

EXECUTIVE BOARD

Thursday 8th June 2023

PRESENT

COUNCILLOR:

Councillor Phil Riley
Councillor Julie Gunn
Councillor Mahfooz Hussain
Councillor Damian Talbot
Councillor Quesir Mahmood
Councillor Vicky McGurk

PORTFOLIO:

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

EXECUTIVE MEMBER

Councillor John Slater

NON PORTFOLIO

Leader of the Conservative Group

ALSO IN ATTENDANCE:

Muhammed Bapu

Youth MP

	Item	Action
1	<u>Welcome and Apologies</u> The Leader of the Council, Councillor Phil Riley, welcomed all to the meeting. Apologies were received from Councillors Jim Smith and Mustafa Desai and from Kazim Shah, Deputy Youth MP.	
2	<u>Minutes of the Previous Meeting</u> The Minutes of the Meeting held on 13 th April 2023 were agreed as a correct record.	Agreed
3	<u>Declarations of Interest</u> No Declarations of Interest were received.	
4	<u>Equality Implications</u> 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.	Confirmed
5	<u>Public Forum</u> No questions from members of the public had been received.	
6	<u>Questions by Non-Executive Members</u> In accordance with Part 4 of the Executive Board Procedure Rules for questions/statements by Non-Executive Members, the following questions/statements had been received, details of which are set out below:-	

	Item			Action
	Name of Non-Executive Member asking the Question	Subject Area	Executive Member and Portfolio	
	Councillor Mark Russell	School Capital Budget variation, relocation of Longshaw Nursery	Councillor Julie Gunn, Children, Young People & Education	
	<p>As Councillor Russell was not in attendance, it was agreed that he would receive a written response to his question.</p>			
7	<p><u>Youth MPs Update</u></p> <p>The Youth MP verbally reported on recent events and activities including :</p> <ul style="list-style-type: none"> • The Annual Youthforia event at Ambleside. • Ongoing work relating to the Leaving Care Service Inspection. • As requested at the last meeting, feedback had been received on the awareness about the local elections, and Voter ID, awareness of which had been good, and also the view that more could be done at schools and colleges to educate young people why it was important to vote and what they were voting for etc. • The Democracy Day event at the Olive School. • Attendance at Mayor Making, with thanks to the outgoing Mayor for his support. • The successful Climate Summit at King George's Hall held earlier in the week. • An update on the Food for Learning / Free School Meals campaign and involvement/discussions with the Blackburn and Rossendale and Darwen MPs. <p>Councillors Phil Riley and Julie Gunn praised the work and involvement reported.</p> <p><u>Leader's Update</u></p> <p>Councillor Phil Riley verbally updated the Executive Board on the progress of Lancashire Devolution discussions, and on the recovery work underway following the fire at Pleasington Crematorium earlier in the day.</p>			Noted
				Noted

	Item	Action
8.1	<p><u>School Holiday Pattern for Community and Controlled Schools 2024/25</u></p> <p>The Executive Board were reminded that the Local Authority (LA) had responsibility for setting the school holiday pattern for Community and Controlled schools. It did this in consultation with neighbouring LAs, schools and teacher associations. For other maintained schools (Voluntary Aided and Foundation) the governing board determined the holiday pattern. Trustees of Free Schools and Academies (schools independent of the LA) had responsibility for setting their term and holiday dates. The proposed pattern was attached at Appendix 1.</p> <p>RESOLVED –</p> <p>That the Executive Board agrees the school term and holiday pattern for Community and Controlled schools for 2024/2025 (as set out in Appendix One Draft School term and Holiday Pattern 2024/2025).</p>	Approved
8.2	<p><u>Schools Estates and Capital Variation</u></p> <p>Members received a report which presented for approval variations to the 2022/2023 schools capital programme.</p> <p>The report set out the reasons for the variations to the schools capital programme, in relation to the following schools:</p> <ul style="list-style-type: none"> • Longshaw Nursery School • Brookhouse Primary School Foundation Unit • Avondale Primary School <p>The report also requested establishment of projects and associated budgets in relation to:</p> <ul style="list-style-type: none"> • Roe Lee Primary School • Intack Primary School <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>1: Approves variations to existing projects detailed on the 2022/2023 schools capital programme, including:</p> <ul style="list-style-type: none"> • £423k uplift to secure the final phase of the relocation of Longshaw Nursery School. • £47k uplift for the replacement boiler project at Brookhouse Primary School Foundation Unit. • £25k uplift for the playground resurfacing at Avondale 	Approved

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	<p>Primary School</p> <p>2: Approves the establishment of the following projects and associated budgets:</p> <ul style="list-style-type: none"> • £100k to replace the perimeter fencing at Roe Lee Primary School. • £68k to upgrade the boilers and plant room at Intack Primary School 	Approved
8.3	<p><u>NHS Health Checks Tender 2024-27</u></p> <p>A report was submitted which advised that the NHS Health Check (NHS HC) programme was one of the mandated public health services that the Council was responsible for commissioning. The NHS HC programme aimed to prevent cardiovascular disease (CVD), and associated conditions, through early assessment, identification and management of behavioural and physiological risk factors. NHS HCs were available every five years, free of charge, for people aged 40-74 who did not have any pre-existing CVD.</p> <p>Since 2016 this service had been delivered by GP practices part of the Blackburn with Darwen Clinical Commissioning Group's Quality Contract. Since the transition of the Clinical Commissioning Group into the Lancashire and South Cumbria Integrated Care Board (LSCICB) on 1st July 2022, the service had continued to be delivered by GP Practices supported by the local GP Federation by waiver in order to ensure uninterrupted delivery of the NHS HC programme. A review of the programme was now timely to ensure the service was able to reach all eligible people and targeting those most at risk of CVD.</p> <p>Permission was sought to carry out an open tender process with a view to a new contract starting in April 2024.</p> <p>RESOLVED-</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the commencement of tendering and procurement activity to offer this service to the wider market, with revised contractual and commissioning arrangements to be in place from 1st April 2024. This contract will be awarded for three years with an option to extend for up to two years subject to satisfactory delivery which will be monitored via robust contract review processes. 2. The Board approves the proposed procurement strategy. 3. Notes that permission to award the contract following the tender process will be sought from the Executive Board in due course. 	<p>Noted</p> <p>Approved</p> <p>Noted</p>

	Item	Action
8.4	<p><u>Climate Emergency Action Plan</u></p> <p>Members received a progress report on the implementation of the Climate Emergency Action Plan (CEAP) implementation in 2022/23 and the proposed CEAP for 2023/24.</p> <p>The Council had made good progress developing and implementing its Climate Emergency Action Plan in 2022/23, in particular embedding the Climate Emergency in the Corporate Plan and hosting a People's Jury on the Climate Change Crisis.</p> <p>Key tasks for 2023/24, such as the climate impacts toolkit and continuing dialogue with the People's Jury, would build on these achievements to avoid losing momentum in working towards a carbon neutral Borough by 2030.</p> <p>RESOLVED -</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> Notes the progress made in 2022/23; Approves the draft CEAP for 2023/24; and, Authorises the Strategic Director for Growth & Development, in conjunction with the Executive Member for Growth and Development and Climate Change Member Champion, to finalise the design and publication of the agreed CEAP. 	Noted Approved Approved
8.5	<p><u>Levelling Up Fund 2 – Blackburn Growth Axis Transport Package (South East)</u></p> <p>The Executive Board received a report seeking approval of a capital budget and procurement strategies to progress the Blackburn Growth Axis Transport Package (South East).</p> <p>In January 2023 the Council secured £20m of LUF for its Blackburn Growth Axis Transport Package (South East). The funding supported the Council's strategic Growth Axis ambitions and would deliver two key projects required to support our ambitions for Southeast Blackburn comprising of:</p> <ul style="list-style-type: none"> • Project 1 – Southeast Blackburn Walking and Cycling Network • Project 2 – M65 Junction 5 Improvement Scheme <p>The Council's Section 151 Officer had signed the Department of Transport's MoU which allowed for the drawdown of funds, set out the terms, principles and practices that would apply to the working relationship between the Department for Transport and the Council' regarding the administration and delivery of the Growth Axis Transport Package (Southeast).</p> <p>To commence both projects multiple procurement strategies were to be approved for the appointment of consultants and contractors,</p>	

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	<p>with a budget of £500,000 required for the initial stage to commence both projects.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the award of £20m of Levelling Up Funding (LUF) to deliver the Blackburn Growth Axis Transport Package (South East); 2. Notes the Blackburn Growth Axis Transport Package (South East) LUF scheme comprises 2 projects:- <ol style="list-style-type: none"> a) Project 1 – South East Blackburn Walking and Cycling Network b) Project 2 – Junction 5 Improvement Scheme 3. Notes that the Memorandum of Understanding (MoU) has been signed by the Council's Section 151 Officer and returned to the Department for Transport to allow for funding to be drawn down; 4. Approves the appointment of the Council's strategic partner WSP for Project 1 to prepare detailed feasibility studies for the walking and cycling route; 5. Approves the appointment of Balfour Beatty for Project 2 through the Scape Civil Engineering Framework to progress Early Contractor Involvement (ECI) and to procure a design team; 6. Approves the procurement of a Client Side Technical Services team through the Crown Commercial Service (CCS) Framework for Project 2; 7. Approves the procurement of surveys to inform the design for both projects; 8. Approves a capital budget of £500,000 to undertake the identified tasks in point 4,5,&7 above which will be split across the Project 1 and 2; 9. Notes further reports will be prepared for approval to progress the schemes once further information has been obtained and designs progressed. 10. Authorises the Growth Programme Director in liaison with the Deputy Director of Legal and Governance to finalise any terms of the consultant and contractor appointments and to agree the financial drawdown for Project 1 and Project 2. 	<p></p> <p></p> <p></p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p>

	Item	Action
8.6	<p><u>Development of the General Fund Revenue Budget</u></p> <p>Members received a report, the purpose of which was to provide the Executive Board with an update on the Council's Medium Term Financial Plan (MTFP) 2024/27 as the start of the process for developing the Council's Budget for 2024/25.</p> <p>RESOLVED –</p> <p>It is recommended that the Executive Board:</p> <ul style="list-style-type: none"> a) note the key risks to the delivery of the budget in 2023/24 and that these will be subject to consideration as part of the regular Budget Monitoring reports submitted to the Executive Board; b) note the uncertainty with the funding outlook for the Council, not least the limited progress on Local Government Finance reforms and that these will not now take place before the next General Election; c) note the update to the Medium Term Financial Plan for 2024/27 as shown at Appendix A and that a further update will be provided in October 2023; d) note the scenario analysis shown at Appendix D and E which models 'worst'/'best' case scenarios around the baseline MTFP as part of the assessment of potential risks facing the Council; e) note the timetable set out in the report for the development of the Council's Budget for 2024/25; f) agree that all Portfolio Holders continue to review their budgets in line with the four strands of the Council's financial strategy, Growing, Charging, Saving and Stop, as set out in section 5.38 in this report. This will include a review of all fees and charges in their 2 Portfolios, in line with the agreed Fees and Charges Framework (see Executive Board September 2023); g) note that Lead Officers for the Strategic Workstreams have been requested to identify budget savings options for 2024/25; h) agree that, subject to consideration by respective Portfolio Holders, any budget proposals arising from the work above be considered by the Executive Board in due course (and subject to the proposal on consultation below); i) subject to the work above and agreement with Councillors, agree that some form of public consultation on the budget proposals should take place over Autumn 2023 with a view to informing decisions on the Council's budget for 2024/25. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Approved</p> <p>Noted</p> <p>Approved</p> <p>Approved</p>
8.7	<p><u>Procurement Support for Chorley and South Ribble Councils</u></p> <p>A report was submitted, which sought approval to enter into a Service Level Agreement (SLA) to provide procurement support service to Chorley and South Ribble Borough Councils.</p> <p>Chorley and South Ribble Borough Councils (CSRBC) had shared resources in relation to procurement for a number of years.</p>	

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	<p>Recently two members of procurement staff had retired, leaving them with just one member of their procurement team with limited experience. They had and were continuing to try to recruit to the post but had been unsuccessful to date. Blackburn with Darwen Council had been approached to see if was able to provide support. The Contracts and Procurement team believed they could offer this support and that it would have a number of key benefits for all Councils involved, which were outlined in the report submitted.</p> <p>The report set out details of how the procurement support would be funded and reviewed.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>Approves entering into a SLA to provide procurement support services to Chorley and South Ribble Borough Councils.</p> <p>Signed at a meeting of the Board</p> <p>on 6th July 2023</p> <p>(being the ensuing meeting on the Board)</p> <p>Chair of the meeting at which the Minutes were confirmed</p>	<p>Approved</p>