

# EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

**Four Month Period Commencing  
1<sup>st</sup> NOVEMBER 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:

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

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

*12<sup>th</sup> December 2024*

*16<sup>th</sup> January 2025*

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

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
Capital Funding Request for Further Clough Head to agree additional budgetary resources to enable remediation work 	To enable the remediation work to proceed.	31 <sup>st</sup> October 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>
Trafalgar House, Nelson 	Further to Minute 55 of the Executive meeting held on 19 September, 2024 when it was resolved that “a report is brought to the next Executive setting out the potential revenue costs associated with retaining the remaining part of the building”.	31 <sup>st</sup> October 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>

Review of Pendle Council Community Grants Process	To agree the policy.	31 <sup>st</sup> October 2024	No	Policy and Commissioning	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Pendle Council Concessionary Rents Policy	To agree the policy	31 <sup>st</sup> October 2024	No	Property Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Playing Pitch Strategy 2024-29 	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>
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>
Proposal to erect a Telecommunication Tower and Associated Base Equipment Station at Rainhall Road Car Park, Barnoldswick	Request - to agree to grant a lease for the installation of a new telecommunications tower and associated base station equipment at the above location, subject to the receipt of planning consent.	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>

Land and Property Asset Management Strategy 2025/28	To agree the Strategy.	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>
Site disposal for Bankhouse Road	To consider the site disposal.	31 <sup>st</sup> October, 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>
Refusal of Driver's Licence – Consideration of the removal of Section 5:4 from the Taxi Licensing Policy	To consider making a recommendation to Council for the refusal of driver's licence – consideration of the removal of Section 5:4 from the Taxi Licensing Policy	31 <sup>st</sup> October, 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>
Quarter 1 – Revenue and Capital Outturn Budget Monitoring report for 2024/25	For Budget Monitoring purposes.	31 <sup>st</sup> October, 2024	No	Resources and Transfer of Services	Gemma-Louise Wells Head of Finance <a href="mailto:gemma-louise.wells@pendle.gov.uk">gemma-louise.wells@pendle.gov.uk</a>
Tenders and other Control Related matters	For Information	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>
Colne Market Hall Proposals for Future Management and Operations 	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>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co">richardsavory@raisepartnership.co</a>

					<a href="#">.uk</a>
Colne Market Housing 	To agree the disposal of the first floor apartments and the Craddock Road Housing 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> Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>
Quarter 2 – Revenue and Capital Outturn Budget Monitoring report for 2024/25	For Budget Monitoring purposes.	28 <sup>th</sup> November 2024	No	Resources and Transfer of Services	Gemma-Louise Wells Head of Finance <a href="mailto:gemma-louise.wells@pendle.gov.uk">gemma-louise.wells@pendle.gov.uk</a>
Treasury Management – mid-year report	For Monitoring purposes.	28 <sup>th</sup> November 2024	No	Resources and Transfer of Services	Gemma-Louise Wells Head of Finance <a href="mailto:gemma-louise.wells@pendle.gov.uk">gemma-louise.wells@pendle.gov.uk</a>
Air Quality Action Plan for Colne		28 <sup>th</sup> November 2024			Sarah Whitwell Head of Housing & Environmental Health <a href="mailto:sarah.whitwell@pendle.gov.uk">sarah.whitwell@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			Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@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>					
Draft Lancashire Local Nature Recovery Strategy	To sign off the Strategy.	30 <sup>th</sup> January 2025	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>
Customer Contact and Digital Strategy	To agree the Strategy.			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>
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>

