

EXECUTIVE BOARD

12th September 2019

PRESENT

COUNCILLOR:

Mohammed Khan OBE
Mustafa Desai
Maureen Bateson MBE
Damian Talbot
Quesir Mahmood
Andy Kay

PORTFOLIO:

Leader
Adult Services & Prevention
Children, Young People & Education
Public Health & Wellbeing
Digital & Customer Services
Finance & Governance

EXECUTIVE MEMBER

John Slater

NON-PORTFOLIO

Leader of the Conservative Group

ALSO IN ATTENDANCE

Uday Akram, Youth MP
Corey McPartland, Deputy Youth MP

	Item	Action						
1	<u>Welcome & Apologies</u> The Leader of the Council, Councillor Mohammed Khan, welcomed all present to the meeting. Apologies had been received from Councillors Phil Riley and Jim Smith, and the Deputy Youth MP, A'Aishah Patel.	Noted						
2	<u>Minutes of the Meeting held on 8th August 2019</u> The minutes of the meeting of the Executive Board held on 8 th August 2019 were agreed as a correct record.	Approved						
3	<u>Declarations of Interest</u> There were no Declarations of Interest submitted.							
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 were received from members of the public.							
6	<u>Questions by Non-Executive Members</u> <table border="1"><thead><tr><th>Name of Member</th><th>Subject Area</th><th>Executive Member and Portfolio</th></tr></thead><tbody><tr><td>Councillor Denise</td><td>Yellow lines – Jack Walker Way</td><td>Councillor Phil Riley, Growth & Development</td></tr></tbody></table>	Name of Member	Subject Area	Executive Member and Portfolio	Councillor Denise	Yellow lines – Jack Walker Way	Councillor Phil Riley, Growth & Development	
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Councillor Denise	Yellow lines – Jack Walker Way	Councillor Phil Riley, Growth & Development						

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	Gee Councillor Neil Slater	Town Fund – potential grant to support repair to Darwen Tower	Councillor Phil Riley, Growth & Development
	<p>The Leader of the Council responded to both questions and supplementary questions arising, in the absence of Cllr Riley, advising of parking enforcement activity on match days in response to Cllr Gee, and in response to Cllr Slater, advising that once there was a clearer understanding of the Government's guidance, the nature and scale of funding and relevant timescales that this would be reported, but that it was hoped that the Jubilee Tower would be in the scope of the fund.</p>		
7	<p><u>Youth MPs Update</u></p>		<p>Noted</p>
<p>The Youth MP, Uday Akram, and Deputy Youth MP, Corey McPartland updated the Executive Board on recent events and activities including:</p> <ul style="list-style-type: none"> • Participation in a roundtable meeting with the Department of Education regarding views and solutions to Integration in BwD along with Jayne Ivory and Imran Akuji. This was a great opportunity to provide them with ideas and suggestions on how education can better support integration. • Attendance at the annual Youth MP conference in August at Leeds University. The Youth MP's voted on 44 motions. The top 9 would form this year's Make Your Mark Ballot. There would be a 10th option for young people this year which would be a community/local issue, so they were looking forward to hearing what young people in the Borough would like to see action on. • The annual sitting in the House of Commons was due to take place on the 8th November, potential General Election permitting. • Planning for the annual national Takeover Challenge event was underway, which would focus on knife and gang crime. This would take place on November 28th at Blackburn Rovers from 6pm – 9pm. Guest speaker Hezron Brown would be opening the event who had real lived experience of being involved in gang/knife crime in Birmingham. • Hosting of the regional Youthforia event at the Town Hall, 120 young people participated from 21 local authority youth councils. BwD Youth Forum had been asked to see whether BwD Council would support them in trying to reduce the amount of plastic that the Council used. • The Youth Forum had 3 POSH ambassadors, which stood for Pioneers of Sustainable Hope, and they planned to introduce 			

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	<p>initiatives regarding environment and climate change and would welcome support and pledges that could be taken forward to the next Youthforia meeting.</p>	
8.0	<p><u>Children, Young People & Education Update</u></p> <p>Councillor Maureen Bateson verbally updated Members on the successful Off for Fun activities run by the BRFC Community Trust and the free Lunch Box scheme, which again had been very successful, with around 15,000 lunch boxes distributed.</p>	Noted
8.1	<p><u>Blackburn with Darwen's Joint Local Area SEND Inspection Outcomes</u></p> <p>Members were reminded that between 17 June and 21 June 2019, Ofsted and the Care Quality Commission (CQC) conducted a joint inspection of the local area of Blackburn with Darwen to judge the effectiveness of the area in implementing the disability and special educational needs reforms as set out in the Children and Families Act 2014.</p> <p>Inspectors spoke with children and young people with special educational needs and/or disabilities (SEND), parents and carers, local authority and National Health Service (NHS) officers. They visited a range of providers and spoke to leaders, staff and governors about how they are implementing the SEND reforms. Inspectors looked at a range of information about the performance of the local area, including the local area's self-evaluation. Inspectors met with leaders from the local area for health, social care and education. They reviewed performance data and evidence about the local offer and joint commissioning.</p> <p>The published inspection letter (Appendix A) outlined the inspectors' findings which included areas of strength and areas for further improvement. The areas identified for further improvement did not result in a Written Statement of Action.</p> <p>RESOLVED – That the Executive Board note the information contained within this report and comment on recommendations made.</p>	Noted
8.2	<p><u>Replacement Refuse Collection Vehicles</u></p> <p>It was reported that the Council's vehicle replacement programme had identified that two of the refuse collection vehicles were now almost eight years old and were ready for replacing with new vehicles.</p> <p>In April 2020 the Council's recycling contract would move back in house and would see the addition of 6 refuse collection vehicles added to the fleet.</p> <p>The two new vehicles would be utilised as front line vehicles with the pool provision being two at 7 years old and one at 6 years old, to service the 13 round fleet. Should the service need to reduce the</p>	

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	<p>amount of refuse collection vehicles in the fleet at a later date, any of the pool vehicles could be returned to the relevant leasing company, as the primary lease period has elapsed and the vehicles were being used on secondary leases, and could be terminated at a much reduced rate.</p> <p>RESOLVED – That the Executive Board authorise the replacement of the two oldest refuse collection vehicles as part of the Council’s vehicle replacement programme.</p>	Approved
<p>8.3</p>	<p><u>Replacement of the Council’s Customer Contact Portal</u></p> <p>Members were advised of the pre tender due diligence work currently being undertaken by the Digital and Business Change department in relation to the Council’s Digital Customer Contact Portal (CCP). The portal enabled residents of the Borough to access certain Council services via the website.</p> <p>The current CCP solution acted as a customer portal to enable customers to access Council services through a series of online forms. These forms allowed customers to request services in the Council via electronic means including in some instances the ability to pay for these for waste management, street cleansing and registrars.</p> <p>The current CCP solution used by the Council will be ‘end of life’ in October 2020 leaving the department with no option but to look to replace this due to security and support vulnerabilities. Rather than simply replacing the current solution like for like, a digital review was undertaken to investigate options and opportunities. The review highlighted opportunities to improve both customer experience and internal service effectiveness.</p> <p>In order to investigate what solutions were available, the Department has initiated soft market testing with suppliers. Following the market testing exercise the Department would begin a procurement exercise based on the findings discovered.</p> <p>Following this, a further report will be submitted to the Executive Board to approve the addition of the project to the capital programme, award any resulting contract and also provide a full financial and benefits appraisal.</p> <p>RESOLVED - That the Executive Board:</p> <p>Notes the initial progress being made for the replacement of the current Customer Contact Portal (CCP) in identifying the potential to make a strategic investment that ultimately will allow for a new Digital Customer Portal to be more than a replacement for the incumbent product and allow customers to interact with a variety of Council services with ease.</p>	Noted
<p>8.4</p>	<p><u>Progress Update on the Coronial Service</u></p> <p>A report was submitted which provided an update on the Coronial Service for the period 1.4.2018 – 31.3.2019.</p>	

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8.5	<p>Update reports had been prepared on a quarterly basis for internal review and monitoring but the report submitted provided a summary across the entire year.</p> <p>RESOLVED – That the Executive Board:</p> <p>Notes the contents of the report, the service developments, improvements and budgetary savings achieved in the last financial year.</p> <p><u>Council Accommodation Strategy</u></p> <p>Further to previous reports to Executive Board on 8th February 2018 and 10th January 2019, the Executive Board received an update on the implementation plans for the next stage of the Council's office accommodation strategy.</p> <p>The earlier Executive Board report in February 2018 requested subsequent approval at Finance Council of capital programme costs estimated at £6.5M for the significant refurbishment of Blackburn and Darwen Town Halls. The Executive Board report in January 2019 proposed to scale back the levels of refurbishment, in line with the Council's ongoing budget constraints.</p> <p>Further detailed investigations had since taken place in respect of Blackburn Town Hall, which had resulted in more detailed estimated costs for the proposed scaled back refurbishment works. These costs were more than the current capital programme scheme costs for the overall building refurbishment.</p> <p>The building condition survey that had been undertaken on Darwen Town Hall had identified that the roof required renewal including rainwater goods and leadwork.</p> <p>The work to date reviewing the overall available office space within the Town Hall had identified that it would be possible to undertake a scaled back internal refurbishment that would still deliver the desired accommodation strategy outcome, of the Council being able to reduce the number of staff accommodation buildings by vacating the Tower Block.</p> <p>The proposed works included the removal of a number of non-load bearing stud partition walls, electrical rewiring works, fire risk upgrade works, the creation of staff welfare facilities on each floor, essential IT infrastructure works, upgraded audio visual systems for the Council Chamber requiring associated electrical works, plastering, decoration, floor coverings and flexible office furniture.</p> <p>Once the refurbishment works to Blackburn Town Hall were complete, staff would be relocated from the Tower Block into Blackburn Town Hall or other core accommodation buildings.</p> <p>Once the Tower Block had been vacated it would be surplus to the Council's requirements with two options for consideration. The first option would be to mothball the facility which would still require heating and ventilation plant to be kept operational and empty</p>	Noted

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	<p>business rate charges would apply. The second option would be for the Council to no longer have any responsibility for the building. As reported previously this second option required detailed discussions and negotiations with the Mall, who were the Council's landlord, although the Council was the ultimate freeholder of the Tower Block building.</p> <p>A separate Executive Board report would be presented at a future date to fully consider the options available to the Council in relation to the Tower Block.</p> <p>RESOLVED - That the Executive Board:</p> <ol style="list-style-type: none"> 1. Approves the overall refurbishment plan & estimated costs of the Town Hall refurbishment works, which will be undertaken on a phased basis. 2. Approves the necessary additional capital programme funding. 3. Note that a further report will be brought on future options for the Tower Block. <p>AT THIS STAGE OF THE PROCEEDINGS THE PRESS AND THE PUBLIC WERE EXCLUDED FROM THE MEETING</p>	
11.1	<p><u>Replacement Refuse Collection Vehicles</u></p> <p>Further to the report submitted at Agenda Item 8.2, an additional report was submitted containing commercially sensitive information.</p> <p>RESOLVED - That the Executive Board authorise the replacement of the two oldest refuse collection vehicles as part of the Council's vehicle replacement programme.</p> <p style="text-align: center;">Signed at a meeting of the Board</p> <p style="text-align: center;">on the day of</p> <p style="text-align: center;">(being the ensuing meeting of the Board)</p> <p style="text-align: center;">Chair of the meeting at which the Minutes were confirmed</p>	<p>Approved</p> <p>Approved Noted</p> <p>Approved</p>