

EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

**Four Month Period Commencing
1st NOVEMBER 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:

14th November 2025

12th December 2025

15th January 2026

13th February, 2026

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 D. Whipp (Leader)	Leader's Portfolio
Councillor A. Mahmood (Deputy Leader)	Economic Growth
Councillor Z. Ali	Housing and Customer Services
Councillor A. Bell	Corporate and Human Resources
Councillor D. Hartley	Community and Performance
Councillor L. Whipp	Strategic and Local Planning and Infrastructure
Councillor M. Hanif	Health and Leisure Services

Anyone wishing to make representations to the Executive about any of the matters listed below may do so by writing to Democratic 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 by noon on the day of the meeting.**

Note:  denotes a key decision next to the “Subject” as listed below in column one below.

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: 15th October 2025

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
2025					
Commissioning Framework for 2026/27 PBC Community Grants	To agree commissioning framework to determine allocation of PBC's community grants in 2026/27.	20 th November, 2025	No	Leader's Portfolio	Karen.spencer@pendle.gov.uk Director of Resources gill.dickson@pendle.gov.uk Policy & Programmes Manager
Bankhouse Road Development Site	Executive's agreement is sought for Pendle Borough Council to enter into a development agreement with Pembroke Joint Venture	20 th November, 2025	No	Economic Growth	Iftikhar Bokhari, Head of Economic Growth Iftikar.bokhari@pendle.gov.uk
Further Clough Head – Additional Costs	This matter was deferred from the September 2025 meeting of Executive. To request Executive to agree to	20 th November, 2025	Yes	Economic Growth	Iftikhar Bokhari, Head of Economic Growth Iftikar.bokhari@pendle.gov.uk

	fund additional costs resulting from preliminary works.				
Performance Update Report – Quarter 2, 2025/26	To receive the update report.	20 th November, 2025	No	Leader's Portfolio	Marie Mason Corporate Client & Governance Manager marie.mason@pendle.gov.uk
No1 Market Street, Nelson – roofing upgrade 	Works are included on this year's capital programme. Key decision / award confirmation due to budget estimate of circa £ 200k	20 th November, 2025	No	Leader's Portfolio	Bruce Corden Facilities Manager bruce.corden@pendle.gov.uk
LGR Options	Consideration and decision on LGR options for Unitary models.	20 th November, 2025	No	Leader's Portfolio	Dean Langton Chief Executive dean.langton@pendle.gov.uk
Plan for Neighbourhoods – Investment Plan	To ratify the Neighbourhood Board approved Plan for Neighbourhoods Investment Plan prior to submission to Government on 28 th November	20 th November, 2025	No	Economic Growth	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk
Referral from Area Committee – Request to purchase	To consider an Area Committee referral.	20 th November, 2025	Yes	Leader's Portfolio	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk

land under a Garden Tenancy					Rebecca Perez-Kegg, Estates Surveyor Rebecca.Perez-Kegg@pendle.gov.uk
Marsden Park Golf Club	To consider options for the future use of the golf course	20 th November, 2025	No	Health and Leisure Services	Phillip Spurr, Director of Place phillip.spurr@pendle.gov.uk Simon Gwynne, Chief Executive Officer, Pendle Leisure Trust Simon.gwynne@pendleleisuretrust.co.uk
Quarter 2 Revenue and Capital Outturn Budget Monitoring Report for 2025/26.	To receive the update report.	20 th November, 2025	No	Leader's Portfolio	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk
Treasury Management: Mid-Year Report	To receive the mid-year report.	20 th November, 2025	No	Leader's Portfolio	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk
Fees and Charges report	To determine and agree the Fees and Charges	20 th November, 2025	No	Leader's Portfolio	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk

Trafalgar House, Nelson	For Executive to consider detailed refurbishment plans for the historic front portion of the building.	17 December, 2025	Yes	Economic Growth	Phillip Spurr, Director of Place phillip.spurr@pendle.gov.uk Richard Savory richardsavory@raisepartnership.co.uk
Tender for the development of the cemetery site, Halifax Road, Nelson 	To report on the tender for the development of the cemetery site, Halifax Road, Nelson.	17 December, 2025	Yes	Health and Leisure Services	David Walker Assistant Director Operational Services david.walker@pendle.gov.uk
Outcome of tender for Contract Hire with maintenance of Council liveried fleet. 	To report on the outcome of tender for Contract Hire with maintenance of Council liveried fleet. Tender period 4 years with possible 3 year extension.	17 th December 2025	Yes	Housing and Customer Services	David Walker Assistant Director, Operational Services david.walker@pendle.gov.uk
Pavement Licensing Policy	At the Executive meeting held on 21 st August, 2025, it was resolved at Minute 41, resolution (2), "That a six-week public consultation be carried out and the final policy be brought back to the Executive for adoption. Executive is asked to adopt the Pavement Licensing Policy.	17 th December 2025	No	Health and Leisure Services	Neil Watson Assistant Director Planning, Building Control and Regulatory Services neil.watson@pendle.gov.uk

Validation Checklist	For Executive's agreement	22 January, 2026	No	Strategic and Local Planning Infrastructure Portfolio	Neil Watson Assistant Director Planning, Building Control and Regulatory Services neil.watson@pendle.gov.uk
Performance Update Report – Quarter 3, 2025/26	To receive the update report.	19 th February 2026	No	Leader's Portfolio	Marie Mason Corporate Client & Governance Manager marie.mason@pendle.gov.uk

Other Quarterly Performance Update Reports for the year are as follows:
Quarter 4 – 28th May 2026