

**MINUTES OF A MEETING
OF THE EXECUTIVE
HELD AT NELSON TOWN HALL
ON 20th MARCH 2025**

PRESENT –

Councillor A. Mahmood (Chair)

Councillors

*M. Hanif
M. Iqbal*

Also in attendance:

*Cllr D. Cockburn-Price
Cllr S. Cockburn-Price
Cllr D. Lord
Cllr M. Stone
Cllr D. Whipp*

Officers in attendance

<i>Lawrence Conway</i>	<i>Interim Chief Executive</i>
<i>Phillip Spurr</i>	<i>Director of Place</i>
<i>Neil Watson</i>	<i>Assistant Director, Planning, Building Control and Regulatory Services</i>
<i>Howard Culshaw</i>	<i>Head of Legal and Democratic Services</i>
<i>Phil Kirby</i>	<i>Head of Property and Engineering</i>
<i>Sarah Astin-Wood</i>	<i>Head of Policy and Commissioning</i>
<i>Gemma-Louise Wells</i>	<i>Head of Finance</i>
<i>Ryan Gifford</i>	<i>Principal Regeneration Officer, Economic Growth</i>
<i>Wayne Forrest</i>	<i>Housing Needs Manager</i>
<i>Paul Preston</i>	<i>Democratic Services Manager</i>
<i>Peter Gregory</i>	<i>Interim Property Officer</i>

(An apology for absence was received from Councillor Z. Ali)

Members of the public attending - 0



127. DECLARATIONS OF INTEREST

Members were reminded of the legal requirements concerning the declaration of interests.

Councillors A. Mahmood and D. Whipp declared personal interests in relation to Minute 145 below, Pendle Rise CPO, as they were both directors of the Penbrook Joint venture.

128. PUBLIC QUESTION TIME

There were no questions from members of the public.

129.

URGENT ITEM

The Leader of the Council agreed that the under-mentioned item at Minute 131 below, Local Government Re-organisation - Pendle Borough Council covering letter be considered as an urgent item at this meeting pursuant to s100B(4) of the Local Government Act 1972 by reason of special circumstances, those circumstances being that the Council only met to resolve the recommendation under consideration three days before this Executive meeting and that this resolution was required to ratify that recommendation in time for the deadline for initial consultation of 21st March imposed by the Secretary of State.

130. LOCAL GOVERNMENT RE-ORGANISATION – PENDLE BOROUGH COUNCIL COVERING LETTER

The Leader of the Council and the Interim Chief Executive submitted a joint report which informed the Executive of the covering letter to be sent to Government, following the Council meeting of the 17th March 2025, with regards to Pendle Borough Council's additional response to Local Government Re-organisation in Lancashire.

In response to a question, the Interim Chief Executive reported that a slightly updated letter from all Lancashire Leaders' had since been received since the version tabled at the Extraordinary Council meeting held on 17th March, 2025 by the inclusion of map which contained a geographical outline of the Lancashire area.

It was moved by Cllr A. Mahmood and seconded by Cllr M. Iqbal and

RESOLVED:

- (1) That the Executive agrees the contents of the covering letter as attached at Appendix 1 to the submitted report.
- (2) That the Executive instructs the Interim Chief Executive to forward the covering letter to the relevant Minister for State, before the 21st March 2025 deadline.

REASON

- (1) *The Council has been invited to respond to the invitation letter sent by the Minister of State for Local Government and Devolution dated 5th February 2025.*
- (2) *The Council agreed at its meeting on the 17th March, to endorse the "all Lancashire Leaders letter" in response to the above, and expressed its desire to send a separate covering letter expressing its preferred potential Unitary options, as per the "all Lancashire letter" and other additional points.*

131.

MINUTES

RESOLVED

That the Minutes of the meeting held on 20th February 2025 be approved as a correct record and signed by the Chair.

132. CORPORATE PLAN REFRESH 2025-26

The Director of Resources submitted a report which informed the Executive of the refreshed Corporate Plan milestones for 2025/26.

Cllrs D.Cockburn-Price, S. Cockburn-Price, M. Iqbal and D Whipp commented on various aspects of the Plan, including reference to work on climate change, green technologies, the need to include further “other schemes” in Priority 3 – Good growth, key Actions and financial resilience and Citizens’ Hub in Nelson. Executive noted these comments.

It was moved by Cllr A. Mahmood and seconded by Cllr M. Iqbal and

RESOLVED:

That Executive notes the Corporate Plan refresh 2025-2026.

REASON

(1) To ensure we retain focus on our priorities and performance to deliver good quality accessible services and to uphold good governance arrangements.

133. COMMUNITY COHESION STRATEGY AND COMMUNITY ENGAGEMENT STRATEGY

The Director of Resources submitted a report which sought Executive’s approval of the Community Cohesion Strategy and Community Engagement Strategy.

Cllr A Mahmood expressed the view that both strategies should incorporate some text regarding the damage misinformation and disinformation can have in light of the riots in various locations following the Southport murders last year. He also commented on the need for more emphasis on working with all organisations and businesses across Pendle on community cohesion and engagement.

Councillors asked questions about how both Strategies would be resourced and effectively delivered and with what staff resource? The Executive was advised that a currently vacant Policy Officer post in the team would be re-purposed to support this work

Cllr D Whipp expressed concern that this general Policy Officer post being redesignated toward Cohesion and Engagement matters only wasn’t the best use of resources and why he and other Members had not heard about this proposed re-designation before?.

It was moved by Cllr A Mahmood and seconded by Cllr M Hanif and

RECOMMENDATION TO FULL COUNCIL:

- (1) That the additional comments, as now outlined by Councillors at this meeting be taken into account before the final version of both strategies are submitted to Full Council for approval.
- (2) That the Community Cohesion Strategy be recommended for approval; and

Executive (20.03.2025)

(3) That the Community Engagement Strategy be recommended for approval.

REASONS

- (1) To ensure that our approach to community engagement and cohesion remains relevant, inclusive and aligned with the borough's long-term vision for social integration, equality and community resilience.***
- (2) To enhance participation, transparency and collaboration across all sectors of the community.***

134. LAND AND PROPERTY ASSET MANAGEMENT STRATEGY 2025 - 2028

The Director of Resources submitted a report which presented for approval the Council's proposed Land and Property Asset Management Strategy 2025-2028.

Councillors asked several questions to which Peter Gregory, Interim Property Officer responded, including in relation to:

- Colne Leisure Centre;
- Allotments;
- Public Sector decarbonisation grants;
- Electric Vehicle (EV) Charging points and car parks;
- On-going project at Pendle Wavelengths;

It was moved by Cllr A. Mahmood, and seconded by Cllr M. Hanif and

RECOMMENDED TO FULL COUNCIL:

- (1) That the Land and Property Asset Management Strategy 2025-2028., as now proposed, be approved and adopted as the basis for the Council's management of its land and property assets;**
- (2) That the Action Plan contained within the Strategy be approved for implementation.**

REASONS

- (1) The Land and Property Asset Management Strategy 2025-2028, Section 1, sets out multiple reasons why the Council should adopt and implement the provisions of an asset management strategy.***
- (2) The Land and Property Asset Management Strategy is intended to drive change and transformation in the way that land and property is managed and in the way that assets are able to support service delivery. The implementation of the Action Plan will provide a focus for improvements in the performance of the land and property portfolio.***

135. LOCAL DEVELOPMENT SCHEME (LDS) UPDATE

The Assistant Director, Planning, Building Control and Regulatory Services submitted a report which sought Executive to approve the publication of the updated Local Development Scheme (LDS).

The proposed update, Local Development Scheme, 9th Revision (March 2025) was appended to the report.

The Assistant Director, Planning, Building Control and Regulatory Services highlighted the salient points in the proposed update and responded to Members comments and questions thereon.

Councillors D. Cockburn-Price, S. Cockburn-Price and D. Whipp commented on the report.

The Executive and other Members thanked the Assistant Director, Planning, Building Control and Regulatory and his team for preparing it for Executive's consideration and agreed the proposed update.

It was moved by Cllr A. Mahmood and seconded by Cllr M. Hanif and

RESOLVED:

- (1) That Executive notes the content of the report including the need to prepare a new Pendle Local Plan Fifth Edition (LP5) in accordance with the transitional arrangements of the 2024 of the National Planning Policy Framework (NPPF); and
- (2) That the updated LDS, as appended to the submitted report, be agreed and published.

REASONS

- (1) To comply with Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended)**
- (2) To respond to written Ministerial Statement HCWS308.**
- (3) To ensure that plan making is consistent with the policies of the most up to date version of the National Planning Policy Framework (NPPF).**

136. HOMELESSNESS TEMPORARY ACCOMMODATION AND HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2025-2030 (LOCAL AUTHORITY HOUSING FUND 3)

The Head of Housing and Environmental Health submitted a report which requested the Executive to determine a way forward in relation to the Council's provision of homelessness temporary accommodation; to approve the use of the Local Authority Housing Fund (LAHF) programme; to agree the Pendle Homelessness and Rough Sleeping Strategy 2025-30 and to note the MIAA – Homelessness Assignment report 2024/25.

Wayne Forrest, Housing Need Manager introduced the report and responded to Members' questions thereon.

Cllr D. Whipp referenced the work Cllr D Lord had undertaken raising the issues of homelessness in a Motion to Council on 19th December, 2024 where Council had resolved:

Executive (20.03.2025)

- To ask Pendle's MPs to support requests for adequate funding to address homelessness in the current and future financial years;
- That Overview and Scrutiny be requested to carry out a review of homelessness, including its causes and options for local solutions;
- That Lancashire County Council be requested to review its Adult Social Care policies and procedures around vulnerable people at risk of homelessness.

It was moved by Cllr M. Iqbal and seconded by Cllr A Mahmood and

RESOLVED:

- (1) That Executive approves the proposed approach towards purchasing properties to provide appropriate temporary accommodation for homeless households as an alternative to B&B and other high cost nightly paid accommodation.
- (2) That Executive approves the use of LAHF funding.
- (3) That Executive delegate the approval of individual property purchases, for both LAHF and Homeless Temporary Accommodation to the Director of Place within the approved financial envelope.
- (4) That Executive approves the Pendle Homelessness and Rough Sleeping Strategy 2025 – 2030.
- (5) That Executive notes the MIAA – Homelessness Assignment Report 2024/25.

REASONS

- (1) That the Council can ensure provision of suitable temporary accommodation for homeless people in order to meet its legal obligations.***
- (2) To approve the use of the LAHF funding in accordance with the terms of the grant agreement.***
- (3) That the Council continues to meet its statutory duty to carry out a Homelessness Review for its district and formulate a Homelessness Strategy based on the results of that Review at least every 5 years.***
- (4) That Executive is aware of the recent audit report in relation to homelessness services***

137. OPERATIONAL SERVICES PROHIBITED TYPES AND DANGEROUS DOGS POLICY

The Assistant Director, Operational Services submitted a report which sought Executive's approval of the Operational Services Policy, which was appended to the report and would cover the actions to be taken when a straying or prohibited type or dangerous dog was to be detained.

It was moved by Cllr M. Iqbal and seconded by Cllr M. Hanif and

RECOMMENDATION TO COUNCIL:

That Executive recommend the adoption of the Prohibited Types and Dangerous Dogs Policy and for this report be referred to Full Council for approval.

REASONS

- (1) *To ensure that the policy can be communicated to staff and applied consistently in the future***
- (2) *To ensure there is transparency in decision making and the actions of those dealing with prohibited types or dangerous dogs are supported by the Council as they work to protect our local environment.***

138. RESOURCING PLANS FOR NEIGHBOURHOODS

The Director of Resources submitted a report which sought Executive's approval through the Government funded Plan for Neighbourhoods (formerly known as the Long-Term Plan for Towns) for two roles designated to manage, support and deliver the programme.

Clarity was sought why these project posts were being proposed on a permanent basis. Gemma-Louise Wells, Head of Finance this was due to the length of the programme and in order to comply with employment laws.

It was moved by Cllr A. Mahmood and seconded by Cllr M. Hanif and

RESOLVED:

- (1) That 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

- (1) *To ensure the required resources to manage 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.***

139. HOUSEHOLD SUPPORT FUND 7 (HSF) 2025/26

The Director of Resources submitted a report which sought delegated authority be given to the Director of Resources, in conjunction with the Leader of the Council, to approve a 2025/26 HSF Programme and any future re-profiling of the HSF grant.

It was moved by Cllr M. Iqbal and seconded by Cllr A. Mahmood and

RESOLVED:

- (1) That Executive approves the proposed delivery mechanisms for HSF7, as set out in the submitted report; and.
- (2) That delegated authority be given to the Director of Resources, in conjunction with the Leader of the Council, to agree 2025/26 HSF Programme and any future re-profiling of the HSF grant.

REASONS

(1) To enable effective and timely delivery of HSF7 and give sufficient flexibility to allow all funds to be spent in accordance with the guidance.

140. EXEMPTION FROM CONTRACT PROCEDURE RULES

The Assistant Director, Operational Services submitted a report which sought agreement on a request for an exemption to Contract Procedure Rules.

It was moved by Cllr M. Iqbal and seconded by Cllr M. Hanif and

RESOLVED:

That Executive agrees to an exemption to Contract Procedure Rules for the provision for disposal and recovery of commercial waste.

REASONS

(1) Suez are the only provider in the Borough. Facilities are available in Burnley and Skipton. The time taken to travel to and from these sites would require additional resources to be deployed each day to support the commercial waste team in completing its work.

141. DOMESTIC BULKY HOUSEHOLD WASTE COLLECTIONS

The Assistant Director, Operational Services submitted a report, for information, which informed Executive of tenders that had been received and accepted.

Award of Contract – Executive was informed that following the relevant procurement process tenders had been received and accepted in relation to the following project: Domestic Bulky Household Waste Collections – 2 year contract, with 1 year option to extend.

The winning tender received was from Orchard Recycling Services Limited - £150,000 per annum

Estimated costs per annum based on projected number of collections in 2025/26

RESOLVED:

The report be noted.

142. UK SHARED PROSPERITY FUND - YEAR 4

The Director of Place submitted a report which sought a decision from the Executive in agreeing to underwriting UKSPF provision in order to safeguard Pendle's planned programme, given delays with the formal programme for Lancashire. Also to seek a decision on the revenue determination from Executive in order to proceed with the planned programme.

Executive (20.03.2025)

Ryan Gifford, Principal Regeneration Officer, Economic Growth updated Executive that the Memorandum of Understanding, as referred to in the report had now been signed.

Although there was an element of financial risk to the Council, as outlined to the Executive at the meeting, Executive considered and agreed to the underwriting UKSPF provision in order to safeguard Pendle's planned programme

It was moved by Cllr A. Mahmood and seconded by Cllr M. Hanif and

RESOLVED: That Executive:

- (1) Agrees to the proposal, as outlined in sections 5-7 of the submitted report, for Council to underwrite projects for Year 4 in the event that UKSPF funds were not released to PBC in a timely fashion; and
- (2) Confirms the arrangement for c£200k to be Capitalised from the Revenue allocation, and that these funds along with the UKSPF Capital allocation and funds agreed for public realm at the recent Budget Council meeting, be used in Barnoldswick, Earby and Brierfield.

REASONS

(1) In order to safeguard UKSPF provision being able to continue into Year 4.

143. LEASE RENEWAL – WOMEN'S REFUGE PROPERTY

The Director of Resources submitted a report which sought Executive's approval to renew the lease of a Council owned property to Calico Homes Ltd. For the continued operation of the Women's Refuge Service in Pendle.

It was moved by Cllr M. Iqbal and seconded by Cllr M. Hanif and

RESOLVED:

- (1) That Executive approves the lease renewal on similar terms to previous lease at nil passing rent.
- (2) That authority is delegated to the Director of Resources to negotiate the lease terms.

REASONS

- (1) To secure the continuation of a Women's refuge service in Pendle.***
- (2) To ensure that the terms and conditions to be agreed by the Director of Resources do not negatively impact upon the value of the building as an asset.***

144. BARLEY VILLAGE GREEN

The Director of Resources submitted a report which sought Executive's instructions 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.

A plan showing the land, was appended to the submitted report.
Councillors M. Stone and D. Whipp commented and were fully supportive of Barley Parish Council's request as now outlined.

It was moved by Cllr M. Hanif and seconded by Cllr A. Mahmood and

RESOLVED:

That Executive approves the request and delegates authority to the Director of Resources to make the application as requested.

REASONS

(1) To allow Members to decide the future and protection of the land in question.

145. PENDLE RISE SHOPPING CENTRE COMPULSORY PURCHASE ORDER (CPO)

The Director of Place submitted a report which sought Executive's confirmation of the Borough of Pendle (Pendle Rise Shopping Centre, Nelson) Compulsory Purchase Order 2024.

It was moved by Cllr A. Mahmood and seconded by Cllr M. Iqbal and

RESOLVED:

That Executive confirms the Borough of Pendle (Pendle Rise Shopping Centre, Nelson) Compulsory Purchase Order 2024.

REASONS

(1) To authorise the use of CPO powers to secure vacant possession of Pendle Rise Shopping Centre to allow its redevelopment to proceed.

146. FORWARD PLAN

The Executive's draft Work Programme and Forward Plan of key decisions for the four-month period commencing 1st April, 2025 was submitted for information.

Chair _____