

REPORT OF: HOUSING, HEALTH AND ENGINEERING SERVICES
MANAGER

TO: NELSON TOWN DEAL BOARD

DATES: 4th September 2020

Contact Details: Judith Stockton
Tel. No: 01282 661040
E-mail: judith.stockton@pendle.gov.uk

TOWN INVESTMENT PLAN TIMETABLE / WORKPLAN

PURPOSE OF REPORT

To outline the timetable/workplan for submitting the Nelson Town Investment Plan by the end of January 2021.

RECOMMENDATIONS

1. That the Board note the timetable and the key stages of work for developing the Town Investment Plan.

REASONS FOR RECOMMENDATION

1. To outline the key stages of work and timescales for developing the Town Investment Plan.

ISSUE

Background

1. At its last meeting, the Board agreed to work towards a January submission for the Nelson Town Investment Plan.
2. An updated timetable, outlining the key stages of work for developing the Plan within this timeframe, is attached in Appendix 1. It includes a schedule of Board meetings which tie in with outputs from the key stages of work and key decision gateways.
3. The timetable will allow for 3 key phases of stakeholder engagement as follows:

| Stage of consultation | Timescales |
|--|--|
| Issues and Opportunities and Long List ideas | August - Sept (building on the consultation work already done as part of the development of the Nelson Masterplan and through the Government's #MyTown portal) |
| Short list project ideas | November |
| Town Investment Plan | December |

Engagement activities will be carried out in line with the Stakeholder Engagement Plan discussed at the last Board meeting.

4. The workplan will be regularly updated and reported to future Board meetings to ensure progress is on track.

Future Board meeting dates

5. Based upon this workplan, the following dates are proposed for future Board meetings prior to submission of the TIP:

10am, Friday 25th September

10am, Friday 23rd October

10am, Friday 20th November

10am, Friday 18th December

10am, Thursday 21st January

IMPLICATIONS

Policy: None directly arising from this report.

Financial: None directly arising from this report.

Legal: None directly arising from this report.

Risk Management: None directly arising from this report.

Health and Safety: None directly arising from this report.

Sustainability: None directly arising from this report.

Community Safety: None directly arising from this report.

Equality and Diversity: None directly arising from this report.

Appendix 1: Nelson Town Investment Plan Workplan

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| | Week beginning | 27/07 | 03/08 | 10/08 | 17/08 | 24/08 | 31/08 | 07/09 | 14/09 | 21/09 | 28/09 | 05/10 | 12/10 | 19/10 | 26/10 | 02/11 | 09/11 | 16/11 | 23/11 | 30/11 | 07/12 | 14/12 | 21/12 | 28/12 | 04/01 | 11/01 | 18/01 | 25/01 |
|--|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| | Week No. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | Draft Socio-Economic Narrative | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Draft Emerging Impacts of COVID | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Deal Board Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | One-to-one engagement - Issues & Opportunities / Assets & Strengths | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Input into community consultation plan | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Mapping of strategies, partnerships, programmes & investments | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Testing the draft strategic framework against the evidence | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Refining and finalising the strategic framework | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Draft Prioritisation Framework | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Draft Project Long List | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Deal Board Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Receipt of Project Concepts | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Stakeholder and Social Media Engagement | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Feedback and Due Dilligence of Project Concepts | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Appraisal of Concept Forms | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Draft Prioritisation Report | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Investment Plan Framework Development | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Deal Board Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Project stakeholder engagement | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Development of Short Listed Projects to meet TIP Section 2 requirements | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Developing Draft Town Investment Plan | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Preparation of Draft Communications Engagement Report | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Deal Board Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Finalisation of Town Investment Plan submission | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Pendle Council's Policy and Resources Committee meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Deal Board Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Town Investment Plan - Submission | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Key | |
|-------------------------------|--|
| Work in progress | |
| Town Deal Board | |
| Output | |
| Plan Development | |
| Scheme Development | |
| Communications and Engagement | |

Hatch lead

Hatch support