

# EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

**Four Month Period Commencing  
1<sup>st</sup> SEPTEMBER 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 four months. The Forward Plan will be updated and re-published on the following dates during that period:

*5<sup>th</sup> September 2024*

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

*14<sup>th</sup> November 2024*

*12<sup>th</sup> December 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 Mohammed Iqbal  
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 Paul Preston in Committee Services tel: 661648 or e-mail [paul.preston@pendle.gov.uk](mailto:paul.preston@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: 5<sup>th</sup> September 2024**

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
Performance Update Quarter 1 2024/25	To receive information on performance.	19 <sup>th</sup> September 2024	No		Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Trafalgar House, Nelson 	To consider redevelopment proposals for the site.	19 <sup>th</sup> 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>
Workforce Strategy	To agree the Strategy.	19 <sup>th</sup> September 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 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	19 <sup>th</sup> September 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	19 <sup>th</sup> September 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 Fourth Edition 	To recommend that Council approve the final draft for public consultation and subsequent submission to the Secretary of State for independent examination	19 <sup>th</sup> September 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 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	19 <sup>th</sup> September 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 Rise Shopping Centre, Nelson 	To consider the CPO of the site and associated issues.	19 <sup>th</sup> September 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>
Leisure Management Options 	To consider options for the future management of leisure services.	19 <sup>th</sup> September 2024	No	Leisure Services	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>
Climate Change	To consider revised Terms of	19 <sup>th</sup>	No	Environment and	Ifty Bokhari

Update 	Reference for the Group, approve the Climate Emergency Action Plan, revised Performance Indicators and the 2023/24 Carbon Emissions report.	September 2024		Climate Change	Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
National Planning Policy Framework – Revision 	To agree a response for submission before the deadline of 24 <sup>th</sup> September 2024.	19 <sup>th</sup> September 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>
Grants and Concessionary Rents Policy	To agree the policy.	31 <sup>st</sup> October 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>
Playing Pitch Strategy 	To consider the Strategy.	31 <sup>st</sup> October 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>
Pendle Health and Wellbeing Action Plan	To approve the Action Plan.	31 <sup>st</sup> October 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>
Household Support Fund – interim report	For information	31 <sup>st</sup> October 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>
Colne Market Hall Proposals for Future Management and Operations	To consider proposals for the development of the site.	31 <sup>st</sup> October 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>
Operational Services Enforcement Policy	To agree the policy.	31 <sup>st</sup> October 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>
Air Quality Action Plan for Colne		28 <sup>th</sup> November 2024		Environment and Climate Change	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.	28 <sup>th</sup> November 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.	28 <sup>th</sup> November 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>
Consultancy work on Economic Development Strategy		28 <sup>th</sup> November 2024			Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Draft Lancashire Local Nature Recovery Strategy	To sign off the Strategy.	28 <sup>th</sup> November 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 Gasometer 	To consider proposals for the development of the site.	28 <sup>th</sup> November 2024	Yes	Growth and Regeneration	Phillip Spurr Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>

Complaints Policy	To agree the policy.	28 <sup>th</sup> November 2024	No		Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
<b>2025</b>					
Annual Programmes update report (Holidays Activities and Food programme, Household Support Fund & 'Together an Active Pendle updates all going as one report)	For information	May 2025	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>
Safeguarding Policy	To approve the updated safeguarding policies and procedures.	June 2025	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>