

Forward Plan

Forward Plan August 2023 - November 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 August 2023 to November 2023.

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

10th August, 7th September, 12th October, 9th November, 7th December

2024

11th January, 8th February, 7th March, 11th 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
EB Government Reforms to Adult Social					
Date of Entry	Government Reforms to Adult Social Care Standing Item as applicable	None	Contact Officer Katherine White, Leanne Reid, Ailsa Smith		
February 2023					
Date for Decision					
7 Sep 2023					
Portfolios Affected					
Executive Member for Adults Social Care & Health 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	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			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
EB Staying Put Allowance					
Date of Entry		None			
July 2023					
Date for Decision			Contact Officer		
10 Aug 2023					
Portfolios Affected					
Executive Member for Children, Young People and Education			Amy Brooks, Imran Akuji, 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
Discretionary Payment to a Foster Carer					
Date of Entry	To offer financial support to a foster carer due to substantial Fire Damage caused to the Livery Stables by a Looked After Child who has significant behavioural challenges.	None	Suzanne Kinder		
July 2023					
Date for Decision					
3 Feb 2023					
Portfolios Affected					
Executive Member for Children, Young People and Education					
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	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	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					

Executive Member for Children, Young People and Education	services particularly and may require changes within services to ensure the department is compliant.				
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 Youth Commissions					
Date of Entry	2 x Youth Commissions via YPS: 1 x BYZ 1 x BRCT	None			
July 2023					
Date for Decision					
7 Sep 2023					
Portfolios Affected					
Executive Member for Children, Young People and Education					
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	Extensive consultation	Jo Siddle		- Regional Adoption

August 2018	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	will take place with a range of stakeholders.			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 Stage 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
Date for Decision					
Not before 11th Mar					
Portfolios Affected					
Executive Member for Children, Young People and Education					
Wards Affected	All Wards		Contact Officer		
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 Foster Carer Allowances					

Date of Entry	Uplift to the current FC Allowances including Short Breaks.	None				
May 2023						
Date for Decision						
8 Jun 2023						
Portfolios Affected						Contact Officer
Executive Member for Children, Young People and Education Children, Young People and Education						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					

Environment and Operations

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.	Contact Officer		
January 2023					
Date for Decision					
6 Jul 2023					
Portfolios Affected					
Executive Member for Growth and Development					
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
Vehicle Replacement Programme					
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	None	Contact Officer		
June 2023					
Date for Decision					
6 Jul 2023					
Portfolios Affected					
Executive Member for Finance and Governance, Executive					
Finance and Governance					
			Tony Watson, Joanne Byrne		

Member for Environment & Operations	the Council of increased maintenance costs and also hired replacement vehicle 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.				
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

Title	Subject	Consultation	Representations To	Documents Considered	Comments
EB Digital First Policy					
Date of Entry	New Digital First Policy for the Council	None	Contact Officer Steven Oldham, Laura Hodkinson		
February 2023					
Date for Decision					
5 Oct 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
NHS Health Checks tender 2024-2027 award					
Date of Entry	Paper to request award of the NHS Health Checks service award to successful provider	None	Contact Officer Hayley Kilpatrick, Gillian Kelly		
July 2023					
Date for Decision					
7 Dec 2023					
Portfolios Affected					
Executive Member for Adults Social Care & Health Public Health Prevention 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				

Growth and Development

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Developer Contributions &					
Date of Entry	Approval of draft SPD for public consultation	None			
July 2023					
Date for Decision					
8 Apr 2024					
Portfolios Affected					
Executive Member for 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Climate Impacts Frameworks SPD					
Date of Entry	Approval of draft SPD for public consultation	None			
July 2023					
Date for Decision					
8 Feb 2024					
Portfolios Affected					
Executive Member for 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Disposal of Land at Mellor Brook					
Date of Entry June 2023	Approval to dispose of land to a preferred developer following an informal tender subject to planning	None	Contact Officer PMO Growth		
Date for Decision 7 Dec 2023					
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
Climate Impacts Framework SPD					
Date of Entry June 2023	Approval of draft SPD for public consultation	None	Contact Officer PMO Growth		
Date for Decision 7 Sep 2023					
Portfolios Affected					
Executive Member for Growth and Development					
ALL					

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
Developer Contributions &					
Date of Entry	Approval of drat SPD for public consultation	None	PMO Growth		
June 2023					
Date for Decision					
7 Sep 2023					
Portfolios Affected					
Executive Member for Growth and DevelopmentALL					
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 Cycling and Walking Infrastructure					
Date of Entry	Approval of LCWIP and associated scheme prioritisation	None	PMO Growth		
June 2023					
Date for Decision					
1 Nov 2023					
Portfolios Affected					
Executive Member for Growth and DevelopmentALL					
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					

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 Development Scheme					
Date of Entry	Update of the timetable for the completion of the Local Plan, and scheduling/funding of relevant supporting documents (SPDs/Masterplans)	None	PMO Growth		
June 2023					
Date for Decision					
10 Aug 2023					
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
Award of contract for new software solution					
Date of Entry	Contract award of a new software system to manage the provision of Environmental Health, Trading Standards and Housing information	Initial report to Exec Board approved in April	Peter Hughes		
June 2023					
Date for Decision					
6 Jul 2023					
Portfolios Affected					
Executive Member for Environment &					
Environment &					
Exempt Information?					
Will the report include information that will require part of it to be considered in part 2? If yes please give reasons					

Operations, Executive Member for Digital and Customer Services Environment & Operations	management.				
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
Maple Grove Blackburn/Morrisons					
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	Contact Officer Simon Jones, PMO Growth		
June 2023					
Date for Decision					
7 Dec 2023					
Portfolios Affected					
Executive Member for Growth and Development 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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
St John's Refurbishment Scheme					
Date of Entry	Approval to proceed with contractor	None			
June 2023					

Date for Decision	appointment and the refurbishment scheme				
7 Dec 2023			Contact Officer		
Portfolios Affected			Simon Jones, PMO Growth		
Executive Member for Growth and Development					
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	No				

Title	Subject	Consultation	Representations To	Documents Considered	Comments	
Local Heritage List						
Date of Entry	Update of local heritage listings following Growth Lancashire recommendations & P&H Committee considerations	None				
June 2023						
Date for Decision				Contact Officer		
7 Dec 2023				PMO Growth		
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
Asset Management Review					

Date of Entry	Approval to proposals following review of Council's property estate	None			
June 2023					
Date for Decision					
12 Oct 2023					
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
South East Blackburn LUF Scheme					
Date of Entry	Approval to appoint Balfour Beatty and the preferred design partner for progressing the detailed design of J5 improvement scheme	None			
June 2023					
Date for Decision					
12 Oct 2023					
Portfolios Affected					
Executive Member for Growth and Development					
Wards Affected					
Blackburn South East; 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
Growth Programme 2023/24					
Date of Entry	Approval of the Council's Growth Programme for 2023/24.	None			
February 2023					
Date for Decision					
7 Sep 2023					
Portfolios Affected					
Executive Member for Growth and Development					
Wards Affected			Contact Officer		
All Wards			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	No				

Finance and Governance

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Update to Medium Term Financial Plan					
Date of Entry	To provide an update to the Medium Term Financial Plan	None	Contact Officer Dean Langton		
March 2023					
Date for Decision					
8 Jun 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	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 Adults Social Care & Health, Executive Member for Finance and Governance, Executive Member for Digital and Customer Services, Executive Member for Children, Young People and Education, Executive Member for Growth and Development, Executive Member for Environment & Operations, 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				
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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 Growth and Development, Executive Member for Digital and Customer Services, Executive Member for Environment & Operations, Executive Member for Public Health, Prevention & Wellbeing, Executive Member for Adults Social Care & Health, 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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