

Forward Plan

Forward Plan - March 2022 to June 2022

Denise Park, Chief Executive.

Democratic Services

Tel: 01254 585321

FORWARD PLAN

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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 10th March 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 March 2022 to June 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 Qesir 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 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 asked to note legislative changes which affect Adult Social Care. This includes implications of the Care Act 2014 and the pending Social Care Green paper.	Consultation will take place with a range of stakeholders.	Sayyed Osman		The Government green paper on Adult Social Care has been promised since 2018 and has been delayed.
August 2018					
Date for Decision					
Not before 10th Oct					
Portfolios Affected					
Executive Member for Adult Services and Prevention					
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 NHS Health & Social Care Integrated System					
Date of Entry	Council Reported to October Executive Board Partnership agreement update. There will be further development of the NHS integrated Care system including governance arrangements that will require this council to	None	Sayyed Osman, Leanne Reid		
October 2021					
Date for Decision					
9 Jun 2022					
Portfolios Affected					
Executive Member for Adult Services and Prevention, Executive Member for Children, Young People and Education, Executive					

Member for Public Health and Wellbeing	approve and be sighted on				
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				

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 asked to note a range of legislative changes which will affect the services provided by Schools and Education and to agree resultant restructuring, reshaping and reforming of the department to adapt and comply.	Consultation will take place with a range of stakeholders	Jo Siddle		Standing item - catch all
August 2018					
Date for Decision					
Not before 11th Mar					
Portfolios Affected			Contact Officer		
Executive Member for Children, Young People and Education					
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
Policy and practice amendments in					
Date of Entry	The Executive Board will be asked to note a range of legislative and funding changes which may impact on SEND services particularly and may require changes within services to ensure the department is	Consultation will take place with a wide range of stakeholders	Jayne Ivory		Standing Item
August 2018					
Date for Decision					
Not before 11th Mar					
Portfolios Affected			Contact Officer		
Executive Member for Children, Young People and Education					
Wards Affected					
All Wards					

	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	NO				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Government reforms to Children's Social Care					
Date of Entry	The Executive Board is asked to note a range of legislative changes which will affect the services provided by Children's Services and to agree resultant restructuring reshaping and reforming of the department to adapt and comply	Extensive consultation will take place with a range of stakeholders.	Jo Siddle		<ul style="list-style-type: none"> - Regional Adoption Agency and Adoption Reforms - Adoption Scorecards - Family Justice Review - Working Together to Safeguard Children - Ministry of Justice, Youth Justice Board, YOT Changes - Inspection Changes - Improvement Board 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
August 2018					
Date for Decision					
Not before 11th Mar					
Portfolios Affected					
Executive Member for Children, Young People and Education					
Wards Affected			Justine Westwell		
All Wards					

					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	NO				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Adoption Annual Report					
Date of Entry	The Executive Board is required to scrutinise bi-annual reports in relation to the performance of the adoption services in accordance with regulations and national minimum standards for adoption services	Any comments and observations will be fed back in to the service to inform on going provision of services. Ofsted may request evidence that these reports have been seen and comments acted upon during service inspections	These reports are produced by the designated responsible individual for the services and are designed to provide information to the Executive Board about the activity of the services. Emma Ford		The annual report will be constructed in accordance with regulatory guidelines. It will give comparisons with previous performance. Standing item Contact Officers: Judith Fennel, Helen Cane
August 2018					
Date for Decision					
Not before 11th Feb					
Portfolios Affected					
Executive Member for Children, Young People and Education					
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
Statutory Transfer of Sites for Conversion of					
Date of Entry	Approve the transfer of school land to Academy Trusts	Consultations will be undertaken in accordance with the Statutory Provisions, internal consultation will be via the Asset Management Group. Ward members will be informed via formal correspondence.	Jo Siddle		Standing item Contact Officer: Carol Grimshaw
August 2018					
Date for Decision			Contact Officer		
Not before 11th Mar					
Portfolios Affected					
Executive Member for Children, Young People and Education					
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
Variation to the 2021/22 schools capital					
Date of Entry	To seek approval for a number of variations to the 2021/22 schools capital programme	None			
October 2021					
Date for Decision			Contact Officer		
10 Feb 2022					
Portfolios Affected					
Executive Member for Children, Young People and Education			Robert Addison, Carol Grimshaw		
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				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Procurement process for the					
Date of Entry	To note the provision of the concurrent planning service will be retendered due to the current contract coming to an end. The concurrent planning service is a Blackburn with Darwen led regional commission on behalf of four Regional Adoption Agencies across the North West of England.	None	Cathy Fisk		
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Children, Young People and Education					
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				

Environmental Services

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Ash Dieback					
Date of Entry	Ash Dieback is a tree disease that could affect up to 95% of the ash trees in the UK, causing decay and potentially death to a significant number of ash trees. The report will identify the resources needed to manage the risks to the Council's tree stock	Discussions with other local authorities and also the Council's insurers in dealing with the disease are continuing.		Ash Dieback	
September 2021					
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Environmental 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Household Waste Recycling Centre					
Date of Entry	The development of a purpose built site for the borough, following consultation within the Local Plan	Local Plan consultation concluded in February 2021			
April 2021					
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Environmental Services					
Environmental 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	NO				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Permission to Consult on Selective					
Date of Entry	Permission is sought from the Executive Board to commence consultation on the designation of a selective licensing area under the Housing Act 2004	None			
January 2022					
Date for Decision					
10 Mar 2022					
Portfolios Affected			Contact Officer		
Executive Member for Environmental Services			Joanne Byrne, Gary Johnston		
Environmental 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	NO				

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					
9 Jun 2022					
Portfolios Affected					
Executive Member for Public Health and Wellbeing					
Public 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 Alcohol Strategy					
Date of Entry		None			
October 2021					
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Public Health and Wellbeing					
Public 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

Growth and Development

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Blackburn with Darwen Enhanced Bus					
Date of Entry	To seek the Executive Board's approval for the Enhanced Bus Partnership	None			
October 2021					
Date for Decision					
10 Feb 2022					
Portfolios Affected					
Executive Member for Growth and Development					
Growth 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	NO				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Local Transport Plan 2022-23					
Date of Entry	To seek the Executive Board's approval for the detailed Local Transport Plan programme for the financial year 2022/23.	None			
October 2021					
Date for Decision					
13 Jan 2022					
Portfolios Affected					
Executive Member for Growth and Development					
Growth 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Darwen Town Deal Update					
Date of Entry	Update on progress of Darwen Town Deal including received details on the business case process, forward funding to develop the projects to business case and approvals required to submit final business cases to MHCLG by August 5th 2022	A comprehensive consultation with the community and businesses has taken place to develop the Darwen Town Investment Plan and a communications strategy is being developed to be delivered throughout the programme.	Contact Officer Clare Turner		
January 2022					
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Growth and Development					
Wards Affected	Blackburn South and Lower Darwen; Darwen East; Darwen South; Darwen West; West Pennine				
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
Acquisition of Listed Mill to support					
Date of Entry	Request approval for acquisition of Mill and essential works to support employment	Consultation with Executive members has taken place	Contact Officer		
January 2022					
Date for Decision					
10 Mar 2022					

Portfolios Affected	growth and safeguard an important heritage asset		Clare Turner		
Executive Member for Finance and Governance, Executive Member for Growth 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
Development and Implementation of					
Date of Entry	To develop new projects and initiatives to aid the delivery of key Council priorities such as Housing Growth, tackling Empty Properties or bringing back stalled sites. Projects may involve Land Disposals, Land Assembly, Compulsory Purchase Orders and Council involvement in JV vehicles in line with the annual approved Growth Programme	There is on-going consultation with Homes England, Public Health CCG and Pennine Lancashire Local Authorities. Various Registered Providers such as Together Housing, Great Places and Places for People and Developers. Projects to be developed and approval secured from Executive Members prior to implementation			This is a standing item which will incorporate a number of reports to be brought to the executive Board in line with the Growth Programme
Date for Decision			Contact Officer		
9 Jun 2022					
Portfolios Affected			Subhan Ali		
Executive Member for Growth 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	No				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Developer Contributions for					
Date of Entry	To outline the Council's process for collecting developer contributions to provide additional primary and secondary school places in the Borough	None	Helen Holland		
Date for Decision					
10 Mar 2022					
Portfolios Affected					
Executive Member for Growth 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Land at Whalley Old Road, Blackburn					
Date of Entry	Seek disposal approval the housing development site to the recommended preferred bidder.	None	PMO Growth		
Date for Decision					
14 Apr 2022					
Portfolios Affected					
Executive Member for Growth and Development					
Wards Affected					
Roe Lee					

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 any consultations or negotiations, or contemplated				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Growth Programme 2022/23					
Date of Entry		None			
Date for Decision					
14 Apr 2022			Contact Officer		
Portfolios Affected			PMO Growth		
Executive Member for Growth 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Blackburn Town Centre Masterplan Site					
Date of Entry		None			
Date for Decision					
9 Jun 2022			Contact Officer		
Portfolios Affected			PMO Growth		
Executive Member for Growth and Development					

Wards Affected					
Blackburn Central					
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 any consultations or negotiations, or contemplated				

Finance and Governance

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Accommodation Strategy Review to					
Date of Entry	Commencement of the Council's Accommodation Strategy to consider staff accommodation building rationalisation and consideration for the refurbishment of Blackburn and Darwen Town Halls	Directors and consultation will take place as appropriate to consider views of stakeholders.			Documents considered: Digital Strategy and Agile Working Toolkit
August 2018					
Date for Decision					
9 Aug 2018					
Portfolios Affected					
Executive Member for Finance and Governance, Executive Member for 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, Leader					
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				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Realisation of Capital Receipts from sale of					
Date of Entry	To keep the board informed of all matters relating to the sale of land and property which may involve key decisions.	Directors: Regeneration, Financial Services, Legal Services, Capita			Documents considered: A list of background papers for these decisions are to be held with the Financial Support Team within the Resources Directorate and Capita. Comments: Permanent Issue
August 2018					
Date for Decision					
Not before 1st Jan 2019					
Portfolios Affected					
Executive Member for Finance and Governance, Executive Member for 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, Leader					
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				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Treasury Management Strategy Report 2021/22					
Date of Entry	To consider and approve the proposed Treasury Management Strategy for 2021/22, including the proposed Treasury Management Indicators.	Consultation will take place with Audit and Governance Committee and the Treasury Management Group.	Jody Spencer-Anforth Tel: 507748		
December 2019					
Date for Decision					
Not before 11th Feb					
Portfolios Affected					
Finance and Governance					
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
Procurement Strategy and Social Value Policy					
Date of Entry	Approval of new Procurement Strategy and Social Value Policy for the Council.	None	Christopher Bradley		
January 2022					
Date for Decision					
10 Feb 2022					
Portfolios Affected					
Executive Member for Finance and Governance					
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				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Household Support Fund – Council Tax					
Date of Entry	<p>The initial discussions regarding the design of the Household Support Scheme looked at the costs and bills facing households. It is widely accepted that Council 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.</p>	None			
January 2022					
Date for Decision					
10 Jan 2022					
Portfolios Affected			Contact Officer		
Wards Affected			Dean Langton		

	<p>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.</p> <p>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.</p>				
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				
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Corporate Issues

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Corporate Revenue Budget Monitoring					
Date of Entry	To consider and approve the latest corporate revenue budget monitoring position, which may include key decisions.	Regular and frequent consultations with departments are an essential feature of the budget monitoring process.	Julie Jewson Tel: 585893		The reports are expected to be taken to August, November and February each year with an outturn report in June/July.
August 2018					
Date for Decision			Contact Officer		
Not before 1st Jan 2019					
Portfolios Affected					
Executive Member for 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 that will require part of it to be considered in part 2? If yes please give reasons	No				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Corporate Capital Budget Monitoring					
Date of Entry	To consider and approve the latest corporate Capital budget monitoring position, which may include key decisions.	Regular and frequent consultations with departments are an essential feature of the budget monitoring process.	Julie Jewson Tel; 585893		The reports are expected to be taken to August, November and February each year with an outturn report in June/July.
August 2018					
Date for Decision			Contact Officer		
Not before 1st Jan 2019					
Portfolios Affected					
Executive Member for 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 that will require part of it to be considered in part 2? If yes please give reasons	NO				
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