

# **EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS**

**Four Month Period Commencing  
1<sup>st</sup> SEPTEMBER 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:

14<sup>th</sup> August 2025

15<sup>th</sup> September 2025

16<sup>th</sup> October 2025

14<sup>th</sup> November 2025

A Key Decision is defined as an executive decision which is likely to result in significant expenditure/saving where there is:

- ❑ a payment 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 Z. Ali

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](mailto: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: 14<sup>th</sup> August 2025**

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
<b>2025</b>					
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 <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>
Revenue and Capital Monitoring 2025/26 – Quarter 1	To receive the monitoring report.	21 August 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>  Gemma-Louise Wells Head of Finance  <a href="mailto:Gemma-Louise.Wells@pendle.gov.uk">Gemma-Louise.Wells@pendle.gov.uk</a>

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) <a href="mailto:Howard.Culshaw@pendle.gov.uk">Howard.Culshaw@pendle.gov.uk</a>
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 negotiate terms for the sale or lease of the parcel(s) of land.	21 August 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>  Rebecca Perez-Kegg, Estates Surveyor  <a href="mailto:Rebecca.Perez-Kegg@pendle.gov.uk">Rebecca.Perez-Kegg@pendle.gov.uk</a>

Overview and Scrutiny Committee: Recommendations for the Executive's Consideration – Review of Bulky Household Waste Collection and Replacement Waste Containers	Referral from Full Council meeting held on 10 July 2025 Executive is asked to consider and make recommendations to the Council meeting to be held in September 2025.	21 August 2025	No	Resources and Transfer of Services	David Walker Assistant Director, Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Wavelengths Leisure Centre – Proposed Poolside Play Area and Associated Works	To report, for information, cost proposal and quote which has been received and accepted from specialist supplier.	21 August	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>  Bruce Corden <a href="mailto:bruce.corden@pendle.gov.uk">bruce.corden@pendle.gov.uk</a>
Disposal of Land adjacent to a property at Walton Lane, Nelson  (Exempt report)	To declare the land adjacent to a property at Walton Lane, Nelson surplus to requirements and agree terms for disposal to the adjacent house owner.	21 August 2025	Yes	Resources and Transfer of Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>  Tony Brown Estates Surveyor <a href="mailto:anthony.brown@pendle.gov.uk">anthony.brown@pendle.gov.uk</a>
Further Clough Head – Additional Costs	To request Executive to agree to fund additional costs resulting from preliminary works.	18 <sup>th</sup> September 2025	No	Growth and Regeneration	Ryan Gifford, Acting Head of Economic Growth <a href="mailto:ryan.gifford@pendle.gov.uk">ryan.gifford@pendle.gov.uk</a>

Preliminary LGR Options Appraisal - Progress	To consider progress on LGR options and business case	18 <sup>th</sup> September 2025	No	Resources and Transfer of Services	Lawrence Conway Interim CX
Trafalgar House, Nelson  (Exempt Report)	For Executive to consider detailed refurbishment plans for the historic front portion of the building..	18 <sup>th</sup> September 2025	Yes	Growth and Regeneration	Phillip Spurr, Director of Place <a href="mailto:phillip.spurr@pendle.gov.uk">phillip.spurr@pendle.gov.uk</a>  Richard Savory <a href="mailto:richardsavory@raisepartnership.co.uk">richardsavory@raisepartnership.co.uk</a>
Tender for the development of the cemetery site, Halifax Road, Nelson (Exempt Report) 	To report on the tender for the development of the cemetery site, Halifax Road, Nelson.	18 <sup>th</sup> September, 2025	Yes	Health and Leisure Services	David Walker Assistant Director Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
LGR Options Appraisal	To consider formal business case and options model.	16 <sup>th</sup> October, 2025	No	Resources and Transfer of Services	Chief Executive
Tender for the demolition of Pendle Rise Shopping Centre		16 <sup>th</sup> October, 2025		Resources and Transfer of Services	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>

					
Performance Update Report – Quarter 1, 2025/26	To receive the update report.	20 <sup>th</sup> November, 2025	No	Resources and Transfer of Services	Marie Mason
Tender for the provision and maintenance of fleet vehicles (Exempt Report) 	To report on the tender for the provision and maintenance of fleet vehicles.	17 <sup>th</sup> December 2025	Yes	Housing and Customer Services	David Walker Assistant Director, Operational Services <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>

Other Quarterly Performance Update Reports for the year are as follows:  
Quarter 3 – 19<sup>th</sup> February 2026  
Quarter 4 – 28<sup>th</sup> May 2026