

Forward Plan

Forward Plan - February 2024 - May 2024

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 8th February 2024. 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
Children, Young People and Education
Environment and Operations
Public Health, Prevention and Wellbeing
Digital and Customer Services
Growth and Development
Finance and Governance

Councillor Phil Riley
Councillor Jackie Floyd
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:

2024

8th February, 7th March, 11th April, 13th June, 11th July, 8th August

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
Community Day Care Support Services					
Date of Entry	Report to present	Consultations			
January 2024	proposal of	undertaken and			

Date for Decision	recommissioning of the provision of day care in Blackburn with Darwen following the cessation of the previous contract.	completed - Oct to Dec 2023. Due to be presented in Senior Leadership Team on the 16th Jan 24.			
7 Mar 2024			Contact Officer		
Portfolios Affected			Hira Miah		
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
% uplift of Foster Carer payments 24/25					
Date of Entry		None			
January 2024					
Date for Decision					
7 Mar 2024			Contact Officer		
Portfolios Affected			Louise Helm, Amy Brooks, Suzanne Kinder		
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
EB - School Holiday Pattern for Community					
Date of Entry	The EB is asked to agree to the recommended School Holiday pattern for Community and Controlled Schools for 2025/2026	Schools and Teacher Associations will be asked for their views on the proposed pattern			
January 2024					
Date for Decision					
11 Apr 2024					
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				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Wrap Around Childcare Programme					
Date of Entry	To advise the Executive Board of the Governments planned Wrap Around Childcare Programme	Consultation will be undertaken as part of the annual childcare sufficiency assessment.			
December 2023					
Date for Decision					
8 Feb 2024					
Portfolios Affected			Contact Officer		

Executive Member for Children, Young People and Education	commencing September 2024.		Sara Malone, Sarah Anderson, 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				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Early Years Expanded Entitlements					
Date of Entry	To advise the Executive Board of the Government's planned expansion of funded Early Years Entitlements commencing April 2024.	Consultation will take place as part of the annual assessment of childcare sufficiency	Contact Officer Sarah Anderson, Carol Grimshaw		
December 2023					
Date for Decision					
8 Feb 2024					
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 Quarterly Fostering report					
Date of Entry		None			

September 2023					
Date for Decision					
7 Mar 2024					
Portfolios Affected			Contact Officer		
Executive Member for Children, Young People and Education Children, Young People and Education			Amy Brooks, Suzanne Kinder, Louise Helm		
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
Highways Capital Programme 2024/25					
Date of Entry		None			
January 2024					
Date for Decision					
8 Feb 2024					
Portfolios Affected					
Wards Affected			Contact Officer		
			Mark Berry		
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
Tree and Woodland Strategy					

Date of Entry		Undertaken as part of the Climate Change consultation			
January 2024					
Date for Decision					
11 Apr 2024					
Portfolios Affected					
Executive Member for 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				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Petition - Pole Lane, Darwen					
Date of Entry	Request for traffic calming to be removed.	None			
January 2024					
Date for Decision					
7 Mar 2024					
Portfolios Affected					
Executive Member for Growth and Development					
Wards Affected					
Darwen East					
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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Local Transport Plan 2024/25 programme					
Date of Entry	Report to seek the Executive Board's approval for the detailed Local Transport Plan programme for the financial year 2024/25.	None	Contact Officer	Mark Berry, Carmel Foster-Devine	
January 2024					
Date for Decision					
7 Mar 2024					
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				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Bus Service Improvement Plan					
Date of Entry	Update report on our programme of works associated with the BSIP+ and Phase 3 BSIP allocations.	None	Contact Officer	Carmel Foster-Devine	
January 2024					
Date for Decision					
8 Feb 2024					
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				

Digital and Customer Services

Public Health, Prevention & Wellbeing

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Procurement process for Tier 4 Substance					
Date of Entry		None			
January 2024					
Date for Decision					
8 Feb 2024					
Portfolios Affected					
Executive Member for Public Health, Prevention & Wellbeing					
Wards Affected			Contact Officer		
All Wards			Lee Girvan, Hayley Kilpatrick, Abdul Razaq, Julie Leonard, Samantha Riley		
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
Development and Procurement of a new					
Date of Entry		None			
January 2024					
Date for Decision					
8 Feb 2024					
Portfolios Affected					
Executive Member for Public Health, Prevention &					
			Contact Officer		
			Lee Girvan, Colin Hughes, Samantha Riley		

WellbeingPublic 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				

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Blackburn with Darwen Our Strategy to Reduce					
Date of Entry	Child Poverty Strategy 2024 - 2027	None			
December 2023					
Date for Decision					
8 Feb 2024			Contact Officer		
Portfolios Affected			Hayley Kilpatrick, Hannah Dean, Liz Johnston		
Executive Member for Public Health, Prevention & Wellbeing, Executive Member for Children, Young People and EducationPublic 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
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Adoption of the Climate Impacts Framework					
Date of Entry January 2024	Adoption of the Climate Impacts Framework (CIF) Supplementary Planning Document (SPD)	None	Contact Officer PMO Growth		
Date for Decision 8 Feb 2024					
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					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Blackburn Town Centre LUF					
Date of Entry November 2023	Project update and capital programme approval	None	Contact Officer PMO Growth, Simon Jones		
Date for Decision 11 Apr 2024					
Portfolios Affected 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					

Title	Subject	Consultation	Representations To	Documents Considered	Comments
North East Blackburn Masterplan					
Date of Entry November 2023	Appointment of Consultant and Funding Approval together with Collaboration Agreement Draft Heads of Terms	None			
Date for Decision 8 Feb 2024			Contact Officer		
Portfolios Affected Executive Member for Growth and DevelopmentGrowth 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
Biodiversity - supporting the					
Date of Entry November 2023		None			
Date for Decision 8 Feb 2024			Contact Officer		
Portfolios Affected Executive Member for Growth and DevelopmentGrowth 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				
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Title	Subject	Consultation	Representations To	Documents Considered	Comments
Climate Impacts Frameworks SPD					
Date of Entry	Approval to adopt SPD following consultation on the draft and consideration of the accompanying consultation statement	None	Contact Officer PMO Growth		
July 2023					
Date for Decision					
8 Feb 2024					
Portfolios Affected					
Executive Member for Growth and Development Growth and Development					
Wards Affected					
All Wards					
Exempt Information?	No				
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	Contact Officer PMO Growth		
June 2023					
Date for Decision					
7 Mar 2024					
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	Simon Jones, PMO Growth		
June 2023					
Date for Decision					
8 Feb 2024					
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				

Finance and Governance

Title	Subject	Consultation	Representations To	Documents Considered	Comments
Medium Term Financial Plan - Update					
Date of Entry		None			
December 2023					
Date for Decision					
6 Jun 2024					
Portfolios Affected			Contact Officer		

Executive Member for Finance and Governance ALL			Dean Langton		
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
EB Corporate Capital Budget Monitoring					
Date of Entry December 2023	Corporate Capital Budget and Balance Sheet Report 2023/24 Quarter 1	None			
Date for Decision 8 Feb 2024			Contact Officer		
Portfolios Affected Executive Member for Finance and Governance Finance and Governance			Simon Ross		
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 Corporate Revenue Budget Monitoring					
Date of Entry December 2023	Corporate Revenue Budget Monitoring Quarter 1 2023-24	None			
Date for Decision 8 Feb 2024			Contact Officer		

Portfolios Affected			Simon Ross		
Executive Member for Finance and Governance					
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
Irrecoverable Debts					
Date of Entry	To seek approval to the write off of irrecoverable debts.	None	Contact Officer Dean Langton		
November 2023					
Date for Decision					
7 Dec 2023					
Portfolios Affected					
Executive Member for Finance and Governance 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				