

# EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

**Four Month Period Commencing  
1<sup>st</sup> APRIL 2025**

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:

*12<sup>th</sup> March 2025*

*14<sup>th</sup> April 2025*

*14<sup>th</sup> May 2025*

*13<sup>th</sup> June 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  
Vacant  
Councillor Mohammed Iqbal  
Vacant  
Councillor Zafar Ali  
Councillor Mohammad Hanif  
Vacant

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: 12<sup>th</sup> March, 2025**

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
<b>2025</b>					
Local Development Scheme (LDS)	To agree a response.	20 <sup>th</sup> March 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>  John Halton <a href="mailto:John.halton@pendle.gov.uk">John.halton@pendle.gov.uk</a>
Resourcing the Long Term Plan for Towns	To agree staffing resources for Nelson Long Term Town Plan	20 <sup>th</sup> March, 2025	No	Growth and Regeneration	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>  Gill Dickson <a href="mailto:gill.dickson@pendle.gov.uk">gill.dickson@pendle.gov.uk</a>
Land and Property Asset Management Strategy 2025/28	To agree the strategy.	20 <sup>th</sup> March, 2025	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>

Lease Renewal – Women’s Refuge Property	To agree the lease renewal.	20 <sup>th</sup> March, 2025	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>  Contact Officer: Tony Brown <a href="mailto:anthony.brown@pendle.gov.uk">anthony.brown@pendle.gov.uk</a>
Barley Village Green	For Executive consideration and determination in relation to a request from Barley Parish Council for the Borough Council to make an application to Lancashire County Council to register the Borough Council owned open land, known as Barley Village Green, as a formal Village Green under Section 15(8) of the Commons Act 2006.	20 <sup>th</sup> March, 2025	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>  Contact Officer: Tony Brown <a href="mailto:anthony.brown@pendle.gov.uk">anthony.brown@pendle.gov.uk</a>
Operational Services Prohibited types and dangerous dog policy	To seek Executive’s views / endorsement of the proposed policy prior to the policy’s submission to Council for approval.	20 <sup>th</sup> March, 2025	No	Community Safety	David Walker, Assistant Director, Operational Services  <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Pendle Household Support Programme 2025	To seek delegated authority for the 2025/26 programme	20 <sup>th</sup> March 2025	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>  Gill Dickson

					<a href="mailto:gill.dickson@pendle.gov.uk">gill.dickson@pendle.gov.uk</a>
Homelessness Temporary Accommodation and Homelessness an Rough Sleeping Strategy 2025-2030 (Local Authority Housing Fund 3)	To approve the Strategy.	20 <sup>th</sup> March 2025	No	Housing, Health, and Wellbeing	Sarah Whitwell, Head of Housing and Environmental Health <a href="mailto:sarah.whitwell@pendle.gov.uk">sarah.whitwell@pendle.gov.uk</a>
Corporate Plan Actions 2025/26	For Information.	20 <sup>th</sup> March 2025	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>
Community Cohesion Strategy and Community Engagement Strategy.	To approve the Community Cohesion Strategy and Community Engagement Strategy.	20 <sup>th</sup> March 2025	No	Community Safety	Sarah Astin-Wood Head of Policy and Commissioning <a href="mailto:sarah.astin-wood@pendle.gov.uk">sarah.astin-wood@pendle.gov.uk</a>
Exemptions from Contract Procedure Rules	For approval of the successful provider.	20 <sup>th</sup> March 2025	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>  Contact Officer <a href="mailto:philip.hartup@pendle.gov.uk">philip.hartup@pendle.gov.uk</a>
Corporate Equalities Policy	To approve the updated Corporate Equality &	29 <sup>th</sup> May, 2025	No	Resources and Transfer of	Karen Spencer Director of Resources

	Diversity Policy.			Services	<a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>  Gill Dickson <a href="mailto:gill.dickson@pendle.gov.uk">gill.dickson@pendle.gov.uk</a>
Street Trading Policy and a Gambling Policy.	To approve the policy	29 <sup>th</sup> May, 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>
Brierfield Gasometer	To consider proposals for the development of the site.	29 <sup>th</sup> May, 2025	Yes	Growth and Regeneration	Ifty Bokhari Head of Economic Growth <a href="mailto:iftikhar.bokhari@pendle.gov.uk">iftikhar.bokhari@pendle.gov.uk</a>
Colne Market Housing	To agree the disposal of the Craddock Road Housing site	29 <sup>th</sup> May, 2025	Yes	Property Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>  Tony Brown <a href="mailto:anthony.brown@pendle.gov.uk">anthony.brown@pendle.gov.uk</a>
Climate Change Strategy	To agree/approve the Climate Change Strategy	29 <sup>th</sup> May, 2025	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>  Victor Equere, Climate Change Manager

Tender for design and build of a single storey extension at Pendle Wavelengths.	To agree the contract following the tender procedure.	29 <sup>th</sup> May, 2025	No	Leisure Services	Contact Officer <a href="mailto:bruce.corden@pendle.gov.uk">bruce.corden@pendle.gov.uk</a>
Customer Contact and Digital Strategy	To agree the Strategy.	29 <sup>th</sup> May, 2025	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.	29 <sup>th</sup> May, 2025	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>
Annual Programmes update report (Holidays Activities and Food programme, Household Support Fund & 'Together an Active Pendle updates all going as one report)	For information	29 <sup>th</sup> 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>  Gill Dickson <a href="mailto:gill.dickson@pendle.gov.uk">gill.dickson@pendle.gov.uk</a>
Quarter 4 Strategic Monitoring - Performance Update	Monitoring Information	29 <sup>th</sup> May 2025	No	Resources and Transfer of Services	Marie Mason Corporate Client & Governance Manager <a href="mailto:marie.mason@pendle.gov.uk">marie.mason@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>
Pavement Licensing Policy	To approve the Pavement Licensing Policy	July 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>