

EXECUTIVE BOARD

Thursday 6th July 2023

PRESENT

COUNCILLOR:

Councillor Phil Riley
Councillor Mustafa Desai
Councillor Jim Smith
Councillor Mahfooz Hussain
Councillor Damian Talbot
Councillor Quesir Mahmood
Councillor Vicky McGurk

PORTFOLIO:

Leader of the Council
Adult Social Care & Health
Environment & Operations
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 Councillor Julie Gunn and from Kazim Shah, Deputy Youth MP.							
2	<u>Minutes of the Previous Meeting</u> The Minutes of the Meeting held on 8 th June 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> In accordance with Part 3 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:- <table><tr><td><u>Name of Person asking the Question</u></td><td><u>Subject Area</u></td><td><u>Response by</u></td></tr><tr><td></td><td></td><td></td></tr></table>	<u>Name of Person asking the Question</u>	<u>Subject Area</u>	<u>Response by</u>				
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	Sabir Esa	Staff Laptop Provision	Councillor Mafhooz Hussain, Digital & Customer Services	
	As Mr Esa was not in attendance, it was agreed that a written response would be sent to him.			
6	<u>Questions by Non-Executive Members</u>			
	No questions had been received from Non-Executive Members.			
7	<u>Youth MPs Update</u>			
	The Youth MP verbally reported on recent events and activities including :			Noted
	<ul style="list-style-type: none">• Progress of the national UK Youth Parliament Free School Meals campaign.• Attendance at the opening of two new Family Hubs at Little Harwood and Shadsworth.• Work with the UK Youth Parliament on environment and climate change.• Attendance at the recent Youthforia event.• Involvement in consultation on development of green space at Audley with Super Slow Way.• Muhammed would be attending the UK Youth Parliament at its Annual Sitting at Leeds University to meet with other Youth MPs and discuss the next Make Your Mark Campaigns.			
	Members praised the work and involvement reported.			
8.1	<u>North West Regional Business Unit for Rail</u>			
	The Executive Board was provided with a report that advised of the Government’s plan to transform the railways in Great Britain as set out in the Williams-Shapps Plan for Rail. This emphasised the importance of strengthening collaboration between local transport authorities to improve outcomes for rail passengers.			
	Blackburn with Darwen Council had been discussing closer partnership working with Lancashire County Council, Transport for Greater Manchester, and other North West Local Transport Authorities. A proposal to establish a North West Regional Business Unit (NWRBU) for Rail was now in motion			
	Establishment and membership of the NWRBU would give Blackburn with Darwen Borough Council a greater voice around rail matters including on matters such as: train services, fares and ticketing, infrastructure, stations, rolling stock, customer experience and sustainability.			

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	<p>RESOLVED –</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Approves that Blackburn with Darwen Borough Council becomes a Member of the North West Regional Business Unit (NWRBU) for Rail; 2. Authorise the Strategic Director for Growth & Development, in conjunction with the Deputy Director - Legal and Governance, and Executive Member for Growth and Development, to agree and finalise the terms of the NWRBU for Rail's Collaboration Agreement. 	<p>Approved</p> <p>Approved</p>
8.2	<p><u>BwD Staff Laptop Provision</u></p> <p>Members received an update on the current position regarding laptop provision for employees and future requirements. The report also sought approval from the Executive Board for the funding required for future provision.</p> <p>To make sure the Council was able to do its work reliably and securely, it must ensure that employees had equipment that was reliable and fit for purpose. The report outlined the funding requirement to do this for laptops that were now reaching the end of their useful life.</p> <p>The report detailed the procurement process and advised that due to the condition of the current estate it was likely that an interim order for some devices would need to be placed until the main contract was put in place, and that this would be done in conjunction with the Council's procurement department.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Notes the contents of this report 2. Approves the resources required to prevent a gap in supply - a capital budget of £700,000 for 2023/24 and a further £700,000 for 2024/25. 3. Approves the procurement of the new devices and services through the Crown Commercial Services (CCS) RM6068 framework for technology products and associated service lot 2. <p><u>Electric Vehicle Infrastructure Strategy</u></p>	<p>Noted</p> <p>Approved</p> <p>Approved</p>
8.3	<p>Members received the LCC & BwD Electric Vehicle Charging Infrastructure Strategy (EVCI) attached as Background Paper 1 of the report. The EVCI Strategy would be supported and delivered through a number of key objectives, and an action plan set out in the Strategy provided more detailed actions under each of these key objectives, as well as a proposed means to review and check</p>	

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	<p>progress in future years against delivery and requirements due to the recognised, inherent uncertainties in modelling the overall level of demand for EVs.</p> <p>The EVCI Strategy suggested that, based on current available information, an additional 259 chargepoints would be required in BwD by 2026, increasing to 825 by 2030. The Government was providing new funding to Tier 1 Local Authorities to help support and deliver this work through the Local Electric Vehicle Infrastructure (LEVI) Fund. Both revenue and capital funding was being offered, further details of which were set out in the report</p> <p>RESOLVED-</p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> 1. Endorses the Lancashire and Blackburn with Darwen Electric Vehicle Charging Infrastructure (EVCI) Strategy (Background Paper 1); 2. Notes the proposed funding arrangements for helping with implementation of the EVCI Strategy and associated action plan through the Local Electric Vehicle Infrastructure (LEVI) fund); and 3. Authorises the Strategic Director for Growth & Development, in conjunction with the Executive Member for Growth and Development, to approve the development and delivery of the action plan. 	
	<p><u>Treasury Outturn Report 2022-23</u></p> <p>Members received a report on the Treasury Outturn for 2022/23.</p>	
8.4	<p>RESOLVED - The Executive Board is asked to note the Treasury Outturn position for 2022/23.</p>	Approved
	<p><u>Consultation on and proposed changes to the school bus service</u></p>	
9.1	<p>The Executive Board received a report advising that the Council had a statutory duty to provide free home to school transport services to school age children in the Borough who met the relevant criteria. The Council's policy on home to school transport and the services provided to pupils in the Borough have undergone significant reviews and changes over the last decade to ensure that transport arrangements continue to meet statutory requirements, whilst remaining a cost effective, appropriate use of public funds.</p> <p>In light of recent changes in local transport arrangements, in terms of equity and consistency, there was a clear need to review the Council's school bus arrangements for pupils travelling from this Borough to schools in Bolton. As this was an existing service, it</p>	Noted

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	<p>was felt appropriate that the pupils and families currently using these services (or likely to do so in the future) should be consulted about any proposals for changes to those services. The Executive Member for Children, Young People and Education gave approval for the consultation on 10 February 2023, and the consultation took place between 6th March 2023 and 19th May 2023. Three statements were consulted on.</p> <p>These consultation responses and proposals were considered by officers, the Executive Member and the independent consultant for the process. Making the proposed changes would have a negative impact on the south of the Borough because that would remove the favourable arrangements this area currently enjoyed, which the Council did not provide elsewhere in the Borough. However, the proposed changes would ensure that the Council's arrangements for and provision of designated home to school transport services treated pupils equally across the Borough.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <ul style="list-style-type: none"> - Agree that home to school transport provision to Bolton Schools should be amended to bring it in line with provision across the Borough. - Agrees to remove the 480 and 925 Designated School Bus Service routes by the end of summer 2028 (or sooner, if not required). - Agrees that fare-paying pupils who desire to use these designated school bus services should continue to be allowed to do so. 	<p>Approved</p> <p>Approved</p> <p>Approved</p>
9.2	<p><u>0-19 Tender Decision to award</u></p> <p>Members received a report seeking approval from the Executive Board to award the three contracts for the three lots that made up the 0-19 Healthy Child programme.</p> <p>The Executive Board had previously granted permission to start a tender process for three Lots that comprised the 0-19 Healthy Child Programme, with the new services ready to commence from 1st April 2024. Since the Executive Board Decision, the current contract with the incumbent provider was extended until 31st March 2024, to enable a full tender process to take place and sufficient time for mobilisation of a new provider/s. Therefore the new contract would be for three years, with two plus one extensions, rather than three and half years, with two, plus one extensions.</p> <p>The three Lots to be awarded were :</p> <p>Lot 1 – Health Visitors & School Nursing It was recommended that</p>	

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	<p>the contract be awarded to ELHT as although they were the only compliant tender, the scores demonstrated a strong bid that showed they could deliver the depth of quality and service that was required within the service specification.</p> <p>Lot 2 – Specialist Infant Feeding Support Service It was recommended that the contract be awarded to ELHT as they had the highest overall score.</p> <p>Lot 3 – Community and Voluntary Sector Support service</p> <p>It was recommended that the contract be awarded to Homestart as the only bidder, and as they submitted a bid that was scored highly by the panel.</p> <p>Following a request from Councillor John Slater, Councillor Talbot agreed to report progress back to the Executive Board in due course.</p> <p>RESOLVED –</p> <p>That the Executive Board:</p> <p>Approves the award of the contracts for the Councils 0-19 Healthy Child Programme for a three year period with the option to extend for a further two years, following a robust tender process, to commence from the 1st April 2024.</p>	
9.3	<p><u>Budget Approval for new software solution for Regulatory Services</u></p> <p>Approval was sought for the new software system to manage the provision of Environmental Health, Trading Standards and Housing information management.</p> <p>A report was approved by the Executive Board in April 2023 to commence procurement for a new software system for Regulatory Services. This was due to the current provider announcing that the current software provided to the Council may no longer be supported after the 31st March 2024, giving the Council no option but to tender for a replacement system.</p> <p>In the report to the Executive Board in April it was noted that a subsequent report would be made to the Board for the approval of the contract award including the financial implications; this was expected to be submitted to July's Executive Board for approval, but with the extension granted to suppliers this meant that it would not be possible to achieve this date.</p> <p>Since the previous board the department has been in touch with another Council of a similar size who had just completed a tender</p>	Approved

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	<p>exercise for a replacement system themselves, this enabled the Council to finalise the expected financial implications for this project. The department were therefore seeking the financial approvals for the project at this point with a subsequent Executive Member Decision to be made following the tender scoring.</p> <p>With the extremely challenging timelines for the implementation of the new software it is imperative that the approval for the award of the contract progressed as quickly as possible, with the revised approach this will enable this to happen approximately 3 weeks earlier than having the award approved by the Executive Board in August.</p> <p>RESOLVED –</p> <ul style="list-style-type: none"> • Approves a supplementary capital budget estimate of £300k for the scheme to be funded through corporate ICT capital reserves. • Approves an increase to the department’s annual revenue budget from the 2024/25 financial year of up to £50k. • Notes that an Executive Member Decision will be now submitted by the Executive Member for Digital and Customer Services and the Executive Member for Environment & Operations following the tender exercise to award the contract confirming the final financial implications. 	<p>Approved</p> <p>Approved</p> <p>Noted</p>
	<p><u>Revenue Outturn Report 22/23</u></p> <p>Members received a report on the overall revenue financial position of the Council for the year ended 31st March 2023, highlighting any significant issues and explaining variations in the first quarter of the financial year. It also determined the year end position with regards to portfolio under/overspends and the impact on earmarked and unallocated reserves.</p> <p>RESOLVED -</p> <p>It is recommended that Executive Board approve:-</p> <ul style="list-style-type: none"> a) the Portfolio Budget Adjustments as outlined in Appendix 1; b) the outturn summary provided in Appendix 2; c) the Earmarked Reserves and General Fund Balance position shown in Appendix 3. 	<p>Approved</p>
	<p><u>Capital Outturn Report 22/23</u></p> <p>Members received a report on the overall financial position of the Council in respect of the capital programme as at 31st March 2023, highlighting key issues and explaining variations at the year-end with regard to scheme under/overspends and slippage since the last report to the Executive Board in February 2023.</p>	

	Item	Action
	<p>RESOLVED –</p> <p>The Executive Board is asked;</p> <ul style="list-style-type: none"> • to approve the revised capital programme as per Appendix 1, • to approve the variations to the programme shown in Appendix 2. <p>Signed at a meeting of the Board</p> <p>on 10th August 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> <p>Approved</p>

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