

EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

**Four Month Period Commencing
1st AUGUST 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 July 2025

14th August 2025

15th September 2025

16th October 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 D. Whipp – Leader of the Council
Councillor A. Mahmood – Deputy Leader of the Council
Councillors A. Bell;
Councillor D. Hartley
Councillor L. Whipp
Councillor M. Hanif
Councillor M. Iqbal



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 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: 14th July, 2025

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
2025					
Proposed Changes to the Planning System Consultation: National Scheme of Delegation and Changes to Committees	To inform the Executive of the latest proposed changes to how the planning system operates in England and to agree the Council's response to the consultation	17 July, 2025	No	Planning and Regulatory	Neil Watson Assistant Director Planning, Building Control and Regulatory Services neil.watson@pendle.gov.uk
Spring Mill Development, Earby	To provide Executive with an update on the reinstatement and proposed future use of the temporary compound area at Spring Mill development in Earby and to seek Executive's views on	17 July 2025	No	Growth and Regeneration	Ryan Gifford, Acting Head of Economic Growth ryan.gifford@pendle.gov.uk

	whether to request adoption by Pendle Borough Council				
Lancashire Local Nature Reserve Strategy 2025 – Consultation Draft	To comment on the consultation draft.	17 July 2025	No	Planning and Regulatory.	Neil Watson Assistant Director Planning, Building Control and Regulatory Services neil.watson@pendle.gov.uk
Apprentice/Trainee Funding		17 July 2025	No	Resources and Transfer of Services	Jane McDonnell, HR & Payroll Manager, Liberata Karen Spencer Director of Resources karen.spencer@pendle.gov.uk
Revenue and Capital Outturn Report 2024/25 	To receive the outturn	17 July 2025	No	Resources and Transfer of Services	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk Gemma-Louise Wells Head of Finance Gemma-Louise.Wells@pendle.gov.uk
Treasury Management Outturn 2024/25 – Quarter 4 	To receive the outturn	17 July 2025	No	Resources and Transfer of Services	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk Gemma-Louise Wells Head of Finance Gemma-Louise.Wells@pendle.gov.uk

					Louise.Wells@pendle.gov.uk
Waste and Wastewater Contract 	Current contract expires end of October 25. Procurement exercise has been carried out and need Exec approval to award new contract to supplier as the contract will be £100k+.	17 July 2025	No	Resources and Transfer of Services	Bruce Corden ,Facilities Manager, brice.corden@pendle.gov.uk
Pearl Together – Lancashire County Council – Loan Facility (Exempt item)		17 July 2025	No	Resources and Transfer of Services	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk
Pavement Licensing Policy	To approve the Pavement Licensing Policy	21 August, 2025	No	Planning and Regulatory.	Neil Watson Assistant Director Planning, Building Control and Regulatory Services neil.watson@pendle.gov.uk
Further Clough Head – Additional Costs	To request Executive to agree to fund additional costs resulting from preliminary works.	21 August, 2025	No	Growth and Regeneration	Ryan Gifford, Acting Head of Economic Growth ryan.gifford@pendle.gov.uk

Street Naming and Numbering Policy	For Executive to recommend /Full Council to approve the introduction of a new policy along with fees for street naming and numbering.	21 August 2025	No	Housing, Health, and Wellbeing	Sarah Whitwell Head of Environmental Health and Housing sarah.whitwell@pendle.gov.uk
Performance Update Report – Quarter 1, 2025/26	To receive the update report.	21 August 2025	No	Resources and Transfer of Services	Marie Mason
Joint Venture Governance	To modify the governance arrangements around the Council's Joint Venture companies in the light of independent legal advice received at the Auditor's recommendations.	21 August 2025	No	Resources and Transfer of Services	Howard Culshaw, Head of Legal and Democratic Services (Monitoring Officer) Howard.Culshaw@pendle.gov.uk
Land Adjacent to Flats 1 & 2 Mill Street, Barrowford	Referral from Area Committee - on a proposal to declare Land Adjacent to Flats 1 & 2 Mill Street, Barrowford non-operational land surplus and to negotiate the sale or lease of the land to the adjoining residents for garden/domestic use Executive is asked to declare that the land adjacent to flats 1 & 2 Mill Street, Barrowford be surplus to requirements and delegate authority to the Director of Resources to	21 August 2025	No	Resources and Transfer of Services	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk Rebecca Perez-Kegg, Estates Surveyor Rebecca.Perez-Kegg@pendle.gov.uk

	negotiate terms for the sale or lease of the parcel(s) of land.				
Trafalgar House, Nelson	For Executive to consider detailed refurbishment plans for the historic front portion of the building..	18 th September 2025	No	Growth and Regeneration	Phillip Spurr, Director of Place phillip.spurr@pendle.gov.uk Richard Savory richardsavory@raisepartnership.co.uk
Tender for the demolition of Pendle Rise Shopping Centre 		16 th October, 2025		Resources and Transfer of Services	Karen Spencer Director of Resources karen.spencer@pendle.gov.uk

Other Quarterly Performance Update Reports for the year are as follows:

Quarter 2 – 20th November 2025

Quarter 3 – 19th February 2026

Quarter 4 – 28th May 2026