather than “new development”; some new development or parts of new development (flood defences, public open spaces, amenity habitats) may be appropriate or necessary in flood risk areas.</li> </ul>	Acknowledged. The Council do have separate, more detailed design guidance relating to flooding and drainage and so the guidance in the CIF on this topic is not intended to be exhaustive.	<p>Additional text added to bullet point 6 to include reference to ‘enhancement’ and additional text added in to reference watercourse units and BNG.</p> <p>Additional text added to bullet point 7 to clarify the guidance should relate to inappropriate new development in flood zone areas.</p>
	15	Design guidance comprehensively considers options available to applicants. We are not aware of any other case examples of exemplary eco-development.	Noted	None required.

		16	Recommend the addition of a CIF question relating to impacts on any blue infrastructure, and whether any mitigation is proposed. We also query the ordering of some questions along with the relevant RAG score for the response [but no details provided].	Acknowledged.  Comments on the RAG scoring noted, and have been checked. However, examples of incorrect RAG assessments are not detailed.	Additional questions added to CIF in relation to blue infrastructure and SPD guidance updated.  Order of questions has been reconsidered, and RAG scores checked.
		17	We have not identified any questions we consider should be excluded.	Noted	None required.
		18	Q3.7 – is a FRA is required but not submitted why does this generate an amber rating, it should be red.  Could the approach to RAG scoring be refined – having two versions of ‘green’ and two versions of ‘meets policy option’ may have the potential to cause confusion.	Comments relating to the FRA are acknowledged.  The colour ratings are explained in the SPD. The darker green is intended for those schemes that significantly exceed policy requirements.	The assessments, and accompanying guidance, relating to a FRA have been amended.
		19	With regard the mapping, Section 3, Notes on Mapping sources, page 70, we recommend it should refer to .3.1 – Environment Agency Flood Zone 2 and Flood Zone Mapping-3	Acknowledged.	Text amended to refer to ‘Flood Zone 2 and Flood Zone 3’.
8	Homes England	20	No comments.	Noted	None required.
9	United Utilities	21	We would suggest that the design guidance for the natural environment includes the following additional point. - <i>Applicants must consider how multi-functional</i>	Acknowledged.	This wording has now been included in the

		<i>green and blue infrastructure can be integrated into the development at the outset of the design process. This includes the landscaping for the site which should be intrinsically linked to proposals to sustainably managing surface water and 'slow the flow'</i>		natural environment design guidance
	22	We also request that you include the following additional points:  - <i>New development must have regard to flood risk from all sources (including fluvial, surface water, sewer, reservoir and groundwater flood risks). Applicants will need to demonstrate that these sources have been considered through consultation with the relevant bodies.</i>	Acknowledged.	This wording has now been included in the water and flooding design guidance
	23	<i>-The design of development should assess and respond to the existing hydrological characteristics of a site to ensure a flood resilient design is achieved and water / flooding is not deflected or constricted. The hydrological assessment of the site must consider a range of matters including site topography, naturally occurring flow paths, ephemeral watercourses and any low lying areas where water naturally accumulates. Resultant layouts must take account of such circumstances.</i>	Acknowledged.	A simplified version of this wording has been included in the water and flooding design guidance
	24	<i>- Applications will be required to consider exceedance / overland flow paths from existing and proposed drainage features and confirm ground levels, finished floor levels and drainage details. Drainage details, ground levels and finished floor levels are critical to ensure the proposal is resilient to flood risk and climate change. It is good practice to ensure the external levels fall away from the ground floor level of the proposed buildings (following</i>	This is technical guidance more pertinent to specific flood and drainage guidance.	None required. A simpler summary is provided through the above change (relating to topographical considerations).

			<i>any regrade), to allow for safe overland flow routes within the development and minimise any associated flood risk from overland flows. In addition, where the ground level of the site is below the ground level at the point where the drainage connects to the public sewer, care must be taken to ensure that the proposed development is not at an increased risk of sewer surcharge. It is good practice for the finished floor levels and manhole cover levels (including those that serve private drainage runs) to be higher than the manhole cover level at the point of connection to the receiving sewer.</i>		
	25	We suggest that the final hyphenated point of this section is amended to state:  <i>- Natural flood management techniques / multi-functional sustainable drainage systems must be prioritised <del>can also be utilised</del>, examples including green roofs, rainwater harvesting, rain gardens, use of pervious and permeable surfaces, swales and channels, infiltration trenches, soakaways, detention basins and bio-retention</i>		Acknowledged	Additional text added to water and flooding design guidance.
	26	We suggest the following additional point to the design guidance for energy efficiency.  <i>- Incorporate water efficiency measures. Water efficiency in new development has multiple benefits including a reduction in water and energy use, as well as helping to reduce bills. Water efficiency is a key component of the journey to net zero.</i>		Acknowledged	Additional text added to energy efficiency design guidance.

			<p><i>Suggestion made to the wording of CIF questions in Section 3 of the Excel (see rep for full details), including expansion of criteria.</i></p>	<p>Acknowledged</p>	<p>Following changes made:</p> <p>Minor wording changes to questions relating to flood risk</p> <p>Additional questions listed under 'Other flood risk' relating to pluvial, surface, sewer, reservoir and groundwater flooding</p> <p>Additional NFM/SUDs techniques added to list of features.</p> <p>Additional questions suggested for Section 3 (Natural Environment) rejected on the grounds they are too onerous a question.</p>
		27	<p>Q3.13 relating to higher water efficiency standards may only be evidenced following construction.</p>	<p>Acknowledged. Water efficiency requirements will be added by planning condition. However, it is worth highlighting the requirement through the CIF so that</p>	<p>None required.</p>

				applicants are aware of the requirement.	
10	Natural England	28	Welcomes the production of the CIF SPD. Provides a list of resources that could be used to inform, or be included in, the CIF SPD.	The list of resources has been considered, but no changes to the SPD are considered necessary. Some of the resources suggested are quite dated and are likely to have been superseded by BNG requirements. Resources are already provided through Appendix B.	None required.
11	Pegasus, on behalf of Barratt Homes	29	Welcomes pro-active stance to climate emergency and supports Council's overall aims. Generally support the document, which provides supplementary guidance that directly cascades from adopted plan policies.	Noted	None required.
		30	But, object to requirement for the CIF as currently presented on following grounds: -consider there is some duplication of information in respect of CIF and requirement for certain schemes to provide Energy Statements	The CIF will be required for all major residential and commercial schemes; an Energy Statement only for those major schemes proposing to achieve enhanced emissions reductions. In these cases there may be some duplication of information, but it is not considered to be onerous and the response to the CIF questions should be quick to provide.	None required.

		31	<p>-scoring method is onerous and seeks to include optional elements in the emerging plan, meaning anything which is full policy compliant may not automatically receive a green score</p> <p>-Indicative RAG ratings state amber AND light green meet policy requirements – this is unclear and may have implications when presented at planning committee. Scoring needs to be clearer.</p>	<p>The SPD (11.10- 11.22) explains the broad scoring method, which the consultation sought feedback on. Whilst some comments refer to the onerousness or unclearness of the RAG assessments, no specific feedback has been received on a question by question basis and therefore it is difficult to adjust any individual RAG scores accordingly, although they have all been checked again.</p> <p>The Council are ambitious for the climate, and consider it appropriate that policy and guidance can score greens. This is to encourage good, sustainable design. However, only schemes that fail against <u>policy requirements</u> (not guidance) can score red.</p>	<p>Some of the scoring criteria has been changed to distinguish between policy and guidance.</p> <p>e.g. Q1.11 – Where required, Travel Plans are a requirement of policy and so the RAG assessment has been changed from Green/Amber to Green/Red.</p>
		32	<p>-object to wording at section 9.5 regarding affording greater weight in the planning balance to greener proposals. This conflicts with NPPF. Greater weight cannot be afforded to 'greener' proposals, and should be balance of sustainable development.</p>	<p>Acknowledged. Environmental (including climate-based) considerations are just one aspect of the planning balance and achieving sustainable development. Whilst greater</p>	<p>Sentence beginning 'The Council will balance...essentially affording greater weight in the planning balance to 'greener'</p>



				environmental weight can be given in that balance to schemes that, for example, reduce emissions, it was not the intention of the wording to suggest that this should outweigh all other considerations.	proposals' has been removed. Wording replaced with 'Such environmental improvement measures will be considered as part of the planning balance'.
		33	-additional prescriptive requirements not formally tested through a Viability Appraisals. SPD encourages applicants to go above Building Regulations to achieve some green scores, which have not been tested as part of the Local Plan and are likely to have considerable impacts for developments at all scales.	The CIF assesses whether prescribed planning policy requirements have been met through a proposal – these policy requirements have been tested through the Plan Viability Study. In addition, the Council is ambitious towards addressing the climate emergency and considers good, sustainable design should be encouraged. Therefore, the CIF also <b>encourages</b> schemes to exceed policy requirements / guidance, by affording them positive assessment. There is therefore a viability difference between meeting policy (a prescribed requirement) and exceeding it (an ambition).It means that it is for the developer to choose how far they go, but clearly those	None required.

				schemes that exceed policy requirements and provide more sustainable and environmental schemes will be considered more positively in the planning balance.	
12	Mr M Reid	34	<p>Road safety//pedestrian infrastructure improvements should also be included.</p> <p>A CIF should be required for minor residential schemes, and should assess pedestrian road safety and environmental impact.</p>	Road safety / pedestrian infrastructure improvements are not a direct consideration in addressing climate change, although it is acknowledged that ensuring safety can encourage walking. Additional information can be provided in the CIF, by applicants, to clarify any safety measures being introduced.	None required.
		35	<p>Not everyone is confident using an Excel spreadsheet format.</p> <p>An explanation of why the person marking the CIF assessment has decided to mark each question up or down should be provided.</p>	The Council have explored alternate methods / designs of the CIF, but only Excel supports the automated assessment functionality. The CIF has been designed to be as easy to use as possible and most answers use pre-populated fields. Anyone having difficulty using the Excel can contact the Council for help.	None required.

				The CIF is also designed to be automated system, and the CIF assessments are automated based on the answers completed by the applicant. They can also provide accompanying justification / comments to support their responses. Any changes made to the CIF after its completion, for example, as a result of scheme design changes, can be included in officer report.	
13	Wiggett Construction Group Ltd	36	<p>SPD/Tool duplicates information that will already be submitted (e.g. through a Flood Risk Assessment, Drainage Strategy, Design and Access Statement), and/or is required by building regulations.</p> <p>CIF gives a clear view of schemes approach to climate, to make it easier to assess a scheme, but it is a duplication of information that could be viewed as 'red tape'.</p>	The CIF asks for a summary of information that will be contained within supporting information. Whilst this does provide a little bit of duplication, it is not considered that completion of the CIF is too onerous on an applicant, but is helpful in providing a summary of how the scheme considers climate.	None required.
		37	A CIF should be required for minor residential schemes, and should include change of use and conversions. The smaller schemes should not be required to provide as much information as bigger schemes, but by doing so it may help them become aware of items that may be required or can be considered.	Noted.	Officer recommendation that minor apps complete a more basic, shorter CIF form. A CIF for minor residential applications

					has therefore been produced.
		38	An Energy Statement should be a standard item for all developments.	Noted. Local Plan Policy DM12 specifies an Energy Statement will only be required for major planning applications proposing to exceed energy efficiency standards (set by Building Regulations).	None required.
		39	Red RAG ratings suggest the scheme should not be granted planning permission. Some of the red ratings will not relate to planning policy, they may be guidance. This could be misleading.	The SPD guidance explains that red ratings do not mean a scheme should be refused; just that it fails to meet a policy requirement.	None required.
		40	The mapping tool looks like an excellent feature.	Noted.	None required.

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Growth and Development
<b>LEAD OFFICERS:</b>	Strategic Director of Growth & Development
<b>DATE:</b>	Thursday, 8 February 2024

<b>PORTFOLIO/S AFFECTED:</b>	Growth and Development
<b>WARD/S AFFECTED:</b>	Little Harwood and Whitebirk; Roe Lee;
<b>KEY DECISION:</b>	Y

**SUBJECT:** Northeast Blackburn Strategic Housing Site Masterplanning

### 1. EXECUTIVE SUMMARY

- 1.1 This report outlines the outcome of the formal tender exercise for the appointment of a masterplanner to bring forward a combined Masterplan, Design Code, and Infrastructure Delivery Plan for the newly allocated Northeast Blackburn Strategic Housing Site (SHS). The site has been allocated in the new Local Plan (2021-2037), formally adopted by the Council on the 25<sup>th</sup> January 2024, and is illustrated on the plan attached as Background Paper 1.
- 1.2 The SHS is in multiple land ownership (eight principal landowners, including the Council), with Blackburn with Darwen Borough Council as the largest landowner owning approximately 45% of the total site area.
- 1.3 The SHS is of nearly 100 hectares in size and is expected to deliver around 1,500 high quality homes along with other appropriate supporting uses. Development of the site will be spread over multiple phases, expected to commence within the first 5 years of the new Local Plan, extending well beyond the Local Plan end date of 2037.
- 1.4 The Council is leading (in collaboration with other landowners) on procurement of the next stages of masterplanning work to ensure that an appropriate, high quality, deliverable and viable scheme can be progressed to an Outline Planning Application (expected in 2025).
- 1.5 In October 2023 an Invitation to Tender (ITT) was released via The Chest, with ten bids received from consultants interested in delivering the requested masterplanning services on the site.
- 1.6 Following evaluation of the bids, one bidder was invited for a clarification interview. They have now been confirmed as the preferred bidder to be appointed to work on the SHS. The consultant is to be appointed following approval of this report, and their contract will commence from mid-February.

## **2. RECOMMENDATIONS**

That the Executive Board:

- 2.1 Approves appointment of the preferred consultants (Stantec) to undertake the Masterplan, Design Code, and Infrastructure Delivery Plan for the North East Blackburn Strategic Housing Site (SHS) allocation;
- 2.2 Delegates authority to the Growth Programme Director and the Executive Member for Growth and Development, to approve and sign a new collaboration agreement with other landowners to cover the next phases of work on the SHS (masterplanning and preparation of an Outline Planning Permission);
- 2.3 Authorises the Strategic Director of Growth and Development in consultation with the Executive Member for Growth and Development, to approve the procurement of consultants for the preparation of an Outline Planning Permission at an appropriate point later in 2024 once masterplanning is underway and relevant information requirements around Environmental Impact Assessment to support an application are understood;
- 2.4 Approves spend of up to a maximum of £1m of capital funding for the period 2024/25, 2025/26 and 2026/27 to bring forward the Strategic Housing Site with work including, masterplanning, procurement of surveys, preparation and submission of the Outline Planning Permission for the site and any other design or commissioning works associated with site enabling infrastructure. These costs apply to all landowners across the site (not just the Council) and a mechanism for sharing costs or providing funding amongst all landowners will be agreed as part of the new collaboration agreement referenced under 2.2.
- 2.5 Approves a virement of £1m from the budget for the MediPark Scheme in the Capital Programme to fund the expenditure in 2.4 above (noting that some of this expenditure will be recovered by way of the collaboration agreement referred to).
- 2.6 Notes that a further report will come forward seeking approval of the Masterplan, Design Code and Infrastructure Delivery Plan once the design work is complete.

## **3. BACKGROUND**

- 3.1 Blackburn with Darwen Borough Council has now adopted its new Local Plan (2021-2037). The North East Blackburn SHS, and development of a new neighbourhood on the edge of this area of town, is identified as one of the six key ideas that underpin the 'balanced growth' strategy of the plan. Successful (and timely) development of the site will be a key element of delivering the overall housing strategy set out within the new plan.
- 3.2 The North East Blackburn SHS is 97.52 hectares in size and is expected to deliver around 1,500 high quality homes in total (during this local plan period and beyond) spread across four phases. Both the Local Plan policy (Policy H195), and the ITT documents issued, make clear that a Local Centre / Community Hub is expected to form a part of this new residential development. The site is bounded by the A6119 (Brownhill Drive) to the west and includes land between Belvedere/East Lancs Road to the north, Whalley Old Road to the south, and up to the borough boundary in the east. The site boundary and location are shown attached in Background Paper 1.
- 3.3 The site is owned by eight principal landowners with Blackburn with Darwen Borough Council being the largest of these owning approximately 45% of the site by area. In 2020, a collaboration agreement (MoU) was signed by all key parties to help undertake the work necessary to progress

the site through to a formal allocation in the new Local Plan (2021-2037). A revised collaboration agreement is currently being prepared to agree the roles and responsibilities for the next stages of work, and how costs will be shared, up to the point of securing outline planning permission for the entire site.

- 3.4 In order to drive the site forward, the Council sought after an appropriately qualified masterplanning team to cover the range of specialisms required to deliver the Masterplan, Infrastructure Delivery Strategy and Design Code to ensure that delivery of the first housing units on the site can be realised within the first five years of the plan. The policy requirement (set out in Policy H195) for the site is clear that these elements must all be in place before planning approval can be granted, to ensure that appropriate infrastructure is viable and deliverable, and that a high-quality development is secured.
- 3.5 In October 2023 an Invitation to Tender (ITT) was released via The Chest for an open tender for a period of five weeks, to allow consultants to express their interest in being appointed as the masterplanner for the site. A brief was provided which summarised the key requirements as:
- The preparation of a comprehensive and holistic masterplan for the phased development of the site that achieves a balance between constraints and opportunities and demonstrates how the objectives set out in the brief will be delivered.
  - Building on existing information (used in the preparation and examination of the new Local Plan to support the site allocation) to show an integrated and efficient approach to bulk earthworks, roads and drainage balanced against the objectives of the masterplan.
  - Show how the infrastructure to serve the development can be built in a viable and cost-effective way taking into account the need to phase its delivery.
  - Carry out a thorough appraisal of the impacts on the setting of heritage assets and an approach to mitigation as an integral part of the masterplan that addresses the concerns raised by Historic England.
  - Place a strong emphasis on environmental quality in all aspects of the development including green spaces and blue spaces and show how Biodiversity Net Gain (BNG) objectives will be met on the site.
  - Demonstrate a thorough understanding of utility requirements and the need, if any, for reinforcement (or diversions). This should then feed into the infrastructure delivery strategy; and
  - Demonstrate that there will be an inclusive and effective approach to communication and engagement using mixed media which targets all parts of the local community.
- 3.6 A total of ten bids were received by the closing date of Friday 1<sup>st</sup> December. The bids were evaluated on a 60%/40% quality vs cost basis, with more detailed results set out in Section 4 of this report.
- 3.7 The highest scored bidder, Bidder J (Stantec), were invited to meet with Council officers to clarify aspects of their tender before the decision was made to recommend them to be appointed as the preferred consultant.
- 3.8 The Council administered the tender process throughout and subsequent evaluation stages in accordance with the Council's Procurement Strategy.

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

- 4.1 **ITT Tender results** - The Council received ten tenders for the North East Blackburn SHS Masterplan, Design Code and Infrastructure Delivery Plan.

The overall score for each bidder is detailed in Table A below. Each bid was scored on a 60% quality and 40% cost (price) basis.

The Quality score detailed below comprises the aggregate score of four sub-weighted quality questions which focused on:

- 1) The consultant team put forward, their suitability, skills and relevant experience;
- 2) Three examples of similar projects completed in the last 5 years;
- 3) Project/programme management and key stakeholder consultation; and
- 4) Design methodology and stage of work to produce the required outputs.

The Price % score comprises the aggregate score of two sub-weighted quality questions which focused on:

- 1) The total price of the commission; and
- 2) The total of time-based rates for any potential additional work.

<b>Table A: ITT Tender Results</b>			
<b>Bidder Reference</b>	<b>Price</b>	<b>Quality</b>	<b>Total score %</b>
Bidder A	4%	44%	48%
Bidder B	13%	43%	56%
Bidder C	16%	45%	61%
Bidder D	4%	41%	45%
Bidder E	4%	45%	49%
Bidder F	5%	43%	47%
Bidder G	2%	41%	44%
Bidder H	36%	28%	63%
Bidder I	4%	38%	41%
Bidder J	31%	40%	71%

- 4.2 Bidder J (Stantec) scored the highest overall, with a significant margin between the second highest scoring bidder (Bidder H). A meeting was arranged with them to provide an opportunity to answer any clarification questions that had been raised by Council Officers and the other landowners during the evaluation process.
- 4.3 Stantec have provided a thorough bid with good responses which met the scope of works set out in the brief. They provided 3 case studies which proved that they have extensive experience working on similar masterplans before for different local authorities and identified numerous requirements and considerations within their design methodology.
- 4.4 Stantec Inc. are a multi-disciplinary international professional services company in the design and consulting industry. They have worked on various projects from large-scale inner-city regeneration to urban extensions and new communities.
- 4.5 For the reasons outlined above, it is recommended the Council accepts the bid from Stantec and appoints the company as the preferred masterplanner.

## **5. POLICY IMPLICATIONS**



- 5.1 The North East Blackburn Strategic Housing Site allocation is identified as one of the six key ideas in the new Local Plan, forming a central part of the overall housing strategy. The scale and location of the strategic urban extension enables provision of high-quality homes to be brought forward, to significantly help diversify the local housing offer, and support development of a new sustainable community.
- 5.2 Site specific Policy H195 of the new Local Plan sets out a number of Key Development Considerations (KDCs) to ensure that the site is planned and delivered as a high quality, sustainable, and ultimately deliverable scheme. KDC1 makes clear that a masterplan (including Design Code and Infrastructure Delivery Strategy) must be agreed by the Council prior to the granting of planning permission on any part of the site allocation.
- 5.3 Commencement of the masterplanning process now will ensure that the Council can maintain an adequate pipeline of housing sites through the first five years of the new Local Plan.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 The fee proposal by Stantec will be paid by the Council in regular instalments from appointment through to contract conclusion, anticipated December 2024. Sufficient funds will be made available in the 2024/25 capital Programme to cover the funding for this work. Whilst the Council may have to forward fund all costs relating to this work, landowners will each pay their fair share with the mechanism of recovery to be agreed through a new collaboration agreement (MoU), with any funding support recovered with a commercial rate of interest and secured by either a suitable guarantor or by a charge on the landowners land with rights to recover.
- 6.2 As part of the procurement process, time-based rates were also submitted. This will be for any additional work that may be required in support of this masterplanning commission that is not covered by the original brief. Any such work will require further Director sign off prior to being agreed should it be required, and again be covered in terms of cost recovery by the new collaboration agreement.
- 6.3 The Council has recently been awarded a total of £100k Planning Skills Delivery Fund money. £30k of this grant funding is earmarked for 'masterplanning and urban design expertise', with the intention that it should support masterplanning work and internal officer learning and the retention of knowledge in-house to use on future design of schemes. The Council will use this to fund part of the Council's share of the masterplanning exercise, and to facilitate staff upskilling throughout the process.

There is currently no budget included in the Capital Programme for the work outlined in this report. In view of this, it is proposed that a virement of £1m is made from the capital estimate for the Medipark Scheme, which is not expected to progress in the medium term, to providing the funding necessary to progress this project. As indicated above, the Council will recover some of the costs incurred by way of a collaboration agreement with the other landowners.

## **7. LEGAL IMPLICATIONS**

- 7.1 The procurement of masterplanning services is in accordance with the Council's Procurement Policy, procurement best practice, and all relevant legal requirements including public contract regulations 2015 and 2020 amendments (post EU exit) and other appropriate legislation. The Council has achieved best consideration by choosing to procure services through an open and competitive tender process.

## 8. RESOURCE IMPLICATIONS

8.1 There are no additional resource implications, this will be covered by the Growth and Development teams, using support made available through the recently awarded Planning Skills Delivery Fund.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

10.1 An inclusive and effective approach to communication and engagement was clearly set out as a requirement in the brief for masterplanning services. Public consultations will take place as part of the masterplanning and will be expected to continue through the outline planning application process too.

10.2 Regular stakeholder engagement will also be undertaken as this is a key and imperative part in order to deliver the masterplan successfully.

10.3 Regular communications will also be kept up with all the other landowners and their agents too, to keep them involved and informed at all key stages of the process.

## 11. STATEMENT OF COMPLIANCE

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

## 12. DECLARATION OF INTEREST

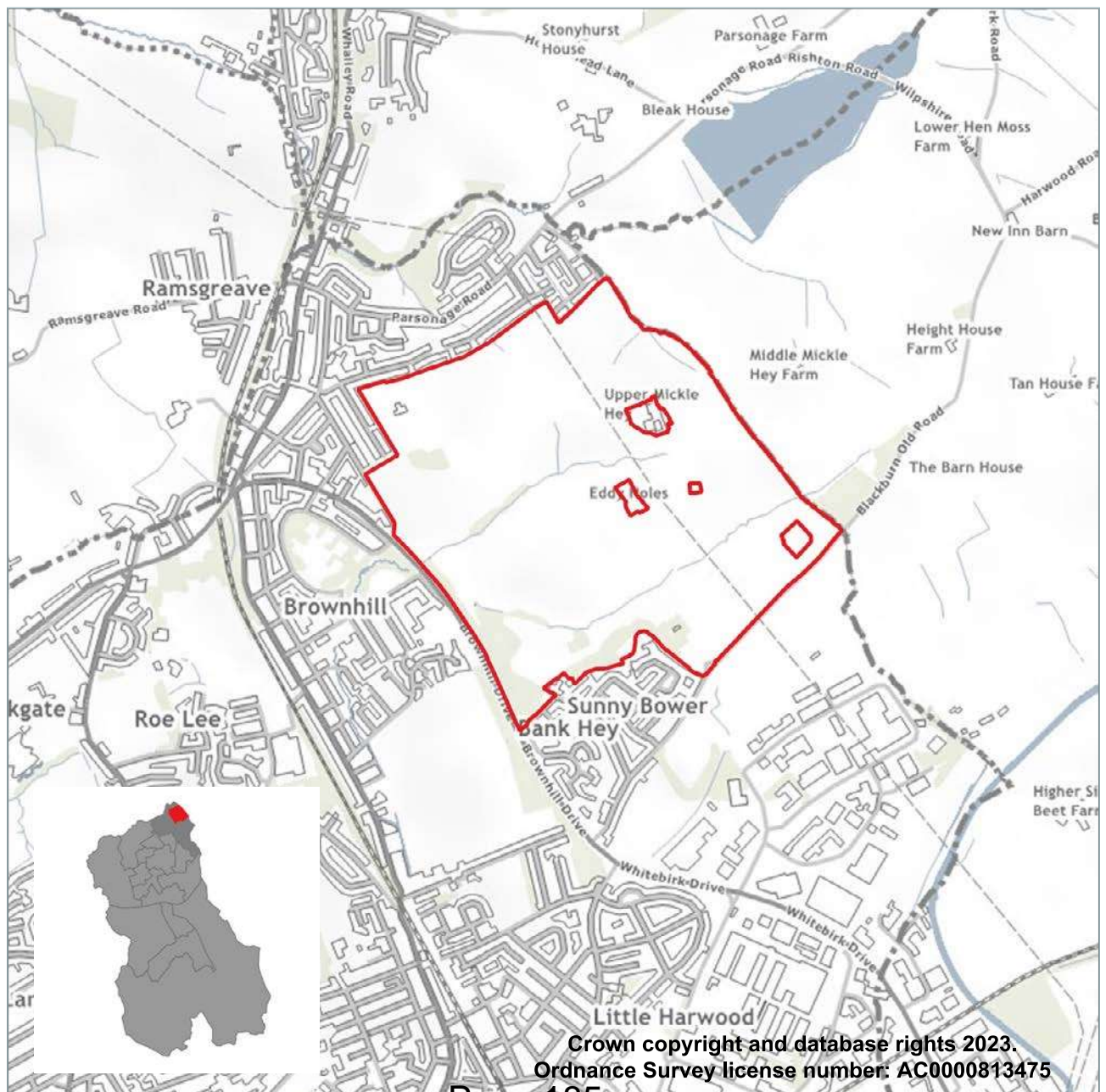
All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>1.0</b>
<b>CONTACT OFFICER:</b>	<b>Simon Jones, Growth Programme Director, Growth &amp; Development</b>
<b>DATE:</b>	February 2024
<b>BACKGROUND PAPER:</b>	1. North East Blackburn Strategic Housing Site allocation plan

## Policy H195: North East Blackburn Strategic Housing Site

### HOUSING GROWTH SITE H195: KEY SITE INFORMATION

Site area	97.52ha			
Site Location (and Ward)	Strategic urban extension (Roe Lee and Little Harwood and Whitebirk)			
Amount/type of development (indicative)	690 residential units delivered within plan period with development continuing beyond 2037 (total of 1500 units to be delivered across the site)			
Anticipated delivery years (units)	2021-26	2026-31	2031-37	Beyond 2037
	30 units	300 units	360 units	810 units
Recent planning history	None			



# Agenda Item 8.7

## EXECUTIVE BOARD DECISION



**REPORT OF:** Executive Member for Finance and Governance

**LEAD OFFICER:** Strategic Director of Finance and Resources

**DATE:** 8th February 2024

**PORTFOLIOS AFFECTED:** All

**WARDS AFFECTED:** All

**KEY DECISION:** Y

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**TITLE OF REPORT:** Corporate Revenue Budget Monitoring 2023/24 – Quarter 3

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### 1. EXECUTIVE SUMMARY

1.1 The purpose of this report is to provide the Executive Board with an update on the Council's Revenue Budget for 2023/24 on the basis of a budget monitoring exercise undertaken at the end of December 2023 (Quarter 3).

### 2. RECOMMENDATIONS

2.1 It is recommended that Executive Board:-

- a) give approval to the Portfolio Cash Limit Adjustments as outlined in Appendix 1;
- b) note the General Fund Budget Summary position as at 31st December 2023;
- c) note the current forecast overspend of £932k at the end of Quarter 3 and request Portfolio Holders to continue reviewing their budgets for the remainder of 2023/24 with a view to identifying potential mitigating actions;
- d) note the Earmarked Reserves and General Fund Balance position as at 31<sup>st</sup> December 2023.

### 3. BACKGROUND

3.1 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.

#### 4. RATIONALE

- 4.1 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.

#### 5. KEY ISSUES

##### Portfolio Cash Limits - Adjustments

- 5.1 At the meeting of Finance Council on 27<sup>th</sup> February 2023, the Council agreed the General Fund Revenue Budget for 2023/24.
- 5.2 As Councillors will be aware, the budget is subject to changes for a range of reasons as the financial year progresses. **Appendix 1** provides a detailed analysis of those budget adjustments that have occurred during the period to 31<sup>st</sup> December 2023. The impact of these adjustments on the Council's Budget for 2023/24 is summarised in Table 1 below:-

**Table 1: Working Budget 2023/24 (as at 31<sup>st</sup> December 2023)**

	Working Budget at 30 Sept 2023 £000	Adjustments*1 £000	Working Budget at 31 Dec 2023 £000
Portfolio Budgets	161,121	4,537	165,658
Other Corporate Income and Expenditure	(17,908)	(9,531)	(27,439)
<b>Net Revenue Expenditure</b>	<b>143,213</b>	<b>(4,994)</b>	<b>138,219</b>
Less Core Funding	(62,268)	-	(62,268)
Less Council Tax	(64,861)	-	(64,861)
<b>Shortfall before Reserves</b>	<b>16,084</b>	<b>(4,994)</b>	<b>11,090</b>
Change in Specific Reserves	(16,084)	4,994	(11,090)
Change in GF Balance	-	-	-
<b>Funding 'Gap'</b>	<b>-</b>	<b>-</b>	<b>-</b>

\*1 – See Appendix 1

- 5.3 The Executive Board is asked to approve these budget adjustments (where they haven't already been approved in accordance with Financial Procedure Rules).

##### Performance against Controllable Budgets

- 5.4 Table 2 below provides a summary of the forecast outturn position on the Council's General Fund Revenue Budget for 2023/24 compared to the Working Budget referred to in Table 1 above. As the table indicates, on the basis of the Quarter 3 budget monitoring position there is a forecast overspend of £932k (compared to £1.450m at Quarter 2). A more detailed analysis is provided at **Appendix 2**:-

**Table 2: Forecast Performance against Controllable Budgets**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
Portfolio Budgets	165,654	170,902	5,248
Other Corporate I & E	(27,439)	(31,755)	(4,316)
<b>Net Revenue Expenditure</b>	<b>138,219</b>	<b>139,151</b>	<b>932</b>
Less Core Funding	(62,268)	(62,268)	-
Less Council Tax	(64,861)	(64,861)	-
<b>Shortfall before Reserves</b>	<b>11,090</b>	<b>12,022</b>	<b>932</b>
Change in Specific Reserves	(11,090)	(11,090)	-
Change in GF Balance	-	(932)	(932)
<b>Funding 'Gap'</b>	<b>-</b>	<b>-</b>	<b>-</b>

\*1 – See Appendix 2

- 5.5 Councillors should note that this is a forecast outturn position for the year based on the Quarter 3 monitoring position. Further budget monitoring will continue for the remainder of the financial year prior to the final outturn position being reported to Executive Board.

### **Portfolio Budgets**

- 5.6 As indicated in Table 2 above, the forecast outturn position on the Portfolio Budgets is an overspend of £5.248m. An analysis of this position by Portfolio is shown in the Table 3 below:-

**Table 3: Forecast Performance of Portfolios against Controllable Budgets**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
Adults Social Care and Health	70,392	69,882	(510)
Children, Young People and Education	42,331	47,097	4,768
Public Health, Prevention and Wellbeing	5,343	5,278	(65)
Environment and Operations	12,084	12,652	568
Growth and Development	15,993	16,374	381
Finance and Governance	12,522	13,001	479
Digital and Customer Services	7,677	7,304	(373)
Schools and Education (DSG)	(686)	(686)	-
<b>Portfolio Budgets</b>	<b>165,654</b>	<b>170,902</b>	<b>5,248</b>

\*1 – As per Portfolio Budgets in Table 1



5.7 The narrative below provides more details of these forecast variances.

*Adult Social Care and Health*

5.8 The forecast outturn position for Adult Social Care and Health is an underspend of £510k. This is summarised in the table below:-

**Table 4: Adult Social Care and Health – Forecast Outturn 2023/24:-**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
Independent Sector Other	379	646	267
Independent Sector	52,613	53,201	588
ASC and Social Work	3,148	2,934	(214)
Day Services	2,200	1,978	(222)
In House Residential	0	0	0
Independent Living	1,728	1,255	(473)
Integrated Commissioning	4,387	4,095	(292)
Mental Health	1,290	1,326	36
Safeguarding	1,105	1,009	(96)
Shared Lives	799	714	(85)
Strat Gov & Bus Support	635	544	(91)
Supporting People	946	1,267	321
Transport	346	243	(103)
Prevention, Neighbourhoods & Learning	654	593	(61)
Social Integration	42	42	0
Community Development Management	120	35	(85)
<b>Adult Social Care and Health</b>	<b>70,392</b>	<b>69,882</b>	<b>(510)</b>

5.9 The key variances to note include:-

- The area of external commissioning budgets is forecasting an overspend of £588k largely due to the cost and demand for care packages. This is subject to change during the remaining months of the financial year give both costs and demand remain difficult to predict;
- In the area of non-commissioning budgets, the current predicted position is an underspend of £953k. Although a number of remodels have taken place across Adults Social Care teams in 2023-24, further remodelling work is still ongoing. There are still a number of vacancies which is a major contributory factor for the underspend position;
- Neighbourhood and Prevention Services are forecasting an underspend of £146k for the year. Of this, £85k has arisen as a consequence of the review of the Community Assets area. The Community Safety Unit (CSU) is likely to have an underspend of £61k; two posts have been vacant for much of the year and the existing structure is still under review so little spend has been incurred. Finally, the Social Integration area will be carrying forward grant funding; this may be in the region of £75k dependent upon whether prospective spend comes to fruition.



## Children, Young People and Education

5.10 The forecast outturn position for Children, Young People and Education is an overspend of £4.768m. This is summarised in the table below:-

**Table 5: Children, Young People and Education – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
Strategic Social Work	6,540	7,023	483
Permanence	21,658	23,347	1,689
Adolescent Services	4,521	4,287	(234)
Strategy, Policy and Performance	430	403	(27)
Education	3,851	6,845	2,994
Early Years	2,267	1,800	(467)
Directorate	3,062	3,392	330
<b>Children, Young People and Education</b>	<b>42,329</b>	<b>47,097</b>	<b>4,768</b>

5.11 The key variances to note include:-

- As per the position at quarter 2, there are continuing demand and cost pressures associated with commissioned placements for Looked After Children. At the end of Quarter 3 the forecasted overspend against this budget has now increased to £1.5m;
- The Council had been requested by the Education and Skills Funding Agency (ESFA) to undertake a review of the charges to the High Needs Block (HNB) of the Dedicated Schools Grant. Further analysis has identified an additional £878k of expenditure that was previously funded from the HNB that should be funded from the Council's General Fund and this has now been built into the forecasted outturn position. In addition to the previous adjustment of £1.650m, this brings the total additional cost to the Council's General Fund in 2023/24 to £2.528m. Whilst this is an additional cost to the Council's General Fund, there is no loss of funding to the Council; it this does mean that an equivalent amount of funding has been retained within the High Needs Budget, more details of which are provided below.

### *Schools and Education (DSG)*

5.12 As Councillors may be aware, the Schools and Education DSG comprises four funding blocks – Schools, Central Services, Early Years and High Needs. The forecast outturn for the Schools and Education DSG portfolio is breakeven (reflecting that any variance will be taken from or added to the Dedicated Schools Grant reserve at financial year end).

5.13 Services in Schools and Education (DSG) are currently forecast to spend the funding available in 2023/24 through the DSG and Pupil Premium. Schools and Education funding from DSG is monitored by the Schools Forum and financial monitoring reports are considered on a regular basis.

5.14 The High Needs DSG funding block is forecast to underspend by £382k in 2023/24. This position is after taking into account the additional retained funding of £1.650m (referred to in the Quarter 2 Monitoring position). During the year, there has been a significant demand increase for Social, Emotional and Mental Health (SEMH) places for children. In Blackburn with Darwen there is currently insufficient SEMH provision to cover the level of need, which means that the Council has had no choice but to place a number of additional children in Independent Special Provision (ISP). This had led to a 21% increase in the amount of children in ISP in 2023/24 compared to the previous year which has led to an estimated overspend of £1.5m (a 33% increase in costs compared to the budget) in this area. Subject to this position being maintained to the year end, it is intended to hold this balance of funding plus the additional £878k of unallocated funding in reserve to mitigate against the risk of additional unbudgeted costs in the next financial year.

*Public Health, Prevention and Wellbeing*

5.15 The forecast outturn position for Public Health, Prevention and Wellbeing is an underspend of £65k. This is summarised in the table below:-

**Table 6: Public Health, Prevention and Wellbeing – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
Leisure Services	1,524	1,261	(263)
Parks and Open Spaces	(48)	(51)	(3)
Healthy Lifestyle	88	152	64
Public Health	1,248	1,248	0
Community Asset Management (incl CCTV)	1,135	1,290	155
Community Safety	404	404	0
Housing Needs	539	530	(9)
Directorate	453	444	(9)
<b>Public Health, Prevention and Wellbeing</b>	<b>5,343</b>	<b>5,278</b>	<b>(65)</b>

5.16 The key variances to note include:-

- Strategic Leisure is currently forecasting a saving of £263k. Income across the service is up 7.1% across the three Leisure centres for this financial year. The recent New Year promotion of Free Leisure until February 2024 has seen 311 additional people sign up to this and it is forecast that around 60% of these people will continue onto full membership;
- Following the Health and Wellbeing restructure all posts are expected to be filled by around mid-February 2024. The full team structure will use a larger spend on salary budget, however due to the delays in recruitment there are salary underspends in this year. The current forecast for the year includes an adjustment of £100k for Social Determinants of Health income for the Wellbeing Service. Ongoing discussions are taking place with Public Health to gain agreement to return the £100k to Public Health and then re allocate to the Health and Wellbeing budget in 2024/25 to deliver a targeted physical activity programme. There is a similar adjustment of £80k in the latest monitoring in respect of community cardiac rehabilitation income from the Better Care Fund;

- In the Community Safety service area, Blackburn CCTV continues to have an ongoing budget pressure of £37,000. The Community Safety mainstream budget has an indicative underspend of £40,000 after reflecting the staffing changes agreed to date. In addition to these, the Domestic Violence budget is forecasting an overspend of £158k however, there is a level of uncertainty of committed spend which is being reviewed so this figure may vary. Within Housing Needs there is a projected underspend of £9,000 arising on Council funded areas, mainly arising from Supplies and Services related costs on the Housing Needs costs centre;
- It is anticipated that the entirely grant funded areas under the Housing Needs umbrella namely Asylum Dispersal, Homes For Ukraine, Afghan Scheme and Rough Sleepers Initiative are to carry forward significant amounts of funding; the exact amounts will be reported at outturn. Currently the positions are £706k Asylum Dispersal, £248k Homes for Ukraine, £123k Afghan Scheme and £58k for the Rough Sleeping Initiative.

### *Environment and Operations*

5.17 The forecast outturn position for Environment and Operations is an overspend of £568k. This is summarised in the table below:-

**Table 7: Environment and Operations – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	£000
Housing Services	(8)	278	286
Management Overhead	1,631	1,559	(72)
Grounds Maintenance	514	564	50
Neighbourhood Health	298	260	(38)
Transport	(208)	(269)	(61)
Cleansing Services	3,284	3,455	171
Parking Services	(938)	(972)	(34)
Waste Disposal	7,267	7,524	257
Public Protection Service	244	253	9
s106 Agreements (Expenditure)	0	0	0
<b>Environment and Operations</b>	<b>12,084</b>	<b>12,652</b>	<b>568</b>

5.18 The key variances to note include:-

- As a result of the fire and subsequent closure and gradual re-opening of the Crematorium the Portfolio is currently receiving less income from the site and the above forecast reflects this. If this pressure cannot be contained within the overall portfolio, corporate funding will be requested at a later Executive Board;
- The forecast variance on Housing Services is a result of lack of staffing resource to establish a new Selective Licensing area. The Portfolio is working to enable this to be taken forward and a new Selective Licensing area established in due course;

- There are also pressures on Waste Disposal (volumes are higher) and Taxi Licensing (income is lower) which the Portfolio is monitoring closely and will seek to manage across the financial year. The pressures previously reported on Parking Services have successfully been addressed and contribute to the reduced overspend now reported when compared with Quarter 2 monitoring.

### *Growth and Development*

5.19 The forecast outturn position for Growth and Development is an overspend of £381k. This is summarised in the table below:-

**Table 8: Growth and Development – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	£000
Markets	1,414	1,229	(185)
Business/Enterprise Centres	64	(36)	(100)
Corporate Property	1,844	1,582	(262)
Commercial Investment/Tenanted Estate	(690)	(250)	440
Highways Maintenance	4,403	4,948	545
Strategic Transport/Co-ordination	2,145	2,091	(54)
Directorate/Growth Team	3,895	4,145	250
Building Control	157	142	(15)
Development Control/Planning	(268)	(343)	(75)
Central Services	391	391	0
Town Centre Regeneration	95	260	165
RPL Office Accommodation	73	73	0
Parks and Open Spaces	0	0	0
Halls and Entertainment	475	306	(169)
Library Services	1,513	1,378	(135)
Museum Services	414	390	(24)
Arts Services	30	30	0
s106 Agreements (Expenditure)	38	38	0
<b>Growth and Development</b>	<b>15,993</b>	<b>16,374</b>	<b>381</b>

5.20 The key variances to note include:-

- As reported in Quarter 2 there are pressures across the Highways Maintenance budgets (additional demand over and above what has been budgeted) and Commercial Investment/Tenanted Estate, which includes the Mall (anticipated shortfall in income from the profit share arrangement). These are offset to an extent by savings across the remainder of the portfolio.
- A “Deep Dive” review of the Highways budgets is going to be undertaken to review processes, procedures across Highways with the purpose of creating working efficiencies and options for budget savings going forward.

## Finance and Governance

5.21 The forecast outturn position for Finance and Governance is an overspend of £479k. This is summarised in the table below:-

**Table 9: Finance and Governance – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	£000
Financial Support Services	4,117	4,517	400
Democratic Services	1,625	1,460	(165)
Advice Services	117	148	31
Legal Support Services	2,215	2,167	(48)
Chief Executive, Policy and Support	1,361	1,433	72
Human Resources and Training	1,808	2,018	210
Other Non Distributable Costs	1,279	1,258	(21)
<b>Finance and Governance</b>	<b>12,522</b>	<b>13,001</b>	<b>479</b>

5.22 The key variances to note include:-

- an overspend on Financial Support Services of £400k. This is as a result of a projected shortfall on Housing Benefit Subsidy of £480k due to a reduction in subsidy received by the Council because of the amount of temporary accommodation being used for the Homelessness Service and the Exempt/Supported Accommodation provided by Private Landlords in the Borough. In both cases, the subsidy payable by Government is reduced resulting in additional costs for the Council. As Councillors may be aware, the Council is one of a small number of Councils participating in the Supported Housing Improvement Programme (SHIP) being co-ordinated by the Department of Levelling Up, Communities and Housing (DLUCH) which is considering how better to regulate Supported Accommodation to ensure that it is of acceptable quality although this may not impact on the subsidy loss to the Council;
- a saving on Democratic Services which is mainly made up of staff vacancies;
- an overspend on Human Resources which is largely due to the cost of apprentices. These costs have been charged centrally to Human Resources but should actually be charged to other Portfolios where the budgets for these costs are held. This adjustment will be undertaken as part of the closure of the Council's Accounts for the year;

## Digital and Customer Services

5.23 The forecast outturn position for Digital and Customer Services is an £373k underspend. This is summarised in the table below:-

**Table 10: Digital and Customer Services – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	£000
Coroners Services	315	380	65
IT Management and Governance	7,362	6,924	(438)
<b>Digital and Customer Services</b>	<b>7,677</b>	<b>7,304</b>	<b>(373)</b>

5.24 The key variance is a forecast underspend of £438k which is expected to arise from the underspend on staffing due to vacancies in IT Management and Governance.

### Other Corporate Income and Expenditure Budgets

5.25 The forecast outturn position for Other Corporate Income and Expenditure Budgets is a saving of £4.316m.

**Table 11: Other Corporate Income and Expenditure Budgets – Forecast Outturn 2023/24**

	Working Budget at 31 Dec 2023 £000	Forecast Outturn £000	Variation £000
RCCO	1,771	1,771	-
School Contribution to Capital	(266)	(266)	-
Contingencies	2,458	2,458	-
<u>Debt Charges</u>			
<i>Interest and Investment Income</i>	(1,300)	(4,219)	(2,919)
<i>Debt interest payable</i>	12,760	11,566	(1,194)
<i>MRP</i>	6,565	6,362	(203)
Other Non-Ringfenced Grants	(49,619)	(49,619)	-
Town and Parish Council Precepts	193	193	-
<b>Other Corporate Income and Expenditure</b>	<b>(27,438)</b>	<b>(31,754)</b>	<b>(4,316)</b>

5.26 The key variances to note include:-

- Forecast additional investment income of £2.919m. This is a consequence of both a higher balance of cash for investment (largely due to less than expected expenditure on the Capital Programme, the early payment of grant funding from Government for some significant projects and the good management of the Council's cash resources) and higher than expected interest rates;
- A forecast underspend of £1.397m on the Council's debts charges due to lower than expected borrowing in the year and lower than expected expenditure on the Council's Capital Programme in the last financial year leading to less than budgeted Minimum Revenue Provision.

## Savings Agreed for 2023/24 – Progress on Implementation

- 5.27 As part of the approved budget for 2023/24, the Council agreed a range of savings proposals. Delivery of the savings is fundamental to a sustainable budget. The table below highlights the forecast outturn position with the implementation of the savings agreed (the forecast impact of savings not being achieved is picked up in the variations reported in each of the Portfolios referred to above).

**Table 12: Achievement of Savings Agreed for 2023/24**

	Working Budget at 31st Dec 2023 £000	Forecast Outturn £000	Variation £000
Adult Social Care and Health	1,447	1,447	-
Children, Young People and Education	367	217	(150)
Public Health, Prevention & Wellbeing	207	207	-
Environment and Operations	447	447	-
Growth and Development	150	150	-
Digital and Customer Services	167	167	-
Finance and Governance	411	411	-
<b>Total Savings</b>	<b>3,196</b>	<b>3,046</b>	<b>(150)</b>

- 5.28 The monitoring of the implementation of savings will continue to be a feature of subsequent quarterly monitoring reports.

### **Reserves and Balances**

- 5.29 At the start of the financial year, the Council had Reserves and Balances totalling of £74.216m. This included a General Reserve of £6.941m (which includes the Minimum Working Balance of £6.000m). In approving the Budget for 2023/24, the Council agreed to use £10.250m from specific earmarked reserves in support of the budget.
- 5.30 Quarter 1 monitoring allocated £6.734m from earmarked reserves which arose from carrying forward grants and other contributions into specific reserves at the end of the financial year 2022/23. Quarter 2 forecast an overspend of £1.450m being funded from Unallocated Reserves of £941k and a further £511k from the Future Demand pressures reserve. The Quarter 3 forecast outturn position presented in this report is an overspend of £932k; this will be funded entirely from the Unallocated Reserves estimates with no requirement to drawdown any funding from the Future Demand Pressure Reserves as at Quarter 2.
- 5.31 Subject to the Executive Board's agreement, an amount of £4.994m (net) will be added back to Earmarked Reserves. This comprises £4.499m to S106 Developers Contributions, £330k to St John's reimbursement, £226k to Digital Transformation and £133k to Social Integration Funding Reserve less £45k allocated from Support for Future Redundancy Costs, £109k from the Youth Investment Fund and £40k from the Fitness for Life Grant.
- 5.32 Taking into account the various adjustments referred to elsewhere in this report, the estimate of Balances and Reserves as at 31<sup>st</sup> December 2023 is £62.194m. A detailed analysis of these changes is provided at **Appendix 3**.



## 6. POLICY IMPLICATIONS

6.1 There are no policy implications arising directly from this report.

## 7. FINANCIAL IMPLICATIONS

7.1 The financial implications are as given in the report.

## 8. LEGAL IMPLICATIONS

8.1 There are no legal implications arising directly from the contents of this report.

## 9. RESOURCE IMPLICATIONS

9.1 There are no other resources implications arising from the contents of this report.

## 10. EQUALITY AND HEALTH IMPLICATIONS

10.1 There are no equality and health implications arising from the contents of this report.

## 11. CONSULTATIONS

11.1 None arising from the contents of this report.

## 12. STATEMENT OF COMPLIANCE

12.1 None arising from the contents of this report.

### Appendices

Appendix 1 – Portfolio Cash Limit Adjustments

Appendix 2 – Summary General Fund Revenue Account – Forecast Outturn Position at 31<sup>st</sup> December 2023

Appendix 3 – Earmarked Reserves and General Fund Balance – Position as at 31<sup>st</sup> December 2023

<b>VERSION:</b>	1
<b>CONTACT OFFICER:</b>	Dean Langton
<b>DATE:</b>	January 2024
<b>BACKGROUND PAPERS:</b>	None



**SCHEDULE OF BUDGET ADJUSTMENTS REQUESTED - QUARTER 3 - 2023/24**

	<b>Adults Social Care &amp; Health</b>	<b>Public Health, Prevention &amp; Wellbeing</b>	<b>Children, Young People &amp; Education</b>	<b>Environment &amp; Operations</b>	<b>Growth &amp; Development</b>	<b>Digital &amp; Customer Services</b>	<b>Finance &amp; Governance</b>	<b>Schools &amp; Education (DSG)</b>	<b>TOTAL</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Controllable Budgets as at 30 September 2023 (approved at Executive Board November 2023)</b>	69,616,184	5,014,544	40,894,993	11,589,110	15,371,282	7,111,357	12,464,988	(941,000)	161,121,458
<b>Portfolio changes</b>		<b>(11,200)</b>			<b>11,200</b>				<b>0</b>
<b>Revised Controllable Budget</b>	69,616,184	5,003,344	40,894,993	11,589,110	15,382,482	7,111,357	12,464,988	(941,000)	161,121,458
<b>Transfers between portfolios</b>									
Realignment of Salaries budgets						259,365	(259,365)		0
Exec support from 5578 to 5568						(91,465)	91,465		0
Food Grant 23-24							(255,386)	255,386	0
Transfer funds fr 6354 to 6351				9,211	(9,211)				0
<b>Other transfers (to)/from earmarked reserves</b>									
ER/VR adjustment				3,429					3,429
SI Programme Mgt Cfwd return to reserves	(133,076)								(133,076)
Youth Investment Fund			108,855						108,855
Fitness for Life		40,000							40,000
Pensions Strain adjustment	42,017								42,017
<b>Transfers (to)/from contingency</b>									
2023/24 Pay Award	868,000	299,000	1,327,000	482,428	619,302	397,784	481,216		4,474,730
									0
<b>Revised Controllable Budget as at 31st Dec 2023</b>	<b>70,393,125</b>	<b>5,342,344</b>	<b>42,330,848</b>	<b>12,084,178</b>	<b>15,992,573</b>	<b>7,677,041</b>	<b>12,522,918</b>	<b>(685,614)</b>	<b>165,657,413</b>

## Corporate Budget Monitoring - Quarter 3

	Quarter 2 Budget 2023/24 £000	Variations £000	Quarter 3 Budget 2023/24 £000	Forecast £000	Variation £000
Adult Social Care and Health	69,614	778	70,392	69,882	(510)
Children, Young People and Education	40,894	1,435	42,329	47,097	4,768
Public Health, Prevention and Wellbeing	5,015	328	5,343	5,278	(65)
Environment and Operations	11,590	494	12,084	12,652	568
Growth and Development	15,372	621	15,993	16,374	381
Finance and Governance	12,464	58	12,522	13,001	479
Digital and Customer Services	7,111	566	7,677	7,304	(373)
Schools and Education (DSG)	(941)	255	(686)	(686)	-
<b>Net Cost of Services</b>	<b>161,119</b>	<b>4,535</b>	<b>165,654</b>	<b>170,902</b>	<b>5,248</b>
Corporate Income and Expenditure					
RCCO	6,825	(5,054)	1,771	1,771	-
School Contribution to Capital	(266)	-	(266)	(266)	-
Contingencies	6,932	(4,475)	2,457	2,457	-
<i>Debt Charges</i>					
<i>Interest and Investment Income</i>	(1,300)	-	(1,300)	(4,219)	(2,919)
<i>Debt interest payable</i>	12,760	-	12,760	11,566	(1,194)
MRP	6,565	-	6,565	6,362	(203)
Other Non-Ringfenced Grants	(49,619)	-	(49,619)	(49,619)	-
Town and Parish Council Precepts	193	-	193	193	-
<b>Net Revenue Expenditure</b>	<b>143,209</b>	<b>(4,994)</b>	<b>138,215</b>	<b>139,147</b>	<b>932</b>
Contribution to/(from) Reserves	(16,084)	4,994	(11,090)	(11,090)	-
General Fund Working Balance	-	-	-	(932)	(932)
<b>Net Expenditure</b>	<b>127,125</b>	<b>-</b>	<b>127,125</b>	<b>127,125</b>	<b>-</b>
Business Rates - Top Up Grant	(25,117)	-	(25,117)	-	-
Retained Business Rates	(19,794)	-	(19,794)	-	-
Revenue Support Grant	(15,695)	-	(15,695)	-	-
Collection Fund - NNDR (Surplus)/Deficit	(448)	-	(448)	-	-
Collection Fund - Council Tax (Surplus)/Deficit	(1,210)	-	(1,210)	-	-
Council Tax Income	(64,861)	-	(64,861)	-	-
<b>Total Income</b>	<b>(127,125)</b>	<b>-</b>	<b>(127,125)</b>	<b>-</b>	<b>-</b>

## DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 30 Sep 23	Requested Transfers to/(from) earmarked reserves in Qtr 3		Balance at 31 Dec 2023
	Quarter 2 2023/24 - As reported to Exec Board Nov 2023	Release of grants and other budgets b fwd from 2022/23	Other transfers to/(from) reserves	Q3 2023/24
	£000	£000	£000	£000
Welfare, council tax and business rates reforms				
Welfare and council tax reforms	1,744			1,744
Section 31 Grant - Compensation for lost Business Rates income	4,460			4,460
Investment in assets and infrastructure				
Office Accommodation and property improvements	538			538
Highways winter maintenance	404			404
Support for the Local Plan	54			54
Flood Defence	77			77
St John's Reinstatement	2,740		330	3,070
Support for Other Resources and Transformation projects				
Legal Advice Reserve	105			105
Partnerships & Transformation	78			78
Insurance risk investment fund	43			43
Brexit Preparation Funding	149			149
Support for People Services				
Schools Improvement (SSIF)	486			486
Supporting Families / Targetted Youth Support	264			264
Youth Justice	318			318
Music Services	117			117
Disabled Facilities Grants	289			289
Future Demand Pressures	4,899			4,899
Better Care Fund	316			316
Support for Place Services				
Investment to support business rates growth	520			520
Place Shaping Investment Reserve	400			400
Contingent sums to support future downsizing and transformation programmes				
Support for future redundancy costs	1,664		(45)	1,619
Support for part year effect of future savings plans	1,187			1,187
Digital Transformation	1,459		226	1,685
Transition to the Cloud	447			447
Response and Recovery Reserve	2,500			2,500
Budget Support Reserve	1,985			1,985
Budget Balancing Reserve	-			-
Invest to Save Reserve	4,266			4,266
Amounts b/fwd from previous year(s) in respect of unspent grants and contributions				
Transformation Challenge Award	64			64
SEN / SEND Reform Grant /SEND Prep for Empl	-			-
Transforming Lives	37			37
One Public Estate grant	255			255
Electoral Grant	57			57
DCLG Transparency Code New Burdens	13			13
Adult PSS - Local Reform and Community Voices	108			108
Adult PSS - War Pensions Disregard	30			30
Flexible Homelessness Support Grant (FHSG)	68			68
Social Integration funding	185		133	318
Section 278 contributions	-			-
NHS Funding for LPRES integration with Mosaic and spine mini services	19			19
COVID-19 Funding from MHCLG	2,498			2,498
Combined Authority Grant	48			48
Burdens Fund monies	3			3
Custom build Grant	15			15
Museum & Arts Project	15			15
Museum & Schools Grant	62			62
Social Prescribing Link Workers Monies	11			11
Community Champion Funding	85			85
Virtual School Grant	293			293
Clinically Extremely Vulnerable COVID Funding	290			290
Supported Families Funding - Neighbourhood Management	448			448
Unspent Public Health funding	-			-
Arts Regeneration	26			26

## DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 30 Sep 23	Requested Transfers to/(from) earmarked reserves in Qtr 3		Balance at 31 Dec 2023
	Quarter 2 2023/24 - As reported to Exec Board Nov 2023	Release of grants and other budgets b fwd from 2022/23	Other transfers to/(from) reserves	Q3 2023/24
	£000	£000	£000	£000
Community Development Management	10			10
Safer Streets Fund - CCTV monitoring & Maintenance	60			60
HMLR Funding	-			-
Cyber Resilience Fund	150			150
DLUHC User Research Funding	17			17
Active Travel Fund	-			-
Arts Council England	-			-
Shared Prosperity Fund	-			-
Climate Change	-			-
Amounts c/fwd to future year(s) in respect of unspent grants and contributions				
Bus Service Improvement Plan	-			-
Public Health Funding - Business Compliance	-			-
DEFRA Grant - Business Compliance	-			-
Roe Lee - Levelling Up Funds	-			-
Family Hub	-			-
Youth Investment Fund	109		(109)	-
Innovation Funding	-			-
DSL Grant	-			-
Homes for Ukraine	-			-
Multiply Grant	-			-
Programme Management	-			-
More Positive Together (MPT) Funding	-			-
More Positive Together (MPT) - Steps	-			-
Supporting Families	-			-
Locality/Community Fund	-			-
PSS Grant	154			154
DHSC Capacity and Productivity Grant	130			130
Fitness for Life Grant	40		(40)	-
Dovetail	-			-
RR Pathway	-			-
Afghan Scheme	-			-
Asylum Dispersal	-			-
DLUHC Transparency Code New Burdens	13			13
DFT Local Transport Authority Capacity grant	-			-
DEFRA Biodiversity net gain grant	-			-
Active Travel Capability Fund	-			-
LEVI Capability Fund	-			-
Amounts committed in future year budgets/MTFS				
Budget carry over for implementation of Concerto (Property system)	20			20
Budget carry over for Intack Depot driveway	10			10
CCTV Hub carry forward	119			119
Development Investment Fund (Capital)	1			1
Strengthening Communities Volunteering in Lancashire (SCVL)	109			109
Community Support Unit - request to carry forward specific budget	72			72
Community Hygiene - request carry forward income from Land Charges	-			-
Landscaped Areas - Commuted sum Lakeside Gardens	-			-
Funding for Care Quality Commission (CQC) Inspection	600			600
White Lining - request to carry forward specific budget underspends	-			-
Reserves held for specified purposes				
Developers Contributions (S106 Income)	470		4,499	4,969
Future Maintenance of Wainwright Bridge	27			27
Future Maintenance of Witton Park 3G Pitches	225			225
Leisure Equipment Pay-back	120			120
Future remediation costs in respect of former landfill sites	400			400
Highways claims anticipated for years up to current year but not yet received	300			300
Art Acquisitions Fund	25			25
W. Ferrier Bequest (for museum re Kathleen Ferrier)	20			20
Allowance for contingent liabilities (e.g. MMI)	250			250
Blackburn Building Control Account	38			38
<b>TOTAL EARMARKED RESERVES FOR DISCRETIONARY USE</b>	<b>39,628</b>	<b>-</b>	<b>4,994</b>	<b>44,622</b>

## DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 30 Sep 23	Requested Transfers to/(from) earmarked reserves in Qtr 3		Balance at 31 Dec 2023
	Quarter 2 2023/24 - As reported to Exec Board Nov 2023 £000	Release of grants and other budgets bfwd from 2022/23 £000	Other transfers to/(from) reserves £000	Q3 2023/24 £000
<b>'Other Earmarked' Reserves</b>				
Reserves held in respect of joint arrangements and charitable bodies				
Darwen Market Traders Association	2			2
Joint Building Control Account	-			-
Turton Tower Charity	74			74
LSCB Safeguarding Partners Fund	41			41
Reserves held in relation to schools				
Dedicated Schools Grant - Surplus	3,978			3,978
LMS Schools Balances	7,468			7,468
<b>TOTAL 'OTHER EARMARKED' RESERVES</b>	<b>11,563</b>	<b>-</b>	<b>-</b>	<b>11,563</b>
<b>TOTAL EARMARKED RESERVES</b>	<b>51,191</b>	<b>-</b>	<b>4,994</b>	<b>56,185</b>
<b>UNALLOCATED RESERVES</b>	<b>6,941</b>	<b>-</b>	<b>(932)</b>	<b>6,009</b>

## EXECUTIVE BOARD DECISION



**REPORT OF:** Executive Member for Finance and Governance

**LEAD OFFICERS:** Strategic Director Finance and Resources

**DATE:** 8th February 2024

**PORTFOLIO/S AFFECTED:** All

**WARD/S AFFECTED:** All

**KEY DECISION:** YES  NO

**SUBJECT: CORPORATE CAPITAL BUDGET AND BALANCE SHEET MONITORING REPORT 2023/24 – Quarter 3 as at 31<sup>st</sup> December 2023**

### 1. EXECUTIVE SUMMARY

To report the overall financial position of the Council in respect of the capital programme as at 31<sup>st</sup> December 2023, highlighting key issues and explaining variations in the first nine months of the year.

### 2. RECOMMENDATIONS

The Executive Board is asked;

- to approve the revised capital programme as per Appendix 1,
- to approve the variations to the programme shown in Appendix 2

### 3. BACKGROUND

All portfolios are required to examine their capital budget position on a monthly basis.

### 4. KEY ISSUES & RISKS

- a) The total cost of the Council's capital investment programme for 2023/24 has now decreased from £59.215 million, as approved by Executive Board on 9<sup>th</sup> November 2023, to £41.752 million at 31<sup>st</sup> December 2023.

The net variation of £17.463 million (detailed in Appendix 2) reflects;

- budget increases of £1.668 million that have been approved during the period (of which £0.030 million is funded by transfers from existing capital scheme budgets),
- budget increases of £1.239 million (of which £0.002 million is funded by transfers from existing capital scheme budgets), for which approval is requested,
- slippage and re-profiling of budgets of £20.338 million, for which approval is requested.

- b) As at 31<sup>st</sup> December 2023, the capital expenditure across the portfolios was £11.147 million (representing 26.70% of the current, revised projected capital spend).

c) The estimated capital receipts expected in 2023/24 is £5.592 million; £2.970 million has been received in the first nine months of the year.

## 5. POLICY IMPLICATIONS

The information contained within the report accords with the capital strategy and the three-year budget forecast within the Medium Term Financial Strategy 2023-26, as approved at Finance Council on 27<sup>th</sup> February 2023.

## 6. FINANCIAL IMPLICATIONS

### 6.1 CAPITAL PROGRAMME

The variations in actual spend and resource availability for 2023/24 are summarised by portfolio in Appendix 1. Variations in spending are set out in Appendix 2.

The capital programme for 2023/24 has reduced by £17.463 million in the third quarter of the year. The main points to note are as follows:

#### 6.1.1 New Approved Capital Schemes

Several capital schemes (new schemes and amendments to existing schemes) were approved in the third quarter of 2023/24 and have now been added to the capital programme as follows:

Scheme	Amount 2023/24 £	Amount Future Years £	Approved By	Date Approved
<b>Growth and Development</b>				
Youth Investment Fund	643,000	3,642,000	Executive Board	7-Dec-23
Levelling Up (LUF) Projects - Junction 5 & Growth Corridor	700,000	2,800,000	Executive Board	7-Dec-23
<b>Environmental Services</b>				
Refurbish Football Pitches Green Lane, Blackburn	317,900	-	Executive Board	7-Dec-23
<b>Finance and Governance</b>				
Coronation Living Heritage Fund	7,300	-	Executive Member	17-Nov-23
<b>Total</b>	<b>1,668,200</b>	<b>6,442,000</b>		

#### 6.1.2 Adults and Prevention Services

##### Slippage

A request is made to approve the re-profiling of the Disabled Facilities Grant budget into 2024/25 to reflect work unlikely to be completed during the current financial year:

Scheme	Slippage Requested £
Disabled Facilities Grant	1,218,000
	<b>1,218,000</b>

### 6.1.3 Children's Young People & Education

#### School Capital Allocations

Unallocated schools capital grant allocations are retained in an overarching Capital Allocations Fund within the capital programme until bids against this have been approved.

There has been a further increase in the Capital Allocations Fund of £0.328 million to reflect;

- a) The 2023/24 allocation of £0.218 million for schools' Devolved Formula Capital (DFC) funding,
- b) £0.110 million which was originally allocated to the Lammack School Extension, but was replaced by additional S106 funding and so has now been added back to the school Capital Allocations Fund.

Any forecast overspends on school schemes will be covered by a transfer from the school Capital Allocations Fund.

#### Slippage

A request is made to approve the re-profiling of the following scheme budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Disabled Facilities Grant (Children's)	400,000
Education - Free School Meals Module	36,000
St Barnabas & St Pauls	135,000
Darwen - Additional School Places	3,250,000
Ashleigh Heating and Ventilation	27,800
Audley Inf & Jnr Replace windows & upstands to lean to roof	60,000
Brookhouse Primary (Nursery) Replace Roof System	75,000
Longshaw Juniors Replace Fire Alarm System	40,000
Roe Lee Roofing, Upstandings & Windows	186,500
Roe Lee Repairs to Service Road, Ext Areas & Auto Gates	96,900
Shadsworth Juniors Replacement of Boilers	40,000
Stansfeld Centre / St Thomas Centre Refurbishment	992,300
Brookhouse MUGA Pitch Repairs	11,000
Audley Infant Culvert Works	20,000
Avondale Rebuild Steps	10,000
Belmont Reslate Roof inc Lead work to valleys & bell tower	33,000
Brookhouse Kitchen Upgrade	50,000
Brookhouse Replace Windows & Doors	10,000
Daisyfield Replace External Doors	15,000
Daisyfield SEND Works DDA Compliance	33,000
Lammack Security Fencing & Electronic Gates	220,000
Lower Darwen Send Works DDA Compliance	40,000
Lower Darwen Fire Risk Assessment Works	25,000
Lower Darwen Perimeter Fencing Repair/Replace	10,000
Meadowhead Infant Replace External Rubber Flooring	10,000
Meadowhead Junior Replace Floor Covering to Hall	7,000
Meadowhead Junior External Path Works	50,000
Meadowhead Junior Fire Risk Assessment Ceiling Works	20,000
Shadsworth Juniors Send Works DDA Compliance	56,800
Newfield School Remodel	2,100,000
Roe Lee School Fencing	100,000
QEGS reconfiguration layout expand provision	137,500
Witton Academy reconfiguration and refurbishment	162,500
	<b>8,460,300</b>



## 6.1.4 Environmental Services

### Slippage

A request is made to approve the re-profiling of the following Environmental Services scheme budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Land Remediation Scheme	104,000
	<b>104,000</b>

## 6.1.5 Growth and Development

### Neighbourhood Intervention

Capital receipts of £60,000 have been recycled back into the Neighbourhood Intervention Fund, and approval is requested to increase the scheme by this value.

### Equity Loans

Capital receipts of £34,000 have been recycled back into the Equity Loans Fund, and approval is requested to increase the scheme by this value.

### Highways Capital Programme

Additional Department for Transport (DfT) funding of £0.306 million was announced for 2023/24 by the Government in October 2023, and approval is requested to increase the scheme by this value.

Additional S106 funding of £0.297 million has also been received for the scheme at Ellison Fold Way, and approval is requested to increase the scheme by this value (although note this is also included in the slippage figure below as it will not be progressed until 2024/25).

### Carbon Management Plan

Approval is requested to move £1,900 of funds allocated to the Carbon Management Plan to cover an anticipated overspend of £1,900 in the Public Sector Decarbonisation Scheme (under the Finance and Governance portfolio).

### Greenfields CC and Mill Hill Juniors FC Grants

Approval is requested to move £30,000 of funds allocated to the Greenfields CC and Mill Hill Juniors FC Grants scheme, to the new scheme to Refurbish Football Pitches at Green Lane, Blackburn (under the Environmental Services portfolio).

### Changing Futures – Toilets

Funding of £0.250 million has been received from the Department for Levelling Up, Housing & Communities to award grants for the creation of Changing Places toilets. Approval is sought to create this scheme with a budget of £0.212 million for 2023/24.

### Slippage

A request is made to approve the re-profiling of the following Growth and Development scheme budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Development Investment Fund and Development Acquisition fund	75,000
Land Release Fund	104,000
Assistance to Industry	120,000
Highways Capital Programme	4,689,000
Bus Service Improvement Fund	1,664,000
Reel Cinema	38,000
Bury Fold Brook	14,000
Thwaites SPV	145,000
Greenfields CC and Mill Hill Juniors FC Grants	18,000
St Johns Refurbishment	330,000
Levelling Up (LUF) Projects - Junction 5 & Growth Corridor	250,000
	<b>7,447,000</b>

### **6.1.6 Digital and Customer Services**

#### Slippage

A request is made to approve the re-profiling of the following Corporate ICT scheme budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Corporate ICT - Legal Services Case Management System	28,000
Corporate ICT - Town Hall IT Infrastructure Upgrade	140,000
Corporate ICT - Digital Customer Portal	14,000
Corporate ICT - Replacement HR and Payroll System	200,000
Corporate ICT - Microsoft 365 and Unified Comms	100,000
Corporate ICT - Core Network Upgrade	190,000
Digital Flare Replacement	150,000
New BwD Security Operation and Recovery Capability	95,000
Replacement Door Access System	25,000
New Laptop Refresh	600,000
	<b>1,542,000</b>

### **6.1.7 Finance and Governance**

#### Public Sector Decarbonisation Scheme

As mentioned above, approval is sought to reallocate £1,900 from the Carbon Management scheme to cover an anticipated overspend on the Public Sector Decarbonisation scheme.

### Slippage

A request is made to approve the re-profiling of the following budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Corporate Accommodation Strategy Phase 2	747,000
Treescaping Fund	15,800
	<b>762,800</b>

### **6.1.8 Earmarked and Contingent Schemes**

#### Slippage

A request is made to approve the re-profiling of the following budgets into 2024/25 for schemes not expected to be completed during the current financial year:

<b>Scheme</b>	<b>Slippage Requested £</b>
Vehicles (funded by from capital or leased)	804,000
	<b>804,000</b>

### **6.2 CAPITAL RECEIPTS**

Actual capital receipts at the end of December 2023 were £2.970 million. All of these receipts will be utilised in support of the Minimum Revenue Provision.

### **6.3 BALANCE SHEET POSITION**

#### **6.3.1 Overview**

Good balance sheet management assists in the effective use and control over the Council's assets and liabilities. Key assets comprise the Council's tangible fixed assets, debtors, investments and bank balances. Key liabilities include long and short-term borrowing, creditors and reserves.

#### **6.3.2 Non-current Assets**

Tangible non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. Property assets are the responsibility of the Finance and Governance portfolio. A minimum of one fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed by way of the capital programme, as reported in Appendix 1.

#### **6.3.3 Borrowing and Investments**

Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Strategic Director Finance and Resources, their staff, and the Council's independent treasury consultants Arlingclose, and options for optimising borrowing requirements are actively reviewed.

No long-term borrowing has been taken so far this year.

The Council's surplus cash balances are managed on a day-to-day basis in line with the Treasury Management Strategy approved by Finance Council. The Council spreads its investment risk over a number of institutions and has limits on how much can be invested in any one institution and for how long. The list of approved institutions is kept under regular review by the Treasury Management Group in conjunction with information from the Council's treasury consultants.

Both short and long term borrowing interest rates and investment interest rates remained broadly stable over the quarter, largely due to the Bank of England holding the Bank Rate at 5.25% and market expectations that base rates had peaked.

Changes to the income and debt repayment revenue budget forecasts are as follows:

- Interest and investment income is forecast to be £2.919 million higher than the original budget. This is due to increasing interest rates, and the level of the Council's investment balances which has been higher than expected during the first three quarters of the year due to grants received in advance from central government, including in respect of the Darwen Town Deal and Levelling-Up schemes.
- Debt interest payable is forecast to be £1.194 million lower than the original budget, because the Council does not expect to need to take any new borrowing during the year.
- MRP is forecast to be £0.203 million lower than the original budget due to reduced capital spend being incurred in the previous year.

### Interest and Debt Repayments Revenue Budget

	Original Budget £	Forecast at Quarter 2 £	Movement £	Forecast at Quarter 3 £
Interest and investment income	(1,300,000)	(2,524,000)	(1,695,000)	(4,219,000)
Debt interest payable	12,760,000	11,687,000	(121,000)	11,566,000
MRP	6,565,000	6,362,000	0	6,362,000
<b>Total</b>	<b>18,025,000</b>	<b>15,525,000</b>	<b>(1,816,000)</b>	<b>13,709,000</b>

The current borrowing and investment position is as follows:

	Amounts at 31/12/2022 £000	Amounts at 31/12/2023 £000
Short term borrowing	5,000	0
Long term borrowing	139,776	131,228
Transferred debt re Local Government Reorganisation	12,768	12,088
Recognition of debt re PFI arrangements	58,082	55,770
<b>TOTAL BORROWING</b>	<b>215,626</b>	<b>199,086</b>
Investments made by the Council	63,052	82,917

The totals include the debt recognised on the balance sheet as a result of accounting adjustments in respect of bringing the BSF school buildings in to use, which are financed through PFI arrangements. These adjustments are made to ensure that the Council's effective control over, and use of, these assets is recognised with corresponding adjustments to the debt. These changes do not add to the costs faced by the Council Tax payer as the actual capital costs for these schools form part of the ongoing stream of payments made to the PFI contractor (which are in turn largely offset by PFI grant funding from the Government).

### 6.3.4 Debtors

The Council has a Corporate Debt Policy, as well as other specific policies for the management of debt in the key areas of council tax, business rates and housing benefit overpayments. The table below summarises the collection performance of the various debts and the total outstanding debt in the respective areas at 31<sup>st</sup> December 2023. The table also shows the corresponding level of debt at the same point in the last financial year.

	Position at 31/12/2022	Position at 31/12/2023
<b>Council tax</b>		
Current year balance (£000)	15,574	18,364
Previous year arrears (£000)	12,917	13,165
<b>Total Council tax balances</b>	<b>28,491</b>	<b>31,529</b>
Collection rates	79.2%	77.7%
<b>Business rates</b>		
Current year balance (£000)	7,811	8,475
Previous year arrears (£000)	3,224	3,652
<b>Total Business rates balances</b>	<b>11,035</b>	<b>12,127</b>
Collection rates	82.1%	80.03%
<b>Housing Benefit</b>		
Overpayments balances (£000)	2,160	2,516

## 7. LEGAL IMPLICATIONS

The Council has a duty to ensure it can deliver a balanced budget. The Local Government Act 2003 imposes a duty on an authority to monitor its budgets during the year and consider what action to take if a potential deterioration is identified.

This report has been prepared in accordance with both the Local Government Act 1972 (Sec 151) which states that “*every local authority shall make arrangements for the proper administration of their financial affairs*” and the Local Government Act 2003 which, with its various statutory instruments, sets the legal framework within which the Council may undertake capital expenditure and empowers Councils to raise finance for capital expenditure.

## 8. RESOURCE IMPLICATIONS

None.

## 9. EQUALITY AND HEALTH IMPLICATIONS

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

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

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

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

## 10. CONSULTATIONS

None

## 11. STATEMENT OF COMPLIANCE

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

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

**VERSION:** V1.0

**CONTACT OFFICER:** Jenny Bradley (267681) Simon Ross (585569)

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<b>DATE:</b>	January 2024
<b>BACKGROUND PAPER:</b>	N/A

## Overall Capital Monitoring 2023/24

	Current Year 2023/24				
	Budget Approved by Finance Council on 27 Feb 2023	Revised 2023/24 Budget at Q2 2023/24	Virement / New Scheme Approvals	Slippage	Revised Budget at Qtr 3
	£ 000	£ 000	£ 000	£ 000	£ 000
<b>Costs</b>					
Adults and Prevention Services	3,282	3,633	-	(1,218)	2,415
Children, Young People and Education	7,068	17,184	328	(8,460)	9,052
Environmental Services	215	982	318	(104)	1,196
Public Health and Wellbeing	-	-	-	-	-
Growth and Development	22,417	27,684	2,220	(7,447)	22,457
Digital and Customer Services	3,030	2,884	-	(1,542)	1,342
Finance and Governance	831	848	9	(763)	94
<b>Portfolios Total</b>	<b>36,843</b>	<b>53,215</b>	<b>2,875</b>	<b>(19,534)</b>	<b>36,556</b>
Earmarked Schemes	3,127	3,826	-	(804)	3,022
Contingent Schemes	2,294	2,174	-	-	2,174
<b>Total Spend</b>	<b>42,264</b>	<b>59,215</b>	<b>2,875</b>	<b>(20,338)</b>	<b>41,752</b>
<b>Financing</b>					
Department for Education	2,505	12,411	328	(4,774)	7,965
Department for Transport	22	7,878	306	(4,845)	3,339
Disabled Facilities Grant	3,762	3,775	-	(1,618)	2,157
Department for Levelling Up, Housing and Communities	7,218	7,358	887	(449)	7,796
Department for Business, Energy and Industrial Strategy	-	-	-	-	-
Environment Agency	14	96	-	(14)	82
Heritage Lottery	882	722	-	-	722
Forrestry Commission	-	20	-	(16)	4
Arts Council	365	365	-	-	365
Football Foundation	-	-	249	-	249
Department for Environment, Food & Rural Affairs	-	-	7	-	7
Social Investment Business	-	-	643	-	643
Home Office	-	102	-	-	102
<b>Total Grants</b>	<b>14,768</b>	<b>32,727</b>	<b>2,420</b>	<b>(11,716)</b>	<b>23,431</b>
External Contributions	226	330	39	-	369
Revenue Contributions	7,656	9,046	297	(6,156)	3,187
Unsupported Borrowing	19,614	17,112	119	(2,466)	14,765
<b>Total Financing</b>	<b>42,264</b>	<b>59,215</b>	<b>2,875</b>	<b>(20,338)</b>	<b>41,752</b>



## Scheme Variations to 2023/24 Capital Programme

Current Year 2023/24									
	Budget Approved by Finance Council on 27 Feb 2023 £ 000	Revised 2023/24 Budget at Q2 2023/24 £ 000	Virement / New Scheme Approvals £ 000	Slippage £000	Revised Budget at Q3 £ 000	Actual Spend to Date £ 000	Variance £ 000	Forecast £ 000	Variance After Slippage £ 000
<b>Adults and Prevention Services</b>									
Disabled Facilities Grant	2,899	3,118		(1,218)	1,900	1,073	(827)	1,900	-
Telecare Project	200	194			194	74	(120)	194	-
Rough Sleeping Accommodation Programme	183	219			219	109	(110)	219	-
Safer Streets Fund 4		102			102	102	-	102	-
	<b>3,282</b>	<b>3,633</b>	<b>-</b>	<b>(1,218)</b>	<b>2,415</b>	<b>1,358</b>	<b>(1,057)</b>	<b>2,415</b>	<b>-</b>
<b>Children, Young People &amp; Education</b>									
Disabled Facilities Grant	663	743		(400)	343	101	(242)	343	-
Two Year Old Grant	49	-			-	-	-	-	-
Education - Free School Meals Module		36		(36)	-	-	-	-	-
Liquid Logic - New Data Production		45			45	-	(45)	45	-
<b>Schools capital programme</b>		-			-	-	-	-	-
Capital allocations		4,015	328		4,343	-	(4,343)	4,014	(329)
St Barnabas & St Pauls	135	135		(135)	-	-	-	-	-
Audley Infants & Juniors Heating System		-			-	(20)	(20)	-	-
Roe Lee Park Ventilation & New Flooring		-			-	(3)	(3)	-	-
Avondale Kitchen		-			-	-	-	-	-
Shadsworth Infants - Heating		-			-	(3)	(3)	-	-
St Cuthberts SEND		-			-	-	-	-	-
Meadowhead Infants External Works		-			-	(9)	(9)	-	-
BCHS/Crosshill SEN		-			-	-	-	-	-
Lammack Extension	450	277			277	594	317	594	317
Darwen - Additional School Places	3,250	3,250		(3,250)	-	-	-	-	-
Longshaw Nursery Relocation	200	679			679	573	(106)	679	-
Longshaw Nursery		-			-	-	-	-	-
Lower Darwen Disability Access Adaptations		-			-	-	-	-	-
Brunel Nursery External Fencing		-			-	-	-	-	-
Feniscowles Disability Access Adaptations		-			-	-	-	-	-
Shadsworth Infants Extension and Remodel		135			135	122	(13)	135	-
Ashleigh Heating and Ventilation	35	35		(28)	7	-	(7)	7	-
Ashworth Nursery Perimeter Fencing		-			-	-	-	-	-
Audley infants (Nursery) Upgrade Fire Alarm		-			-	-	-	-	-
Audley Infants Resurfacing Pathways		-			-	-	-	-	-
Audley Infants Replacement of Fascias & Soffits	55	55			55	-	(55)	55	-
Audley Inf & Jnr Replace windows & upstands to lean to roof	60	60		(60)	-	-	-	-	-
Avondale Resurface Playground	125	148			148	131	(17)	148	-
Belmont Replace Fire Alarm System		-			-	-	-	-	-
Brookhouse Primary (Nursery) Replace Roof System	75	75		(75)	-	-	-	-	-
Brookhouse Primary Replace Boilers	40	82			82	39	(43)	82	-
Intack Primary Replacement of External Doors		-			-	-	-	-	-
Longshaw Juniors Replace Fire Alarm System	40	40		(40)	-	-	-	-	-

# Scheme Variations to 2023/24 Capital Programme

Current Year 2023/24									
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Lower Darwen Primary Heating Scheme		-			-	1	1	1	1
Roe Lee Roofing, Upstandings & Windows	180	191		(186)	5	4	(1)	5	-
Roe Lee Repairs to Service Road, Ext Areas & Auto Gates	85	98		(97)	1	1	-	1	-
Shadsworth Juniors Replacement of Boilers	40	40		(40)	-	-	-	-	-
Turton & Edgworth Upgrade Fire Alarm		-			-	-	-	-	-
Meadowhead Infants Drainage Installations		2			2	5	3	5	3
Lower Darwen Primary Sch Partial Replace Fire Alarm System		-			-	-	-	-	-
Stansfeld Centre / St Thomas Centre Refurbishment	470	1,000		(992)	8	8	-	8	-
Newfield Roof Repairs	220	250			250	125	(125)	250	-
Brookhouse MUGA Pitch Repairs		11		(11)	-	-	-	-	-
Belmont Primary Boiler Replacement	35	35			35	18	(17)	35	-
Longshaw Juniors Replacement of Water Main		2			2	-	(2)	2	-
Audley Infant Culvert Works	18	20		(20)	-	-	-	-	-
Audley Infant Dining Room Floor/gas meter/boiler	27	30			30	13	(17)	30	-
Audley Junior Ventilation & Heating works	9	10			10	-	(10)	10	-
Avondale Rebuild Steps	9	10		(10)	-	-	-	-	-
Belmont Slate Roof inc Lead work to valleys & bell tower	30	33		(33)	-	-	-	-	-
Brookhouse Upgrade Lighting	34	38			38	38	-	38	-
Brookhouse Kitchen Upgrade	45	50		(50)	-	-	-	-	-
Brookhouse Replace Windows & Doors	9	10		(10)	-	-	-	-	-
Daisyfield Replace External Doors	13	15		(15)	-	-	-	-	-
Daisyfield SEND Works DDA Compliance	30	33		(33)	-	-	-	-	-
Feniscowles Juniors Upgrade Windows	27	23			23	-	(23)	23	-
Lammack Security Fencing & Electronic Gates	198	220		(220)	-	-	-	-	-
Lammack Resurface Playground	36	40			40	-	(40)	40	-
Lower Darwen Send Works DDA Compliance	36	40		(40)	-	-	-	-	-
Lower Darwen Fire Risk Assessment Works	23	25		(25)	-	-	-	-	-
Lower Darwen Perimeter Fencing Repair/Replace	9	10		(10)	-	-	-	-	-
Meadowhead Infant Replace External Rubber Flooring	9	10		(10)	-	-	-	-	-
Meadowhead Junior Replace Floor Covering to Hall	18	7		(7)	-	-	-	-	-
Meadowhead Junior Replace doors & RollerShutters	14	13			13	19	6	19	6
Meadowhead Junior External Path Works	45	50		(50)	-	-	-	-	-
Meadowhead Junior Fire Risk Assessment Ceiling Works	18	20		(20)	-	-	-	-	-
Roe Lee Park Toilet Works	18	20			20	21	1	21	1
Shadsworth Juniors Send Works DDA Compliance	51	57		(57)	-	-	-	-	-
St Michael with St John Roofing Works	135	150			150	39	(111)	150	-
Newfield School Remodel		2,300		(2,100)	200	149	(51)	200	-
Crosshill Grant for Additional Places		900			900	675	(225)	900	-
Intack Primary Boilers		68			68	58	(10)	68	-
Roe Lee School Fencing		100		(100)	-	-	-	-	-
QEGS reconfiguration layout expand provision		550		(137)	413	413	-	413	-
Witton Academy reconfiguration and refurbishment		650		(163)	487	488	1	488	1

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St Wilfrid's Refurbish to Create Additional Classroom		50			50	-	(50)	50	-
Contingency		100			100	5	(95)	100	-
Project Management Fee		50			50	-	(50)	50	-
Family Hubs Transformation		43			43	43	-	43	-
	<b>7,068</b>	<b>17,184</b>	<b>328</b>	<b>(8,460)</b>	<b>9,052</b>	<b>3,648</b>	<b>(5,404)</b>	<b>9,052</b>	<b>-</b>
<b>Environmental Services</b>									
Land Remediation Scheme		104		(104)	-	-	-	-	-
Blakewater Car Park	115	345			345	253	(92)	345	-
Prayer Shelter at Pleasington Cemetery	100	183			183	170	(13)	183	-
Childrens Play Area Witton Park		350			350	-	(350)	350	-
Refurbishment of Football Pitches Green Lane		-	318		318	-	(318)	318	-
	<b>215</b>	<b>982</b>	<b>318</b>	<b>(104)</b>	<b>1,196</b>	<b>423</b>	<b>(773)</b>	<b>1,196</b>	<b>-</b>
<b>Public Health &amp; Wellbeing</b>									
Replacement Gym Equipment		-			-	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Growth &amp; Development</b>									
Bank Top and Griffin Clearance	186	86			86	72	(14)	86	-
Neighborhood Intervention Fund	613	189	60		249	54	(195)	249	-
Equity Loans	235	52	34		86	24	(62)	86	-
Empty Homes Cluster	360	10			10	-	(10)	10	-
Other Acquisition costs	10	-			-	-	-	-	-
Development Investment Fund	740	253		(75)	178	59	(119)	178	-
Land Release Fund	934	212		(104)	108	17	(91)	108	-
Assistance to Industry	250	281		(120)	161	118	(43)	161	-
Blakey Moor	1,210	1,790			1,790	726	(1,064)	1,790	-
Integrated Transport Budget		7,110	603	(4,689)	3,024	1,259	(1,765)	3,024	-
Bus Service Improvement Fund		2,013		(1,664)	349	94	(255)	349	-
Reel Cinema	22	39		(38)	1	1	-	1	-
Bury Fold Brook	14	14		(14)	-	-	-	-	-
Pottery Farm Alleviation		-			-	-	-	-	-
Waterfall Study		-			-	-	-	-	-
Grimshaw Park FAS Blackburn		-			-	-	-	-	-
Brecon Road Drainage		37			37	-	(37)	37	-
Corporation Park Drainage		-			-	-	-	-	-
Aqueduct Road Drainage		-			-	-	-	-	-
Quick Win Fund (Hope Street)		9			9	5	(4)	9	-
Natural Flood Management		36			36	-	(36)	36	-
Affordable Warmth Grants		6			6	-	(6)	6	-
Darwen Tower		-			-	(2)	(2)	-	-

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Darwen Towns Fund	10,250	10,476			10,476	245	(10,231)	10,476	-
Thwaites SPV	145	145		(145)	-	-	-	-	-
Carbon Management Plan		4	(2)		2	-	(2)	2	-
Greenfields CC and Mill Hill Juniors FC Grants	48	48	(30)	(18)	-	-	-	-	-
St Johns Refurbishment	1,450	503		(330)	173	101	(72)	173	-
Griffin Lodge /Coach House	300	25			25	-	(25)	25	-
Levelling Up (LUF) Projects - Junction 5 & Growth Corridor	-	500	700	(250)	950	281	(669)	950	-
Levelling Up (LUF) Projects - Town Centre	1,500	-			-	-	-	-	-
UK Prosperity Fund	-	441			441	166	(275)	441	-
Blackburn Museum & Art Gallery Roof Replacement	400	555			555	341	(214)	555	-
MediPark	1,000	1,000			1,000	-	(1,000)	1,000	-
Blackburn Town Centre Highways & Public Realm Works	1,750	-			-	-	-	-	-
Imperial Mill Acquisition, Essential Works & Site Enabling	1,000	1,850			1,850	913	(937)	1,850	-
Changing Futures Toilets	-		212		212	112	(100)	212	-
Youth Investment Fund	-		643		643	-	(643)	643	-
	<b>22,417</b>	<b>27,684</b>	<b>2,220</b>	<b>(7,447)</b>	<b>22,457</b>	<b>4,586</b>	<b>(17,871)</b>	<b>22,457</b>	<b>-</b>
<b>Digital &amp; Customer Services</b>									
Corporate ICT - Finance System		18			18	13	(5)	18	-
Corporate ICT - Core Infrastructure Programme	71	31			31	-	(31)	31	-
Corporate ICT - Legal Services Case Management System	28	31		(28)	3	3	-	3	-
Corporate ICT - Corporate Website		-			-	-	-	-	-
Corporate ICT - Town Hall IT Infrastructure Upgrade	143	143		(140)	3	2	(1)	3	-
Corporate ICT - Digital Customer Portal	80	79		(14)	65	15	(50)	65	-
Corporate ICT - Round Management System	13	16			16	-	(16)	16	-
Corporate ICT - Microsoft Licence Agreement Server and Database		-			-	-	-	-	-
Corporate ICT - Replacement HR and Payroll System	273	232		(200)	32	2	(30)	32	-
Corporate ICT - Implementation Liquidlogic Group Work Module		-			-	-	-	-	-
Corporate ICT - Microsoft 365 and Unified Comms	550	222		(100)	122	9	(113)	122	-
Corporate ICT - Transition to the Cloud	134	209			209	-	(209)	209	-
Corporate ICT - Helpdesk for Everything	188	-			-	-	-	-	-
Corporate ICT - Digital Customer Portal (Phase 2)	390	253			253	-	(253)	253	-
Corporate ICT - Core Network Upgrade	530	302		(190)	112	92	(20)	112	-
Corporate ICT - Intranet/iTrent	80	53			53	4	(49)	53	-
ASC software transition to the Cloud		-			-	-	-	-	-
Digital Flare Replacement	200	350		(150)	200	-	(200)	200	-
New BwD Security Operation and Recovery Capability	350	125		(95)	30	-	(30)	30	-
Replacement Door Access System		120		(25)	95	43	(52)	95	-
New Laptop Refresh		700		(600)	100	-	(100)	100	-
	<b>3,030</b>	<b>2,884</b>	<b>-</b>	<b>(1,542)</b>	<b>1,342</b>	<b>183</b>	<b>(1,159)</b>	<b>1,342</b>	<b>-</b>

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<b>Finance &amp; Governance</b>									
Public Sector Decarbonisation Scheme		-	2		2	(11)	(13)	2	-
Corporate Accommodation Strategy Phase 2	831	828		(747)	81	34	(47)	81	-
Darwen Town Hall Reroofing		-			-	-	-	-	-
Witton 3G Changing Room Roof		-			-	(6)	(6)	-	-
Mill Hill Community Centre Roof		-			-	(2)	(2)	-	-
Treescaping Fund		20		(16)	4	4	-	4	-
Coronation Living Heritage Fund			7		7	-	(7)	7	-
	<b>831</b>	<b>848</b>	<b>9</b>	<b>(763)</b>	<b>94</b>	<b>19</b>	<b>(75)</b>	<b>94</b>	<b>-</b>
<b>Portfolios Total</b>	<b>36,843</b>	<b>53,215</b>	<b>2,875</b>	<b>(19,534)</b>	<b>36,556</b>	<b>10,217</b>	<b>(26,339)</b>	<b>36,556</b>	<b>-</b>
<b>Earmarked schemes:</b>									
Corporate ICT	700	(8)			(8)	-	8	(8)	-
Corporate Property Investment	1,727	1,613			1,613	-	(1,613)	1,613	-
Vehicles (funded from capital or leased)	700	2,221		(804)	1,417	930	(487)	1,417	-
<b>Total</b>	<b>3,127</b>	<b>3,826</b>	<b>-</b>	<b>(804)</b>	<b>3,022</b>	<b>930</b>	<b>(2,092)</b>	<b>3,022</b>	<b>-</b>
<b>Contingent schemes:</b>									
Asset Management Strategy	2,294	2,174			2,174	-	(2,174)	2,174	-
<b>Total</b>	<b>2,294</b>	<b>2,174</b>	<b>-</b>	<b>-</b>	<b>2,174</b>	<b>-</b>	<b>(2,174)</b>	<b>2,174</b>	<b>-</b>
<b>Totals</b>	<b>42,264</b>	<b>59,215</b>	<b>2,875</b>	<b>(20,338)</b>	<b>41,752</b>	<b>11,147</b>	<b>(30,605)</b>	<b>41,752</b>	<b>-</b>