

# EXECUTIVE WORK PROGRAMME INCLUDING KEY DECISIONS

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

16<sup>th</sup> October 2025

14<sup>th</sup> November 2025

12<sup>th</sup> December 2025


15<sup>th</sup> January 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](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: 16<sup>th</sup> October 2025**

SUBJECT	DECISION NEEDED	EXPECTED DATE OF DECISION	PRIVATE AND CONFIDENTIAL YES/NO	EXECUTIVE RESPONSIBILITY	DIRECTORS AND CONTACT OFFICERS
<b>2025</b>					
LGR Options Appraisal	To consider progress and work to date on Unitary models.	16 <sup>th</sup> October, 2025	No	Leader's Portfolio	Dean Langton Chief Executive <a href="mailto:dean.langton@pendle.gov.uk">dean.langton@pendle.gov.uk</a>
Tender for the demolition of Pendle Rise Shopping Centre 	To report on the tender for the Pendle Rise Shopping Centre.	16 <sup>th</sup> October, 2025	Yes	Leader's Portfolio	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Keighley Road Conservation Area	To consider the designation of a new conservation area in Colne.	16 <sup>th</sup> October, 2025	No	Strategic and Local Planning Infrastructure Portfolio	Neil Watson Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>

Referral from Area Committees – Hillside Close/Pennine Way, Brierfield	The Nelson, Brierfield and Reedley Committee held on 6 <sup>th</sup> October 2025, recommended that Executive agrees to declare the parcels of land (shown edged black on the Committee Plan) surplus to requirements to enable the Director of Resources to negotiate terms and conditions for disposal.	16 <sup>th</sup> October 2025	No	Leader's Portfolio	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>
Referral from Area Committees – Tree Planting at Bailey Street, Earby – meeting of the West Craven Committee – 2 <sup>nd</sup> September 2025	Tree planting at Bailey Street, Earby- There was an opportunity to plant a 200m2 micro forest on a triangular piece of land off Bailey Street to the rear of Aspen Grove at no cost, with donated trees planted by volunteers, and support from contractors working on the Spring Mill housing development. This was being organised and overseen by LCC. Executive is asked to endorse the tree planting	16 <sup>th</sup> October 2025	No	Leader's Portfolio	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Year 4 UKSPF Tenders	To inform the Executive of the UKSPF Year 4 scheme tender results and to get	16 <sup>th</sup> October, 2025	Yes	Leader's Portfolio	Scott Whalley Engineering Manager  <a href="mailto:scott.whalley@pendle.gov.uk">scott.whalley@pendle.gov.uk</a>

	agreement on the award of the contracts.				
Commissioning Framework for 2026/27 PBC Community Grants	To agree commissioning framework to determine allocation of PBC's community grants in 2026/27.	20 <sup>th</sup> November, 2025	No	Leader's Portfolio	<a href="mailto:Karen.spencer@pendle.gov.uk">Karen.spencer@pendle.gov.uk</a> Director of Resources  <a href="mailto:gill.dickson@pendle.gov.uk">gill.dickson@pendle.gov.uk</a> 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 <sup>th</sup> November, 2025	No	Economic Growth	Iftikhar Bokhari, Head of Economic Growth  <a href="mailto:Iftikar.bokhari@pendle.gov.uk">Iftikar.bokhari@pendle.gov.uk</a>
Further Clough Head – Additional Costs	This matter was deferred from the September 2025 meeting of Executive. To request Executive to agree to fund additional costs resulting from preliminary works.	20 <sup>th</sup> November, 2025	Yes	Economic Growth	Iftikhar Bokhari, Head of Economic Growth  <a href="mailto:Iftikar.bokhari@pendle.gov.uk">Iftikar.bokhari@pendle.gov.uk</a>
Performance Update Report – Quarter 2, 2025/26	To receive the update report.	20 <sup>th</sup> November, 2025	No	Leader's Portfolio	Marie Mason  Corporate Client & Governance Manager  <a href="mailto:marie.mason@pendle.gov.uk">marie.mason@pendle.gov.uk</a>

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 <sup>th</sup> November, 2025	No	Leader's Portfolio	Bruce Corden Facilities Manager <a href="mailto:bruce.corden@pendle.gov.uk">bruce.corden@pendle.gov.uk</a>
LGR Options	Consideration and decision on LGR options for Unitary models.	20 <sup>th</sup> November, 2025	No	Leader's Portfolio	Dean Langton Chief Executive <a href="mailto:dean.langton@pendle.gov.uk">dean.langton@pendle.gov.uk</a>
Plan for Neighbourhoods – Investment Plan	To ratify the Neighbourhood Board approved Plan for Neighbourhoods Investment Plan prior to submission to Government on 28 <sup>th</sup> November	20 <sup>th</sup> November, 2025	No	Economic Growth	Karen Spencer Director of Resources <a href="mailto:karen.spencer@pendle.gov.uk">karen.spencer@pendle.gov.uk</a>
Referral from Area Committee – Land to rear of 189 Cottontree Lane, Colne	To consider an Area Committee referral.	20 <sup>th</sup> November, 2025	Yes	Leader's Portfolio	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>
Referral from Area Committee – Land to rear of 4 Dixon Street, Barrowford	To consider an Area Committee referral.	20 <sup>th</sup> November, 2025	Yes	Leader's Portfolio	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>
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 <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 	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 <a href="mailto:david.walker@pendle.gov.uk">david.walker@pendle.gov.uk</a>
Tender for the provision and maintenance of fleet vehicles 	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>
Pavement Licensing Policy	At the Executive meeting held on 21 <sup>st</sup> 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	17 <sup>th</sup> December 2025	No	Health and Leisure Services	Neil Watson  Assistant Director Planning, Building Control and Regulatory Services <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@pendle.gov.uk</a>

	Policy.				
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 <a href="mailto:neil.watson@pendle.gov.uk">neil.watson@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