

# **EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS**

**Four Month Period Commencing  
1<sup>st</sup> MAY 2024**

Set out below is the Work Programme including the Forward Plan of key decisions, which the Executive of the Pendle Borough Council expects to take during the next three months. The Forward Plan will be updated and re-published on the following dates during that period:-

*17<sup>th</sup> April 2024*

*30<sup>th</sup> May 2024*

*4<sup>th</sup> July 2024*

A Key Decision is defined as an executive decision which is likely to result in significant expenditure/saving where there is:

- ❑ a virement of £100,000 or more; or
- ❑ a change in service provision that impacts upon the service revenue budget by £100,000 or more, or
- ❑ a contract worth £100,000 or more; or
- ❑ a new or unprogrammed capital scheme of £100,000 or more; or
- ❑ those which will have significant effects on communities living or working in two or more wards through a material positive or negative impact in environmental, physical, social or economic terms.


Councillor Asjad Mahmood  
Councillor David Whipp  
Councillor Mohammad Ammer  
Councillor Tom Whipp  
Councillor Zafar Ali  
Councillor Mohammad Hanif  
Councillor Dorothy Lord





Growth and Regeneration  
Resources and Transfer of Services  
Housing, Health and Wellbeing  
Planning and Regulatory Services  
Environment and Climate Change  
Leisure Services  
Community Safety



Anyone wishing to make representations to the Executive about any of the matters listed below may do so by writing to Committee Services, Town Hall, Market Street, Nelson, BB9 7LG or by contacting the relevant officer listed in the right-hand column of the Plan. Alternatively, you may attend the relevant meeting of the Executive which will be held at Nelson Town Hall at 7pm on the dates shown below. **If you wish to speak at the meeting, you are asked to notify Jane Watson in Committee Services tel: 661648 or e-mail [jane.watson@pendle.gov.uk](mailto:jane.watson@pendle.gov.uk) by noon on the day of the meeting.**







Reports on the matters listed will be submitted to the Executive and will be available for public inspection on the Council's website at least five working days before the meeting. A list of background papers will be set out in each report.



**Published: 17<sup>th</sup> April 2024**



SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
Pendle Rise Shopping Centre, Nelson 	To consider the acquisition of the site and associated issues.	30 <sup>th</sup> May 2024	Yes	Growth and Regeneration	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>
Trafalgar House, Nelson 	To consider redevelopment proposals for the site.	30 <sup>th</sup> May 2024	No	Growth and Regeneration	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>
Brierfield Gasometer 	To consider proposals for the development of the site.	30 <sup>th</sup> May 2024	Yes	Growth and Regeneration	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>
Strategic Monitoring	To agree the quarter 4	30 <sup>th</sup> May	No	Resources and	Marie Mason

and Performance Update Quarter 4 2023 24	Strategic Monitoring position.	2024		Transfer of Services	Corporate Client and Performance Manager <a href="mailto:marie.mason@pendle.gov.uk">marie.mason@pendle.gov.uk</a>
Cemetery Extensions 	To confirm further investigations into the possible use of land next to Ghyll Cemetery for burials and interment of ashes.	30 <sup>th</sup> May 2024	No	Environment and Climate Change	David Walker Assistant Director Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Fleet Street Depot, Nelson 	To accept waste and recycling materials and increase revenue budgets to cover costs of running the site once opened and the cost of transferring waste to LCC facilities.	30 <sup>th</sup> May 2024	No	Environment and Climate Change	David Walker Assistant Director Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Weekly Food Waste 	To agree working towards the introduction of a weekly food waste collection service for domestic premises by DEFRA's deadline of April 2026.	30 <sup>th</sup> May 2024	No	Environment and Climate Change	David Walker Assistant Director Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Review of the Climate Change Working Group Terms of Reference 	To consider revised Terms of Reference for the Group.	30 <sup>th</sup> May 2024	No	Environment and Climate Change	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Corporate Plan and Performance Indicator Refresh for 2024/25	To note the 2024/25 milestones for the Corporate Plan and the refreshed Performance Indicators.	30 <sup>th</sup> May 2024	No	Various	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>

Together an Active Future	To receive an update.	30 <sup>th</sup> May 2024	No	Housing, Health, and Wellbeing	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Authority Monitoring Report 2022/23	For information.	30 <sup>th</sup> May 2024	No	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Brierfield Heritage Lottery Fund	To consider the proposals.	30 <sup>th</sup> May 2024	No	Growth and Regeneration	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Household Support Fund 4.5 	To agree the approach for Pendle Household Support Fund 4.5.	30 <sup>th</sup> May 2024	Yes	Housing, Health, and Wellbeing	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Long Term Plan for Towns Investment Plan	To consider	30 <sup>th</sup> May 2024	No	Growth and Regeneration	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Self-Build and Custom House Building Register 	To agree the introduction of a charge to enter the register.	30 <sup>th</sup> May 2024	No	Growth and Regeneration	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Customer Contact and Digital Strategy	To agree the Strategy.	27 <sup>th</sup> June 2024	No	Resources and Transfer of Services	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Long Term Plan for Towns Investment	To review the draft plan.	27 <sup>th</sup> June 2024	No	Growth and Regeneration	Ifty Bokhari Head of Economic Growth

Plan 					<a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Pendle Strategic Flood Risk Assessment Level 2 	For information and to agree that the document can form part of the evidence base for the Pendle Local Plan Fourth Edition	27 <sup>th</sup> June 2024	No	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Pendle Local Plan Development Viability Assessment 	For information and to agree that the document can form part of the evidence base for the Pendle Local Plan Fourth Edition	27 <sup>th</sup> June 2024	No	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Pendle Housing and Economic Development Needs Update 	For information and to agree that the document can form part of the evidence base for the Pendle Local Plan Fourth Edition	27 <sup>th</sup> June 2024	Yes	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Pendle Local Plan Fourth Edition 	To recommend that Council approve the final draft for public consultation and subsequent submission to the Secretary of State for independent examination	27 <sup>th</sup> June 2024	No	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Lomeshaye Industrial Estate 	Progress report.	27 <sup>th</sup> June 2024	No	Growth and Regeneration	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>

Revenue and Capital Outturn for 2023/24 	To receive the outturn.	27 <sup>th</sup> June 2024	No	Resources and Transfer of Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Treasury Management Outturn 2023/24 Quarter 4 	To receive the outturn.	27 <sup>th</sup> June 2024	No	Resources and Transfer of Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Annual Safeguarding Update	To receive an update	27 <sup>th</sup> June 2024	No	Housing, Health, and Wellbeing	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Workforce Strategy	To agree the Strategy.	27 <sup>th</sup> June 2024	No	Resources and Transfer of Services	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
IT Strategy	To agree the Strategy.	27 <sup>th</sup> June 2024	No	Resources and Transfer of Services	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Pendle Health and Wellbeing Action Plan	To approve the Action Plan.	1 <sup>st</sup> August 2024	No	Housing, Health, and Wellbeing	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Climate Change Update	To approve the Climate Emergency Action Plan, revised Performance Indicators and the 2023/24 Carbon Emissions report.	1 <sup>st</sup> August 2024	No	Environment and Climate Change	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Colne Market Hall Proposals for Future	To consider proposals for the development of the site.	1st August 2024	Yes	Growth and Regeneration	Phillip Spurr Director of Place

Management and Operations 					<a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>
Brierfield Heritage Lottery Fund Proposals 	To consider proposals for the Fund.	19th September 2024	No	Growth and Regeneration	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>