

# **Forward Plan**

## **Forward Plan July 23 - October 23**

**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 9<sup>th</sup> 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 August 2018 to November 2018.

The Executive Board consists of the following Portfolios.

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

**Councillor Phil Riley**  
**Councillor Mustafa Desai**  
**Councillor Julie Gunn**  
**Councillor Jim Smith**  
**Councillor Damian Talbot**  
**Councillor Mahfooz Hussain**  
**Councillor Qesir 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**

10<sup>th</sup> August, 7<sup>th</sup> September, 12<sup>th</sup> October, 9<sup>th</sup> November, 7<sup>th</sup> December

**2024**

11<sup>th</sup> January, 8<sup>th</sup> February, 7<sup>th</sup> March, 11<sup>th</sup> April.

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
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<b>EB Government Reforms to Adult Social</b>						
Date of Entry	Government Reforms to Adult Social Care Standing Item as applicable	None				
<b>February 2023</b>						
Date for Decision						
<b>7 Sep 2023</b>						
Portfolios Affected						<b>Contact Officer</b>
<b>Executive Member for Adults Social Care &amp; Health</b>						Katherine White, Leanne Reid, Ailsa Smith
Wards Affected						
<b>All Wards</b>						
<b>Exempt Information?</b>						
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No					

# Children, Young People and Education

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Government reforms to Education to comply</b>					
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	Consultation will take place with a range of stakeholders	Jo Siddle		Standing item - catch all
<b>August 2018</b>					
Date for Decision					
<b>Not before 11th Mar</b>			<b>Contact Officer</b>		
Portfolios Affected					
<b>Executive Member for Children, Young People and Education</b>					
Wards Affected					

<b>All Wards</b>	department to adapt and comply.				
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>EB Staying Put Allowance</b>					
Date of Entry		None			
Date for Decision					
<b>10 Aug 2023</b>					
Portfolios Affected					
<b>Executive Member for Children, Young People and Education</b>					
<b>Children, Young People and Education</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Discretionary Payment to a Foster Carer</b>					
Date of Entry	To offer financial support to a foster carer due to substantial Fire Damage caused to the Livery Stables by a	None			
Date for Decision					
<b>3 Feb 2023</b>					
Portfolios Affected					



<b>Executive Member for Children, Young People and Education</b>	Looked After Child who has significant behavioural challenges.		Suzanne Kinder		
Wards Affected					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>EB Youth Commissions</b>					
Date of Entry	2 x Youth Commissions via YPS: 1 x BYZ 1 x BRCT	None			
Date for Decision					
<b>10 Aug 2023</b>			<b>Contact Officer</b>		
Portfolios Affected			Imran Akuji, Jon McCaughey		
<b>Executive Member for Children, Young People and Education</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Policy and practice amendments in</b>					
Date of Entry	The Executive Board	Consultation will take	Jayne Ivory		Standing Item

<b>August 2018</b>	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 compliant.	place with a wide range of stakeholders				
Date for Decision						
<b>Not before 11th Mar</b>				<b>Contact Officer</b>		
Portfolios Affected						
<b>Executive Member for Children, Young People and Education</b>						
Wards Affected						
<b>All Wards</b>						
<b>Exempt Information?</b>						
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Government reforms to Children's Social Care</b>					
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"> <li>- Regional Adoption Agency and Adoption Reforms</li> <li>- Adoption Scorecards</li> <li>- Family Justice Review</li> <li>- Working Together to Safeguard Children</li> <li>- Ministry of Justice, Youth Justice Board, YOT Changes</li> <li>- Inspection Changes</li> <li>- Improvement Board Recommendations</li> <li>- Children and Families Act 2014</li> <li>- Early Years Foundation Stag</li> </ul>
<b>August 2018</b>					
Date for Decision					
<b>Not before 11th Mar</b>			<b>Contact Officer</b>		
Portfolios Affected					
<b>Executive Member for Children, Young People and Education</b>					
Wards Affected					
<b>All Wards</b>					

					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
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>EB Foster Carer Allowances</b>					
Date of Entry	Uplift to the current FC Allowances including Short Breaks.	None			
<b>May 2023</b>					
Date for Decision					
<b>8 Jun 2023</b>					
Portfolios Affected					
<b>Executive Member for Children, Young People and Education</b>					
<b>Children, Young People and Education</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

# Environment and Operations

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Consultation on the school bus service to</b>					
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.	<b>Contact Officer</b>  Martin Eden		
<b>January 2023</b>					
Date for Decision					
<b>6 Jul 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and Development</b>					
Wards Affected					
<b>Blackburn South and Lower Darwen; Darwen South; West Pennine</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Vehicle Replacement Programme</b>					
Date of Entry	The Council's vehicle replacement programme has identified that a number of vehicles in the Council's fleet are old, need replacing, to reduce the impact on the Council of increased maintenance costs and also hired replacement vehicle	None	<b>Contact Officer</b>  Tony Watson, Joanne Byrne		
<b>June 2023</b>					
Date for Decision					
<b>6 Jul 2023</b>					
Portfolios Affected					
<b>Executive Member for Finance and Governance, Executive Member for Environment &amp; Operations</b>					

Wards Affected	costs and provide up to date conformity with emission targets for engine efficiency. Vehicle failures can also affect the delivery of key services to the public that can also lead to reputational damage to the Council.				
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

# Digital and Customer Services

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>EB Digital First Policy</b>					
Date of Entry	New Digital First Policy for the Council	None			
<b>February 2023</b>					
Date for Decision					
<b>5 Oct 2023</b>					
Portfolios Affected					
<b>Executive Member for Digital and Customer Services</b>					
<b>Digital and Customer Services</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

# Public Health, Prevention & Wellbeing



Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>NHS Health Checks tender 2024-2027 award</b>					
Date of Entry	Paper to request award of the NHS Health Checks service award to successful provider	None	<b>Contact Officer</b>  Hayley Kilpatrick, Gillian Kelly		
Date for Decision					
<b>7 Dec 2023</b>					
Portfolios Affected					
<b>Executive Member for Adults Social Care &amp; Health Public Health Prevention and Wellbeing</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

# Growth and Development

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Developer Contributions &amp;</b>					
Date of Entry	Approval of draft SPD for public consultation	None			
Date for Decision					
<b>8 Feb 2024</b>			<b>Contact Officer</b>		
Portfolios Affected					
<b>Executive Member for Growth and Development</b>			PMO Growth		
<b>Growth and Development</b>					

Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Climate Impacts Frameworks SPD</b>					
Date of Entry	Approval of draft SPD for public consultation	None	PMO Growth		
Date for Decision					
<b>8 Feb 2024</b>					
Portfolios Affected					
<b>Executive Member for Growth and Development</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Disposal of Land at Mellor Brook</b>					
Date of Entry	Approval to dispose of land to a preferred developer following an informal tender subject to planning	None	PMO Growth		
<b>June 2023</b>					
Date for Decision					
<b>7 Dec 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and</b>					

<b>DevelopmentGrowth and Development</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Climate Impacts Framework SPD</b>					
Date of Entry	Approval of draft SPD for public consultation	None	Contact Officer  PMO Growth		
<b>June 2023</b>					
Date for Decision					
<b>7 Sep 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and DevelopmentALL</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Developer Contributions &amp;</b>					
Date of Entry	Approval of drat SPD for public consultation	None	Contact Officer		
<b>June 2023</b>					
Date for Decision					
<b>7 Sep 2023</b>					
Portfolios Affected					

<b>Executive Member for Growth and DevelopmentALL</b>			PMO Growth		
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Local Cycling and Walking Infrastructure</b>					
Date of Entry	Approval of LCWIP and associated scheme prioritisation	None	PMO Growth		
<b>June 2023</b>					
Date for Decision					
<b>7 Sep 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and DevelopmentALL</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Local Development Scheme</b>					
Date of Entry	Update of the timetable for the completion of the Local Plan, and scheduling/funding of relevant supporting	None	PMO Growth		
<b>June 2023</b>					
Date for Decision					
<b>10 Aug 2023</b>					
Portfolios Affected					

<b>Executive Member for Growth and Development</b>	documents (SPDs/Masterplans)		PMO Growth		
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Award of contract for new software solution</b>					
Date of Entry	Contract award of a new software system to manage the provision of Environmental Health, Trading Standards and Housing information management.	Initial report to Exec Board approved in April	<b>Contact Officer</b>		
<b>June 2023</b>					
Date for Decision					
<b>6 Jul 2023</b>					
Portfolios Affected					
<b>Executive Member for Environment &amp; Operations, Executive Member for Digital and Customer Services</b>					
Wards Affected			Peter Hughes		
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Maple Grove Blackburn/Morrisons</b>					

Date of Entry	Approval to proceed with funding agreement to acquire and refurbish the multi-storey car park from Morrisons and to fund external works	None			
<b>June 2023</b>					
Date for Decision					
<b>7 Dec 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and DevelopmentGrowth and Development</b>					
Wards Affected					
<b>Blackburn Central</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>St John's Refurbishment Scheme</b>					
Date of Entry	Approval to proceed with contractor appointment and the refurbishment scheme	None			
<b>June 2023</b>					
Date for Decision					
<b>7 Dec 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and DevelopmentGrowth and Development</b>					
Wards Affected					
<b>Blackburn Central</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
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<b>Local Heritage List</b>					
Date of Entry	Update of local heritage listings following Growth Lancashire recommendations & P&H Committee considerations	None			
<b>June 2023</b>					
Date for Decision					
<b>7 Dec 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and Development</b>					
<b>Growth and Development</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Asset Management Review</b>					
Date of Entry	Approval to proposals following review of Council's property estate	None			
<b>June 2023</b>					
Date for Decision					
<b>12 Oct 2023</b>					
Portfolios Affected					
<b>Executive Member for Growth and Development</b>					
<b>Growth and Development</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				



Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>South East Blackburn LUF Scheme</b>					
Date of Entry <b>June 2023</b>	Approval to appoint Balfour Beatty and the preferred design partner for progressing the detailed design of J5 improvement scheme	None			
Date for Decision <b>12 Oct 2023</b>			<b>Contact Officer</b>		
Portfolios Affected <b>Executive Member for Growth and Development</b>			PMO Growth, Simon Jones		
Wards Affected <b>Blackburn South East; West Pennine</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Growth Programme 2023/24</b>					
Date of Entry <b>February 2023</b>	Approval of the Council's Growth Programme for 2023/24.	None			
Date for Decision <b>7 Sep 2023</b>			<b>Contact Officer</b>		
Portfolios Affected <b>Executive Member for Growth and Development</b>			PMO Growth		
Wards Affected <b>All Wards</b>					
<b>Exempt Information?</b>					

Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				
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# Finance and Governance

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Update to Medium Term Financial Plan</b>					
Date of Entry	To provide an update to the Medium Term Financial Plan	None	Contact Officer  Dean Langton		
<b>March 2023</b>					
Date for Decision					
<b>8 Jun 2023</b>					
Portfolios Affected					
<b>Executive Member for Finance and Governance</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

# Corporate Issues

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Corporate Revenue Budget Monitoring</b>					
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.
<b>August 2018</b>					
Date for Decision			<b>Contact Officer</b>		
<b>Not before 1st Jan 2019</b>					
Portfolios Affected					
<b>Executive Member for Children, Young People and Education, Executive Member for Growth and</b>					

<b>Development, Executive Member for Environment &amp; Operations, Executive Member for Public Health, Prevention &amp; Wellbeing, Executive Member for Adults Social Care &amp; Health, Executive Member for Finance and Governance, Executive Member for Digital and Customer Services</b>					
Wards Affected					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
<b>Corporate Capital Budget Monitoring</b>					
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  <b>Contact Officer</b>		The reports are expected to be taken to August, November and February each year with an outturn report in June/July.
<b>August 2018</b>					
Date for Decision					
<b>Not before 1st Jan 2019</b>					
Portfolios Affected					
<b>Executive Member for Adults Social Care &amp; Health, Executive Member for Finance and Governance, Executive Member for Digital and Customer</b>					

<b>Services, Executive Member for Children, Young People and Education, Executive Member for Growth and Development, Executive Member for Environment &amp; Operations, Executive Member for Public Health, Prevention &amp; Wellbeing</b>					
<b>Wards Affected</b>					
<b>All Wards</b>					
<b>Exempt Information?</b>					
Will the report include information that will require part of it to be considered in part 2? <b>If yes please give reasons</b>	No				