### **Forward Plan**

### Forward Plan - February 2022 to May 2022

Denise Park, Chief Executive.

Democratic Services Tel: 01254 585321

### FORWARD PLAN

Forward Plan - February 2022 to May 2022

The Local Authorities (Executive Arrangements), (Meetings and Access to Information) (England) Regulations 2012.

This is a formal notice under the above regulations that part of the Executive Board Meeting listed in this forward plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. The matters likely to be considered in private are outlined in this forward plan.

### Forward plan

The forward plan is a document that gives details of the items which require executive decisions in the near future by the Executive Board and are considered to be 'Key Decisions' relating to the Borough. Key Decisions are defined in the Council's Constitution (Part 5, section 4). The Executive Board will next meet on 10<sup>th</sup> February 2022. Brief details of the key matters to be discussed on that date are contained in this document.

The Council will as far as possible conduct business of the Executive Board in public. However, at certain times it will be necessary for items to be considered in private. Where this is the case the Board will resolve that the report needs to be considered in private (referred to as Part 2 matters) because an item contains confidential or exempt information. What constitutes exempt information is detailed in the Access to Information Procedure Rules in the constitution (Part 4, section 2) and summarised below.

When an item is to be considered in private the Council will state the reasons why public are to be excluded from the meeting. The reasons will be outlined on the forward plan and on the agenda.

Representations can be made by the public as to why any matters indicated to be considered in private should be considered in public. The representations must be made at least 5 clear days before the meeting to the Chief Executive at the Town Hall in writing and giving reasons for their views.

### What is a key decision?

A key decision is a decision which would:

- result in the Council incurring expenditure which is or the making savings which are significant in terms of the Councils budget for that service or function to which the decision relates or;
- Is significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough.

This Forward Plan contains Key Decisions to be taken by the Council's Executive Board during the period February 2022 to May 2022.

The Executive Board consists of the following Portfolios.

Leader Adult Services and Prevention Children Young People and Education Environmental Services Public Health and Wellbeing Digital and Customer Services Growth and Development Finance and Governance Councillor Mohammed Khan Councillor Mustafa Desai Councillor Julie Gunn Councillor Jim Smith Councillor Damian Talbot Councillor Quesir Mahmood Councillor Phil Riley Councillor Vicky McGurk

A period of up to one hour will be allowed at each Executive Board meeting to enable members of the public to make statements or to ask questions of members of the Board. This must be delivered to the Chief Executive by 4.00pm on the day prior to the meeting. The next scheduled meetings of the Executive Board are:

#### 2022

10th February, 10th March, 14th April, 9th June, 14th July, 11th August, 8th September, 13th October, 10th November, 8th December

If you would like to have copies of the documents considered, please speak to the Contact Officer listed for that item. For further information, please contact Phil Llewellyn on 585369.

Denise Park Chief Executive

### Leader

## **Adult Services and Prevention**

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Government Reforms					
to Adult Social Care					
Date of Entry	The Executive Board is	Consultation will take	Sayyed Osman		The Government
August 2018	asked to note	place with a range of			green paper on Adult
		stakeholders.			Social Care has been
Not before 10th Oct	which affect Adult		Contact Officer		promised since 2018
Portfolios Affected	Social Care. This				and has been
Executive Member for	includes implications of				delayed.
Adult Services and	the Care Act 2014 and				
Prevention	the pending Social				
Wards Affected	Care Green paper.				
All Wards					
Exempt Information?					
Will the report include information	No				
that will require part of it to be considered in part 2? If yes					
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB NHS Health & Social					
Care Integrated System					
Date of Entry	Council Reported to	None			
October 2021	October Executive				
	Board Partnership				
10 Feb 2022	agreement update.		Contact Officer		
Portfolios Affected	There will be further				
Executive Member for	development of the		Sayyed Osman, Leanne		
Adult Services and	NHS integrated Care		Reid		
Prevention, Executive	system including				
Member for Children	governance				
Young People and	arrangements that will				
Education, Executive	require this council to				

Member for Public Health and	approve and be sighted on		
WellbeingALL			
Wards Affected			
All Wards			
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			

# Children, Young People and Education

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Government reforms to					
Education to comply					
Date of Entry	The Executive Board is	Consultation will take	Jo Siddle		Standing item - catch
August 2018	asked to note a range	place with a range of			all
	5 5	stakeholders			
Not before 11th Mar	which will affect the		Contact Officer		
Portfolios Affected	services provided by				
Executive Member for	Schools and Education				
Children Young People	and to agree resultant				
and Education	restructuring, resnaping				
Mards Affected	and reforming of the				
All Wards	department to adapt				
	and comply.				
Exempt Information?					
Will the report include information					
that will require part of it to be considered in part 2? If yes					
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Policy and practice					
amendments in					
Date of Entry	The Executive Board	Consultation will take	Jayne Ivory		Standing Item
		place with a wide range			
	range of legislative and				
Not before 11th Mar	funding changes which		Contact Officer		
	may impact on SEND				
Executive Member for	services particularly				
Children Voung Poonle	and may require				
and Education	changes within services				
	to ensure the				
All Wards	department is				

	compliant.		
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Government reforms to					
Children's Social Care					
Date of Entry	The Executive Board is	Extensive consultation	Jo Siddle		- Regional Adoption
August 2018	asked to note a range	will take place with a			Agency and Adoption
Date for Decision	of legislative changes	range of stakeholders.			Reforms
Not before 11th Mar	which will affect the		Contact Officer		<ul> <li>Adoption Scorecards</li> </ul>
Portfolios Affected	services provided by				- Family Justice
Executive Member for	Children's Services and		Justine Westwell		Review
Children, Young People	to agree resultant				- Working Together to
and Education	restructuring resnaping				Safeguard Children
Wards Affected	and reforming of the				- Ministry of Justice,
All Wards	department to adapt				Youth Justice Board,
	and comply				YOT Changes
					<ul> <li>Inspection Changes</li> <li>Improvement Board</li> </ul>
					Recommendations
					- Children and
					Families Act 2014
					- Early Years
					Foundation Stag
					Framework 2014
					- Pupil Premium
					- Counter Terrorism
					and Security Act
					- Health and Social
					Care Act 2012
					- Child Care
					Regulation Reforms
					- Early Years

			funding/placements
			Standing Item
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Adoption Annual					
Report					
Date of Entry	The Executive Board is	Any comments and	These reports are		The annual report will
August 2018	required to scrutinise	observations will be fed	produced by the		be constructed in
Date for Decision	bi-annual reports in	back in to the service to	designated responsible		accordance with
	relation to the	inform on going	individual for the services		regulatory guidelines.
	performance of the	provision of services.	and are designed to		It will give
	adoption services in	Ofsted may request	provide information to		comparisons with
	accordance with	evidence that these	the Executive Board		previous performance.
	regulations and	reports have been seen	about the activity of the		
		and comments acted	services.		Standing item
	standards for adoption	upon during service			
	services	inspections	Emma Ford		Contact Officers:
					Judith Fennel, Helen
					Cane
Not before 11th Feb			Contact Officer	_	
Portfolios Affected					
Executive Member for					
Children, Young People					
and Education					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information	Information which is				
that will require part of it to be considered in part 22 <b>If yes</b>	identity of an individual.				
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Statutory Transfer of					
Sites for Conversion of					
Date of Entry	Approve the transfer of	Consultations will be	Jo Siddle		Standing item
August 2018	school land to	undertaken in			
Date for Decision	Academy Trusts	accordance with the			Contact Offier: Carol
Not before 11th Mar			Contact Officer		Grimshaw
Portfolios Affected		internal consultation will			
Executive Member for		be via the Asset			
Children, Young People		Management Group.			
and Education		Ward members will be			
Wards Affected		informed via formal			
All Wards		correspondence.			
Exempt Information?					
Will the report include information	No				
that will require part of it to be considered in part 2? If yes					
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Variation to the 2021/22 schools capital					
Date of Entry	To seek approval for a	None			
October 2021	number of variations to				
Bate for Beeleien	the 2021/22 schools				
10 Feb 2022	capital programme		Contact Officer	_	
Portfolios Affected					
Executive Member for			Robert Addison, Carol		
Children, Young People			Grimshaw		
and EducationChildren,					
Young People and					
Education					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information	No		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

### **Environmental Services**

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Ash Dieback					
Date of Entry	Ash Dieback is a tree	Discussions with other		Ash Dieback	
September 2021	disease that could	local authorities and also			
		the Council's insurers in			
		dealing with the disease	Contact Officer		
		are continuing.			
Executive Member for	potentially death to a		Tony Watson		
Environmental	significant number of		-		
ServicesEnvironmental	ash trees. The report				
Services	will identify the				
Wards Affected	resources needed to				
All Wards	manage the risks to the				
	Council's tree stock				
Exempt Information?					
Will the report include information	No				
that will require part of it to be considered in part 2? If yes					
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Household Waste					
Recycling Centre					
Date of Entry	The development of a	Local Plan consultation			
April 2021	purpose built site for	concluded in February			
	the borough, following	2021			
10 Mar 2022	consultation within the		Contact Officer	7	
Portfolios Affected	Local Plan			7	
<b>Executive Member for</b>			Tony Watson		
Environmental					
ServicesEnvironmental					
Services					

Wards Affected			
All Wards			
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Permission to					
Consult on Selective					
Date of Entry	Permission is sought	None			
	from the Executive				
Date for Decision	Board to commence				
10 Mar 2022	consultation on the		Contact Officer	]	
	designation of a				
Executive Member for	selective licensing area		Joanne Byrne, Gary		
Environmental	under the Housing Act		Johnston		
ServicesEnvironmental	2004				
Services					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information	No				
that will require part of it to be considered in part 2? If yes					
please give reasons					

# Public Health and Wellbeing

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Start Well Strategy 0-19					
Date of Entry		None			
October 2021					
Date for Decision					
10 Mar 2022			Contact Officer		
Portfolios Affected					
Executive Member for			Jodene Bibby, Liz		
Public Health and			Johnston		
WellbeingPublic Health					
and Wellbeing					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Safer Roads					
Strategy					
Date of Entry		None			
October 2021					
Date for Decision					
10 Feb 2022			Contact Officer		
Portfolios Affected					
Executive Member for			Jodene Bibby, Beth		
Growth and			Wolfenden		
Development,					
Executive Member for					
Public Health and					

WellbeingPublic Health and Wellbeing			
Wards Affected			
All Wards			
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Alcohol Strategy					
Date of Entry		None			
October 2021					
Date for Decision					
10 Feb 2022			Contact Officer		
Portfolios Affected					
Executive Member for			Jodene Bibby, Lee		
Public Health and			Girvan		
WellbeingPublic Health					
and Wellbeing					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	No				

# **Digital and Customer Services**

Subject	Consultation	Representations To	Documents Considered	Comments
The Executive board	Consultation with Exec			Documents
are asked to approve	Member for Digital and			considered- Exec
phase 2 of works for	Customer Services will			Board Decision 08th
the Councils Digital	take place.	Contact Officer		April 2021 – Digital
				Strategy 2021-2024,
associated capital		Peter Hughes		Exec Board Decision
expenditure.				12/09/2019 -
				Replacement of the
				Councils Customer
				Contact Portal, Exec
				Board Decision
				09/01/2020 –
				Procurement Of
				Digital Customer Portal.
No				
	The Executive board are asked to approve	The Executive board are asked to approve bhase 2 of works for he Councils Digital Customer Portal with associated capital expenditure.	The Executive board are asked to approve ohase 2 of works for he Councils Digital Customer Portal with associated capital expenditure. Contact Officer Peter Hughes	The Executive board are asked to approve bhase 2 of works for he Councils Digital Customer Portal with associated capital expenditure. Contact Officer Peter Hughes

## Growth and Development

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Blackburn with Darwen					
Enhanced Bus					
Date of Entry	To seek the Executive	None			
October 2021	Board's approval for				
	the Enhanced Bus				
10 Feb 2022	Partnership		Contact Officer	7	
Portfolios Affected				1	
Executive Member for			Dwayne Lowe		
Growth and					
DevelopmentGrowth					
and Development					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Local Transport Plan					
2022-23					
Date of Entry	To seek the Executive	None			
October 2021	Board's approval for				
E ato for E coloren	the detailed Local				
	Transport Plan		Contact Officer		
Portfolios Affected	programme for the				
Executive Member for	financial year 2022/23.		Dwayne Lowe		
Growth and					
DevelopmentGrowth					
and Development					
Wards Affected					

All Wards			
Exempt Information?			
Will the report include information			
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Darwen Town Deal					
Update					
Date of Entry	Update on progress of	A comprehensive			
	Darwen Town Deal	consultation with the			
Date for Decision	including received	community and			
10 Feb 2022	details on the business	businesses has taken	Contact Officer		
Portfolios Affected	•	place to develop the			
Executive Member for	funding to develop the	Darwen Town	Clare Turner		
Growth and	projects to business	Investment Plan and a			
DevelopmentGrowth	case and approvals	communications strategy			
and Development	required to submit final	is being developed to be			
Wards Affected	pusiness cases to	delivered throughout the			
	, ,	programme.			
Lower Darwen; Darwen	2022				
East; Darwen South;					
Darwen West; West					
Pennine					
Exempt Information?					
Will the report include information	No				
that will require part of it to be considered in part 2? If yes					
please give reasons					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Acquisition of Listed					
Mill to support					
Date of Entry	Request approval for	Consultation with			
	acquisition of Mill and	Executive members has			
	essential works to	taken place			
10 Feb 2022	support employment		Contact Officer	]	

Portfolios Affected	growth and safeguard		
Executive Member for	an important heritage	Clare Turner	
Finance and	asset		
Governance, Executive			
Member for Growth and			
DevelopmentGrowth			
and Development			
Wards Affected			
Little Harwood and			
Whitebirk			
Exempt Information?			
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons	Information relating to the financial or business affairs of any particular person		

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB (Executive Board)					
St John's					
Date of Entry		None			
Date for Decision					
10 Feb 2022			Contact Officer		
Portfolios Affected					
Executive Member for			PMO Growth		
Growth and					
Development					
Wards Affected					
Blackburn Central					
Exempt Information?					
Will the report include information that will require part of it to be	Information relating to				
considered in part 2? If yes	negotiations, or				
please give reasons	contemplated				

## **Finance and Governance**

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Accommodation					
Strategy Review to					
Date of Entry	Commencement of the	Directors and			Documents
August 2018	Council's	consultation will take			considered:
Date for Decision		place as appropriate to			Digital Strategy and
9 Aug 2018	5,	consider views of	Contact Officer		Agile Working Toolkit
		stakeholders.			
	building rationalisation				
i inditee dita	and consideration for				
Governance, Executive	the refurbishment of				
Member for Children,	Blackburn and Darwen				
roung roopio ana	Town Halls				
Education, Executive					
Member for					
Environmental					
Services, Executive					
Member for Adult					
Services and					
Prevention, Executive					
Member for Public					
Health and Wellbeing, Executive Member for					
Digital and Customer					
Services, Executive					
Member for Growth and					
Development, Leader					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information	No			
that will require part of it to be				
considered in part 2? If yes				
please give reasons				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Realisation of Capital					
Receipts from sale of					
Date of Entry	To keep the board	Directors:			Documents
August 2018	informed of all matters	Regeneration,			considered:
	relating to the sale of	Financial Services,			A list of background
	and and property	Legal Services,	Contact Officer		papers for these
	which may involve key	Capita			decisions are to be
Executive Member for	decisions.				held with the Financial
Finance and					Support Team within
Governance, Executive					the Resources
Member for Children,					Directorate and
Young People and					Capita.
Education, Executive					
Member for					Comments:
Environmental					Permanent Issue
Services, Executive					
Member for Adult					
Services and					
Prevention, Executive					
Member for Public					
Health and Wellbeing,					
Executive Member for					
Digital and Customer					
Services, Executive					
Member for Growth and					
Development, Leader					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information	No		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Treasury Management					
Strategy Report 2021/22					
Date of Entry		Consultationwill take	Jody Spencer-Anforth		
December 2019		place with Audit and	Tel: 507748		
Date for Decision		Governance Committee			
	brobood Tropount	and the Treasury Management Group.	Contact Officer	]	
Portfolios Affected	Management Indicators.				
Finance and					
Governance					
Wards Affected					
All Wards					
Exempt Information?					
Will the report include information	No				
that will require part of it to be					
considered in part 2? If yes					
please give reasons			1		

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Procurement Strategy					
and Social Value Policy					
		None			
	Procurement Strategy				
	and Social Value Policy				
10 Feb 2022	for the Council.		Contact Officer		
Portfolios Affected					
<b>Executive Member for</b>			Christopher Bradley		
Finance and					
GovernanceFinance					
and Governance					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information	No		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Household Support					
Fund – Council Tax					
Date of Entry	The initial discussions	None			
	regarding the design of				
Date for Decision	the Household Support				
10 Jan 2022	Scheme looked at the		Contact Officer		
Portfolios Affected	costs and bills facing				
	households. It is widely		Dean Langton		
	accepted that Council				
Wards Affected	Tax continues to be a				
	primary bill for all				
	households, and, unlike				
	many others, can incur				
	significant court and				
	enforcement costs if				
	payments are not				
	made, or delayed. The total additional costs				
	facing a household for				
	non-payment or late				
	payment of a Council				
	Tax bill can be as high				
	as £386. This proposal				
	looks to reduce the				
	possibility of recovery				
	action being taken				
	against those families				
	most in need, and also				
	provide some much				
	needed financial				
	support.				

During the design of		
the scheme, councils		
have been encouraged		
by the government to		
review and use a broad		
range of data sources		
to identify the most		
vulnerable in the		
community. The		
Benefits Service has		
reviewed several data		
sets and produced a		
detailed breakdown of		
all Council Tax Support		
claimants. This data		
has been key to		
establishing which		
households will be		
targeted in this element		
of the scheme.		
Due to the high surrely of		
Due to the high number		
of working age Council		
Tax Support cases and		
the limited funding		
available, it has been		
necessary to look at		
targeting the most		
affected by the high		
cost of living over the		
winter period. It is		
therefore proposed that		
the support is targeted		
at families with		
children.		
Exempt Information?		

Will the report include information	No		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

## **Corporate Issues**

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Corporate Revenue					
Budget Monitoring					
Date of Entry	To consider and	Regular and frequent	Julie Jewson		The reports are
	approve the latest	consultations with	Tel: 585893		expected to be taken
	corporate revenue	departments are an			to August, November
Not before 1st Jan 2019	budget monitoring	essential feature of the	Contact Officer		and February each
	position, which may	budget monitoring			year with an outturn
Executive Member for	include key decisions.	process.			report in June/July.
Children, Young People					
and Education,					
Executive Member for					
Environmental					
Services, Executive					
Member for Adult					
Services and					
Prevention, Executive					
Member for Public					
Health and Wellbeing, Executive Member for					
Digital and Customer					
Services, Executive					
Member for Growth and					
Development,					
Executive Member for					
Finance and					
Governance					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information NC	C		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Corporate Capital					
Budget Monitoring					
Date of Entry	To consider and	Regular and frequent	Julie Jewson		The reports are
August 2018	approve the latest	consultations with	Tel; 585893		expected to be taken
	corporate Capital	departments are an			to August, November
	budget monitoring	essential feature of the	Contact Officer		and February each
	position, which may	budget monitoring			year with an outturn
	include key decisions.	process.			report in June/July.
Children, Young People					
and Education,					
Executive Member for					
Environmental					
Services, Executive					
Member for Adult					
Services and					
Prevention, Executive					
Member for Public					
Health and Wellbeing,					
Executive Member for					
Digital and Customer					
Services, Executive					
Member for Growth and					
Development,					
Executive Member for					
Finance and					
Governance					
Wards Affected					
All Wards					
Exempt Information?					

Will the report include information	No		
that will require part of it to be			
considered in part 2? If yes			
please give reasons			