

Forward Plan

Forward Plan - March 2023 to June 2023

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 9th August 2018. 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 2023 to June 2023.

The Executive Board consists of the following Portfolios.

Leader
Adult Services and Prevention
Children Young People and Education
Environmental and Operations
Public Health, Prevention and Wellbeing
Digital and Customer Services
Growth and Development
Finance and Governance

Councillor Phil Riley
Councillor Mustafa Desai
Councillor Julie Gunn
Councillor Jim Smith
Councillor Damian Talbot
Councillor Mahfooz Hussain
Councillor Quesir Mahmood
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:

2023

9th February, 9th March, 13th April, 8th June.

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 Social Care & Health

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Homelessness Prevention Grant					
Date of Entry	BwD has been allocated £640,000 under the Homelessness Prevention Grant by government for 2023-2025. The report seeks permission to spend against this grant from April 2023.	None	Mark Aspin		
January 2023					
Date for Decision					
9 Feb 2023					
Portfolios Affected					
Executive Member for Public Health, Prevention & Wellbeing Adults Social Care & Health					
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 Review of operational Adults					
Date of Entry	Adults safeguarding	None			
January 2023					
Date for Decision					
13 Apr 2023					
Portfolios Affected					
			Contact Officer		

Executive Member for Adults Social Care & Health			Brendan Gray, Leanne Reid		
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 Government Reforms to Adult Social					
Date of Entry	Government Reforms to Adult Social Care	None			
February 2023	Standing Item as applicable				
Date for Decision			Contact Officer		
8 Jun 2023			Leanne Reid, Ailsa Smith, Katherine White		
Portfolios Affected					
Executive Member for Adults Social Care & Health					
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 Lifting Contracts					
Date of Entry	Retendering of Adults Lifting Equipment Contracts	None			
February 2023					
Date for Decision					

9 Mar 2023			Contact Officer		
Portfolios Affected			Susan Kalvenas, Leanne Reid		
Executive Member for Adults Social Care & Health					
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 Provider uplift fees					
Date of Entry		None			
February 2023					
Date for Decision					
9 Mar 2023			Contact Officer		
Portfolios Affected			Zoe Evans, Leanne Reid		
Executive Member for Adults Social Care & Health					
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 August 2018	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
Date for Decision Not before 11th Mar			Contact Officer		
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
Policy and practice amendments in					
Date of Entry August 2018	The Executive Board will be asked to note a	Consultation will take place with a wide range	Jo Siddle		Standing Item

Date for Decision	range of legislative and funding changes which may impact on SEND services particularly and may require changes within services to ensure the department is compliant.	of stakeholders			
Not before 11th Mar			Contact Officer		
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
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
August 2018			Contact Officer		
Date for Decision					
Not before 11th Mar					
Portfolios Affected					
Executive Member for Children, Young People and Education			Justine Westwell		
Wards Affected					
All Wards					

					- 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Creation of new secondary school					
Date of Entry	To request approval to award schools capital funding for the purpose of creating new secondary school places in Blackburn with Drawen.	Expressions of interest to support the borough to increase the number of secondary school places were invited from all existing secondary schools in Blackburn and Darwen			
December 2022					
Date for Decision					
9 Mar 2023					
Portfolios Affected					
Executive Member for Children, Young People and Education Children, Young People and Education					
Wards Affected			Contact Officer		
			Carol Grimshaw		
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 Creation of new specilaist school					
Date of Entry January 2023	That the Executive Board: Approves the projects and associated expenditure detailed for the purpose of creating new specialist school places across Blackburn with Darwen.	None			
Date for Decision 9 Feb 2023			Contact Officer		
Portfolios Affected			Carol Grimshaw		
Wards Affected Blackburn Central; Blackburn South East; Darwen West					
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 Q 3 Fostering report					
Date of Entry February 2023	Q 3 Fostering report	None			
Date for Decision 9 Mar 2023			Contact Officer		
Portfolios Affected Executive Member for Children, Young People and Education Children, Young People and Education			Amy Brooks, Suzanne Kinder		
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 - School Holiday Pattern for Community					
Date of Entry	The Executive Board is asked to agree to the recommended school holiday pattern for 2024/2025	The proposed pattern will be consulted upon with Headteachers, Governors and Teacher Associations during the Spring Term			
February 2023					
Date for Decision					
8 Jun 2023					
Portfolios Affected					
Executive Member for Children, Young People and Education					
Children, Young People and Education					
Wards Affected			Contact Officer		
All Wards			Andrew Hutchinson		
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				

Environment and Operations

Digital and Customer Services

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Digital First Policy					
Date of Entry	New Digital First Policy for the Council	None			
February 2023					
Date for Decision					
9 Mar 2023					
Portfolios Affected					
Executive Member for Digital and Customer Services Digital and Customer 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, Prevention & Wellbeing

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Joint Health and Wellbeing Strategy					
Date of Entry	To update the Board on the revised Health and Wellbeing Strategy	None	Contact Officer Ailsa Smith, Laura Wharton		
January 2023					
Date for Decision					
9 Mar 2023					
Portfolios Affected					
Executive Member for Public Health, Prevention & 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 Oral Health Improvement Strategy					

Date of Entry		None				
January 2023						
Date for Decision						
13 Apr 2023						
Portfolios Affected						Contact Officer
Executive Member for Public Health, Prevention & Wellbeing Public Health Prevention and Wellbeing						Gillian Kelly, Ailsa Smith, Beth Wolfenden
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					

Growth and Development

Title	Subject	Consultation	Representations To	Documents Considered	Comments
MediPark, Blackburn					
Date of Entry	Land disposal at Medipark to the East Lancashire Hospitals NHS Trust	None			
August 2022					
Date for Decision					
9 Jun 2023					
Portfolios Affected					
Executive Member for Growth and Development Growth and Development					
Wards Affected			Contact Officer		
Blackburn South East			PMO Growth		
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
Strategic Asset Management Plan					
Date of Entry	Strategic Asset Management Plan for 2023-2025 and updated Disposal policy	None			
February 2023					
Date for Decision					
9 Mar 2023					
Portfolios Affected			Contact Officer		

Executive Member for Growth and Development			PMO Growth		
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 Listed Mill Acquisition to support					
Date of Entry	To approve the decision to acquire a listed Mill in a key employment Corridor	None			
November 2022					
Date for Decision					
9 Feb 2023					
Portfolios Affected			Contact Officer		
Executive Member for Finance and Governance, Executive Member for Growth and Development			Clare Turner		
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
Consultation on the school bus service to					

Date of Entry	To request approval to go out to a consultation about the School bus service for school age children from Blackburn with Darwen Borough who are travelling to Bolton Schools	The consultation process will include parents, schools and dioceses who will be potentially affected by the outcome of the consultation.			
January 2023					
Date for Decision					
8 Jun 2023					
Portfolios Affected			Contact Officer		
Executive Member for Growth and Development			Martin Eden		
Growth and Development					
Wards Affected					
Blackburn South and Lower Darwen; Darwen South; 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
EB_Climate Emergency Progress Report					
Date of Entry		None			
January 2023					
Date for Decision					
8 Jun 2023					
Portfolios Affected			Contact Officer		
			Gwen Kinloch		
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
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Growth Programme 2023/24					
Date of Entry	Approval of the Council's Growth Programme for 2023/24.	None	Contact Officer	PMO Growth	
February 2023					
Date for Decision					
13 Apr 2023					
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 2023/24 programme					
Date of Entry	A detailed Local Transport Plan programme for 2023/24 has been developed which includes road surfacing works, drainage works, capital drainage works, street lighting schemes and maintenance and repairs to bridges and highways structures.	None	Contact Officer		
February 2023					
Date for Decision					
9 Mar 2023					
Portfolios Affected					
Executive Member for Growth and Development					
Environment & Operations					
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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Finance and Governance

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Update to Medium Term Financial Plan					
Date of Entry May 2022	Update to Medium Term Financial Plan 2023/26	None			
Date for Decision 12 Jan 2023					
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					
			Contact Officer Dean Langton, Julie Leonard		

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Award of Contract for Long Term Agreement					
Date of Entry December 2022	To provide the outcome of the tender for the long term agreement for the Council's insurance requirements	Director of Finance		Award of Contract for Long Term Agreement for Council Insurance Policies and Cover	Procurement Strategy approved by Executive Member for Finance & Governance
Date for Decision 9 Mar 2023					
Portfolios Affected					
			Contact Officer		

Executive Member for Finance and Governance	for consideration and approval.		Colin Ferguson		
Wards Affected					
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 Pay Policy 2022-23					
Date of Entry	Statutory report detailing pay information for whole workforce	None			
February 2023					
Date for Decision					
9 Mar 2023					
Portfolios Affected					
Executive Member for Finance and Governance			Contact Officer		
Wards Affected		Jill Readfern, Ailsa Smith			
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				

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 Environment & Operations, Executive Member for Adults Social Care & Health, Executive Member for Public Health, Prevention & 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				

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					
Not before 1st Jan 2019			Contact Officer		
Portfolios Affected					
Executive Member for Children, Young People and Education, Executive Member for Environment & Operations, Executive Member for Adults Social Care & Health, Executive Member for Public Health, Prevention & 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				