

# EXECUTIVE BOARD

## Thursday 8<sup>th</sup> April 2021

### PRESENT

#### **COUNCILLOR:**

Councillor Mohammed Khan CBE  
Councillor Julie Gunn  
Councillor Jim Smith  
Councillor Mustafa Desai  
Councillor Vicky McGurk  
Councillor Phil Riley  
Councillor Damian Talbot  
Councillor Quesir Mahmood

#### **PORTFOLIO:**

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

#### **EXECUTIVE MEMBER**

Councillor John Slater

#### **NON PORTFOLIO**

Leader of the Conservative Group

#### **ALL IN ATTENDANCE:**

Muhammed Bapu  
Zainab Dassu

Deputy Youth MP  
Deputy Youth MP

|   | Item  | Action           |
|---|---|------------------|
| 1 | <b><u>Welcome and Apologies</u></b><br><br>The Leader of the Council, Councillor Mohammed Khan, welcomed all to the meeting and read out the statement explaining that this was a virtual meeting. Apologies were received from the Youth MP, Zara Hayat. |                  |
| 2 | <b><u>Minutes of the Previous Meeting</u></b><br><br>The Minutes of the Meeting held on 11 <sup>th</sup> March 2021 were agreed as a correct record.  | <b>Agreed</b>    |
| 3 | <b><u>Declarations of Interest</u></b><br><br>There were no Declarations of Interest submitted.   |                  |
| 4 | <b><u>Equality Implications</u></b><br><br>The Chair asked Members to confirm that they had considered and understood any Equality Impact Assessments associated with reports on the agenda ahead of making any decisions.                                | <b>Confirmed</b> |
| 5 | <b><u>Public Forum</u></b><br><br>In accordance with Part 4 of the Executive Board Procedure Rules for questions/statements by members of the public, the following questions/statements have been received, details of which are set out below:-         |                  |

|          | Item  |   |  | Action       |
|----------|---|---|--|--------------|
|          | Name of Person asking the Question  | Subject Area                                      | Response by  |              |
|          | Dr J.H Gazdula  | Greenbelt land/Local Plan                         | Councillor Phil Riley, Executive Member for Growth & Development |              |
|          | Elliot Gazdula  | Local Plan Consultation/Petition – Bailey’s Field | Councillor Phil Riley, Executive Member for Growth & Development |              |
|          | <p>Cllr Riley read out the answer to Dr Ghazdula’s question and advised that this would be sent to him as he was not in attendance.</p> <p>In response to the question from Elliot Ghazdula, Councillor Riley advised of the levels of engagement relating to the recent consultation on the draft Local Plan and also the breakdown of petitioners on the Bailey’s Field Petition, a significant proportion of which were outside the Borough. In response to a supplementary question Cllr Riley advised that a suggested 50% Local Plan response rate would not be achievable and would be a greater percentage than most electoral turnouts.</p>                            |   |  |              |
| <b>6</b> | <p><b><u>Questions by Non-Executive Members</u></b></p> <p>No Questions had been received from Non-Executive Members,</p>   |   |  |              |
| <b>7</b> | <p><b><u>Youth MPs Update</u></b></p> <p>The Deputy Youth MPs verbally reported on recent events and activities including :</p> <ul style="list-style-type: none"> <li>• A very busy month, with a return to education and some semblance of normality.</li> <li>• Attendance at the PEOPLE Overview and Scrutiny Committee.</li> <li>• Further work for the Young Inspectors Programme and the Lancashire Police Youth Commission.</li> <li>• Commencement of work on a Mental Health First Aid Course for Young People.</li> <li>• Development had begun on a Forum Newsletter.</li> </ul> <p><b><u>Executive Member Reports</u></b></p> <p><b><u>Leader’s Update</u></b></p> |   |  | <b>Noted</b> |

|     | Item  | Action   |
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|     | <p>Councillor Mohammed Khan verbally reported on the current position relating to the Covid-19 pandemic, latest vaccinations figures and also it was hoped that people would follow the rules as the next stage of the roadmap out of lockdown commenced on 12<sup>th</sup> April.</p>  | Noted    |
| 8.1 | <p><b><u>Digital Strategy 2021-2024</u></b></p> <p>Members received a report which outlined the vision and objectives for digitisation across services, the Borough and for residents. The vision set out an approach to enabling digitisation across the Borough for our people, creating the conditions for a high performing Council organisation and providing the best experience for customers. The strategy detailed four work streams and outlined a roadmap and strategic investment plan in order for delivery of the vision. Implementing the strategy would enable the Council to deliver simple and effective online services, to utilise data insights and to continually improve by deploying the right infrastructure, tools and skills for the workforce.</p>  | Noted    |
|     | <p><b>RESOLVED</b> - That the Executive Board approves the Council's new Digital Strategy.</p>  | Approved |
| 8.2 | <p><b><u>Growth Programme 2021-22</u></b></p> <p>Members were reminded that the Council had an economic Growth Programme to support the creation of jobs, housing and infrastructure within the Borough, delivering on the strategy set out in the adopted Local Plan. The Council's strategy, including the Growth Programme, had helped to deliver strategic growth since 2015 by securing the delivery of new homes and jobs in the Borough.</p> <p>To deliver this Growth Programme the Council continued to identify and manage a pipeline of projects which currently comprises a working total of over 200 sites across the Borough with projects planned to be implemented over the short, medium and long term. These projects utilised a combination of private or public sector land and cover employment, housing and town centre developments. Delivery of these private and public sector projects would generate many benefits to the Borough, which were outlined in the report submitted.</p> <p>The report provided a summary of progress to date and outlined the programme of projects for 2021/22. The report also requested delegated authority to vary the Growth Programme for 2021/22 by adding or removing sites as required, reflecting emerging priorities. The report also sought approval to grant a two-year extension to the successful Growth Framework.</p> <p>Councillor John Slater requested that the extension of Growth Framework be brought to Full Council to consider – Cllr Riley advised that he didn't want approval to be held up, but would come</p> |          |

|            | Item   | Action   |
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|            | <p>back to Councillor Slater with suggestions.</p> <p><b>RESOLVED –</b> That the Executive Board:</p> <ul style="list-style-type: none"> <li>• Notes the good progress made by the Growth Team during 2020-21 through challenging operational conditions;</li> <li>• Approves the Growth Programme to progress from feasibility stage through to tender stage during 2021-22;</li> <li>• Delegate’s authority to revise the Growth Programme for 2021/22, attached as Annexe A (by adding, removing or prioritising sites) to the Growth Programme Director in consultation with the Executive Member for Growth &amp; Development; and</li> <li>• Approves a 2-year extension to the Growth Framework to March 2024 and reappoint the following five partners to the Framework, [in alphabetical order]: Barnfield Construction Ltd, Eric Wright Group Ltd, I&amp;H Brown Ltd, Seddon Construction and The Casey Group Ltd.</li> </ul>  | <p></p> <p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> |
| <p>8.3</p> | <p><b><u>Disposal of Council land for residential development at Haslingden Road to a preferred developer</u></b></p> <p>The Executive Board was advised that the Haslingden Road development site in South East Blackburn was identified as a strategic site within the Council’s Growth programme. The site was well placed to provide vital keyworker homes for use by staff at the Royal Blackburn Hospital alongside providing a number of family homes for market sale.</p> <p>A number of technical surveys were undertaken for the site as part of a feasibility study to assess suitability and viability of the site to develop new homes. The feasibility study supported the development of the site to provide a mix of tenure and type of new homes.</p> <p>The site was offered for development via a three stage tender exercise through the Homes England Developer Procurement Panel 3.</p> <p>10 bidders expressed initial interest in developing the site. Officers assessed bids through the three stages of the tender process and identified a suitable bidder that could develop the site to meet with the Council’s aspiration.</p> <p><b>RESOLVED –</b> That the Executive Board:</p> <p>2.1 Notes the outcome of the Tender undertaken for the Haslingden Road development site through the Homes England Developer Procurement Panel 3 (DPP3)</p> <p>2.2 Notes the financial offer for the Council owned site in the part 2 report</p> | <p></p> <p><b>Noted</b></p> <p><b>Noted</b></p>  |

|  | Item   | Action   |
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|  | 2.3 Authorise officers to confirm bidder 'A' as preferred bidder and bidder B as reserve bidder.   | Approved |
|  | 2.4 Grants permission for Council officers to negotiate Heads of Terms to finalise the terms of the disposal.  | Approved |
|  | 2.5 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Growth Programme Director and Director of Finance in consultation with the Executive Members for Finance and Governance, and Growth and Development to approve the final heads of terms.   | Approved |
|  | 2.6 Authorises the Director of HR, Governance & Engagement to complete the necessary legal formalities.  | Approved |
|  | 2.7 Authorise the Strategic Director Place to appropriate the land at Haslingden Road shown edged red on plan attached Appendix A from the Resources and Growth & Development portfolios to the Growth & Development department for planning purposes pursuant to s226 Town and Country Planning Act 1990.   | Approved |
|  | 2.8 Noting that the land is generally open space in character then such appropriation must also comply with s122(2A) of the Local Government Act 1972 and hence authorise the Director of HR, Governance & Engagement to advertise the proposal to appropriate accordingly.  | Approved |
|  | 2.9 Authorise the Director of HR, Governance & Engagement to advertise the proposal to dispose of 'open space' in accordance with the statutory process under Section 123(2A) of the Local Government Act 1972   | Approved |
|  | 2.10 Note that in authorising the commencement of the appropriation process of the Haslingden Road site, the Council has considered the provisions of the Equalities Act 2010 and the Human Rights Act 1998 as set out in this report.   | Noted    |
|  | 2.11 Authorise the Strategic Director Place for the consideration of any objections to both the appropriation proposal and 'open space' disposal.  | Approved |
|  | 2.12 Note the Council's powers under s.203 – 206 of the Housing and Planning Act 2016 to override any third party rights and easements on the land once planning permission for the planning purpose has been obtained and so where necessary to enable the planning purpose to be achieved, authorise the Strategic Director of Place to override any said third party rights or easements. | Noted    |
|  | 2.13 If the appropriation for planning purposes is approved and any third party rights and easements have been overridden, authorise the negotiation and payment of any compensation claims potentially emerging from the appropriation.   | Approved |

|     | Item  | Action   |
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| 8.4 | <p><b><u>Covid-19 Finance Update</u></b></p> <p>The Executive Board received a report detailing the Covid-19 funding received by the Council to date including direct financial support for businesses, partners, community organisations and residents as well as funding in respect of the Council’s ongoing response to and the impact of the pandemic.</p> <p>In response to a request from Cllr John Slater, Cllr McGurk agreed to produce a summary of Covid and Business Grants funding received from the Government to financial year end.</p> <p>Following a question from Cllr Julie Gunn, Cllr McGurk advised of the process for recovery of staff time spent on dealing with grant funding and how this would involve HR and Finance reconciliation. In response to a question from Councillor Gunn on an inaccurate press report following the recent Audit &amp; Governance Committee meeting on Counter Fraud activity by Internal Audit, Cllr McGurk clarified the position.</p> <p><b>RESOLVED</b> – It is recommended that the Executive Board notes the contents of the report.</p>  | Noted    |
| 9.1 | <p><b><u>Replacement HR &amp; Payroll System Procurement Decision</u></b></p> <p>Members received a report on the procurement of a replacement HR and Payroll system and which sought approval to award the contract to the successful bidder with the associated financial implications.</p> <p>The Council previously entered into a contract for its current HR system on the 10<sup>th</sup> March 2014 which was for up to an 8 year period with the current contract due to end in March 2022. The current solution was hosted in the Councils data centre, over recent years the market has seen a shift from on premise solutions to those hosted by the supplier. This has meant that suppliers were now no longer investing in on premise solutions and were implementing modules that were available to customers who move to their hosted solution. Due to the costs involved in moving to a hosted solution this left the Council with no legal alternative, but to tender for a new solution.</p> <p>The report set out the tender process and implementation phases, as well as highlighting the benefits of entering into a new contract.</p> <p><b>RESOLVED -</b></p> <p>That the Executive Board:</p> <ul style="list-style-type: none"> <li>• Further to the approval of the Capital Programme at Finance Council in March 2021, the Executive Board is</li> </ul> | Approved |

|      | Item   | Action  |
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|      | <p>asked to approve the reallocation of £716,000 from the earmarked ICT Capital Reserve, to commence the programme of works to replace the Council's current HR and Payroll system.</p> <ul style="list-style-type: none"> <li>• Approves the awarding of the contract to the successful bidder.</li> <li>• Notes the potential additional modules that may be implemented.</li> </ul>   | <p>Approved</p> <p>Noted</p>  |
|      | <p><b>AT THIS STAGE OF THE PROCEEDINGS THE PRESS AND PUBLIC WERE EXCLUDED FROM THE MEETING.</b></p>  |   |
| 11.1 | <p><b><u>Disposal of Council land for residential development at Haslingden Road to a preferred bidder</u></b></p> <p>Further to the report submitted at Agenda Item 8.3, an additional report was submitted, containing commercially sensitive information.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <p>2.1 Notes the outcome of the Tender undertaken for the Haslingden Road development site through the Homes England Developer Procurement Panel 3 (DPP3)</p> <p>2.2 Notes the financial offer for the Council owned site in the part 2 report</p> <p>2.3 Authorise officers to confirm bidder 'A' as preferred bidder and bidder B as reserve bidder.</p> <p>2.4 Grants permission for Council officers to negotiate Heads of Terms to finalise the terms of the disposal.</p> <p>2.5 Delegates authority to conclude negotiations, including terms of any land sale and contracts to the Growth Programme Director and Director of Finance in consultation with the Executive Members for Finance and Governance, and Growth and Development to approve the final heads of terms.</p> <p>2.6 Authorises the Director of HR, Governance &amp; Engagement to complete the necessary legal formalities.</p> <p>2.7 Authorise the Strategic Director Place to appropriate the land at Haslingden Road shown edged red on plan attached Appendix A from the Resources and Growth &amp; Development portfolios to the Growth &amp; Development department for planning purposes pursuant to s226 Town and Country</p> | <p>Noted</p> <p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> |

|      | Item   | Action                                       |
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|      | Planning Act 1990. .   |  |
|      | 2.8 Noting that the land is generally open space in character then such appropriation must also comply with s122(2A) of the Local Government Act 1972 and hence authorise the Director of HR, Governance & Engagement to advertise the proposal to appropriate accordingly   | Approved                                     |
|      | 2.9 Authorise the Director of HR, Governance & Engagement to advertise the proposal to dispose of 'open space' in accordance with the statutory process under Section 123(2A) of the Local Government Act 1972   | Approved                                     |
|      | 2.10 Note that in authorising the commencement of the appropriation process of the Haslingden Road site, the Council has considered the provisions of the Equalities Act 2010 and the Human Rights Act 1998 as set out in this report.   | Noted  |
|      | 2.11 Authorise the Strategic Director Place for the consideration of any objections to both the appropriation proposal and 'open space' disposal.  | Approved                                     |
|      | 2.12 Note the Council's powers under s.203 – 206 of the Housing and Planning Act 2016 to override any third party rights and easements on the land once planning permission for the planning purpose has been obtained and so where necessary to enable the planning purpose to be achieved, authorise the Strategic Director of Place to override any said third party rights or easements.   | Noted  |
|      | 2.13 If the appropriation for planning purposes is approved and any third party rights and easements have been overridden, authorise the negotiation and payment of any compensation claims potentially emerging from the appropriation.   | Approved                                     |
| 11.2 | <p><b><u>Replacement HR &amp; Payroll System Procurement Decision</u></b></p> <p>Further to the report submitted at Agenda Item 9.1, an additional report was submitted, containing commercially sensitive information.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <ul style="list-style-type: none"> <li>• Further to the approval of the Capital Programme at Finance Council in March 2021, the Executive Board is asked to approve the reallocation of £716,000 from the earmarked ICT Capital Reserve, to commence the programme of works to replace the Council's current HR and Payroll system.</li> <li>• Approves the awarding of the contract to the successful bidder</li> <li>• Notes the potential additional modules that may be implemented</li> </ul> | <p>Approved</p> <p>Approved</p> <p>Noted</p> |



|  | Item   | Action |
|--|--|--------|
|  | <p>Signed at a meeting of the Board<br/>on 10<sup>th</sup> June 2021</p> <p>(being the ensuing meeting on the Board)</p> <p>Chair of the meeting at which the Minutes were confirmed</p> |        |