

REPORT FROM: Director of Resources

TO: Executive

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RESOURCING THE PLAN FOR NEIGHBOURHOODS

PURPOSE OF REPORT

To seek approval through the government funded Plan for Neighbourhoods (formerly known as the Long Term Plan for Towns) for two roles designed to support, manage and deliver the programme.

RECOMMENDATIONS

- (1) That the Executive agrees that the Plan for Neighbourhoods (PfN) capacity support grant funding should be used to fund the two roles for 2025/26.
- (2) That following additional guidance and confirmation of grant funding from 2026/2027 onwards that the two roles are funding as part of the annual PfN grant funding.

REASONS FOR RECOMMENDATIONS

- (1) To ensure that the required resources to manage and deliver the PfN are agreed and prepared in readiness for when the funding guidance is confirmed.
- (2) To ensure that the posts remain in place for the duration of the PfN Programme.

BACKGROUND

1. Following confirmation that the PfN programme would continue under the new Government at the LTPT Board meeting of the 8th November it was agreed that a draft job description for a Community Development Officer post should be brought to the next Board.
2. Upon reviewing the delivery management, coordination, and community engagement aspects of the PfN, it became apparent that two distinct roles were required.
3. A report to the LTPT Board of the 14th February for two posts, a Programme Manager and a Community Development Officer which would be funded by PfN and based in the Policy Team of Pendle Council were approved.

4. Pendle Council is the accountable body for the PfN, and due to the fact that both roles will be permanent positions with the officers being employed by Pendle Council it was agreed that further approval from the council's Executive is required.
5. An updated prospectus from Government has since been published and the Long Term Plan for Town will be re-named Plan for Neighbourhoods (PfN) and the LTPT Board will be renamed the Neighbourhoods Board.

ISSUE

The proposed roles are as follows:

Programme Manager

6. The Programme Manager role will lead on the co-ordination and management of the PfN, liaising with and administering the Board, overseeing delivery of all the PfN projects, setting up governance and performance monitoring systems, managing the risk register and coordinating Government returns.
7. This role is crucial to the success of the PfN programme as it will be this role that drives implementation, Board and project development, and longevity of the programme.

Community Development Officer

8. The Community Development Officer will focus on community engagement and capacity-building initiatives for the PfN.
9. This post would work closely with community/ voluntary organisations, particularly in Nelson, building capacity of the sector and empowering communities. The post will be front facing with a visible presence in the community. It is proposed that PfN partners provide a desk space for the post to ensure strong links are maintained with the key CVFS organisations.
10. On the provision of desk space, it is proposed that this is costed and funding provided for the community/voluntary organisations for hosting the Community Development Officer.
11. This post will focus on delivering the PfN community outputs and outcomes. This would enable the community building capacity required for PfN.

Government Guidance:

12. The deployment of these roles is contingent upon government approval and funding allocations.

13. The current financial year's budget for the PfN shows £165,871 in unspent funds, which remain allocated to the programme. This sum is still available and can be used to support the development of the PfN.
14. We have been advised by the government that they will be providing a further capacity payment in FY2025/26 to support engagement and planning. This funding can be used to undertake scoping and preparatory activity to support delivery.
15. The delivery of the main grant funding will now commence in FY 2026/27.
16. The estimated breakdown of the 2 posts over 5 years, including, National Insurance, Superannuation and all other *on-costs is as follows:

	2025/26	2026/27	2027/28	2028/29	2029/30
Programme Manager	£60,076	£61,855	£63,687	£65,573	£67,514
Community Development Worker	£45,492	£46,937	£48,322	£49,746	£51,213
TOTAL	£105,668	£108,792	£112,009	£115,319	£118,727

*On costs will include a funding allocation to accommodate the Community Development Officer post within local Community Organisations.

RECOMMENDATION

17. It is therefore recommended that the unspent PfN capacity support grant funding be in part used to fund the two roles in 2025/26.
18. The PfN grant funding which will then be delivered annually for 2026/27 to 2029/30 should then be used to fund both posts.
19. Funding should be subject to any changes as a result of Local Government reorganisation and devolution.

IMPLICATIONS

Policy: None arising directly from this report

Financial: PBC will be the accountable body for the PfN funding. The post holders will be PBC employees. Due to the length of the grant funding agreement both posts will be on permanent contracts. It will be important to factor redundancy costs into the exit plan of the PfN programme to avoid any unfunded cost to the Council.

Legal: None arising directly from this report

Risk Management: The PfN Risk Register forms part of the PfN Programme Initiation documents and has been updated to take into account the delays to the updated government guidance.

Health and Safety: None arising directly from this report

Sustainability: The resourcing will support the PfN theme around High Streets, Heritage and Regeneration.

Community Safety: This resource will support the PfN theme around Safety and Security

Equality and Diversity: None arising directly from this report

APPENDICES

Appendix One

Job Description – Programme Manager

Appendix Two

Job Description – Community Development Officer

LIST OF BACKGROUND PAPERS

None