

**Meeting of:** Overview and Scrutiny Committee

**Time:** 6.30pm

**Date:** 14<sup>th</sup> November 2022

**Venue:** Council Chamber, The Business Centre, Futures Park, Bacup. OL13 0BB



**Supported by:** Carolyn Sharples, Committee and Member Services Manager, Tel: 01706 252422 or email [carolynsharples@rossendalebc.gov.uk](mailto:carolynsharples@rossendalebc.gov.uk)

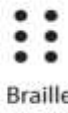
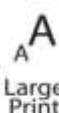
**The meeting will also be live streamed at the following link:**

<https://www.youtube.com/channel/UCrLsMDOP7AYxik5pNP0gTIA/streams>

ITEM		Lead Member/Contact Officer
<b>A.</b>	<b>BUSINESS MATTERS</b>	
<b>A1.</b>	<b>Apologies for Absence</b>	
<b>A2.</b>	To approve and sign as a correct record the Minutes of the Overview and Scrutiny Meeting held on 12 <sup>th</sup> September 2022.	
<b>A3.</b>	<p><b>Declarations of Interest</b> Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</p> <p>Members are requested to indicate at this stage, any items on the agenda in which they intend to declare an interest. Members are reminded that, in accordance with the Local Government Act 2000 and the Council's Code of Conduct, they must declare the nature of any personal interest and, if the interest is prejudicial, withdraw from the meeting during consideration of the item.</p>	<p>Carolyn Sharples, Committee and Member Services Manager Tel: 01706 252422 Email: <a href="mailto:carolynsharples@rossendalebc.gov.uk">carolynsharples@rossendalebc.gov.uk</a></p>
<b>A4.</b>	<p><b>Urgent Items of Business</b> To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.</p>	
<b>B.</b>	<b>COMMUNITY ENGAGEMENT</b>	
<b>B1.</b>	<p><b>Question Time</b> Members of the public and councillors wanting to speak must be in attendance to participate.</p>	<p>Carolyn Sharples, Committee and Member Services Manager Tel: 01706 252422 Email: <a href="mailto:carolynsharples@rossendalebc.gov.uk">carolynsharples@rossendalebc.gov.uk</a></p>

The agenda and reports are also available for inspection on the Council's website <https://www.rossendale.gov.uk/>. Other formats are available on request. Tel 01706 217777 or contact Rossendale Borough Council, Futures Park, Bacup, OL13 0BB

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<b>C.</b>	<b>CHAIR'S UPDATE</b>	
<b>C1.</b>	To receive any communications from the chair.	Councillor Janice Johnson
<b>D.</b>	<b>ORDINARY BUSINESS</b>	
<b>D1.</b>	Digital Strategy – year 2 projects - presentation	Adam Allen, Director of Communities <a href="mailto:adamallen@rossendalebc.gov.uk">adamallen@rossendalebc.gov.uk</a>
<b>D2.</b>	Authority Monitoring Report (AMR)	Anne Storah, Principal Planner- Forward Planning <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a>
<b>D3.</b>	Quarter 2 performance report and RIPA update	Clare Law, Head of People and Policy <a href="mailto:clarelaw@rossendalebc.gov.uk">clarelaw@rossendalebc.gov.uk</a>
<b>D4.</b>	The Forward Plan	Carolyn Sharples, Committee and Member Services Manager <a href="mailto:carolynsharples@rossendalebc.gov.uk">carolynsharples@rossendalebc.gov.uk</a>



**Neil Shaw**  
Chief Executive

**Date published:** 3<sup>rd</sup> November 2022

**MINUTES OF: OVERVIEW AND SCRUTINY COMMITTEE**

**Date of Meeting:** 21<sup>st</sup> September 2022

**Present:** Councillor Johnson (Chair)  
Councillors Coogan, Foxcroft, McMahon, Marriott, Morris, Smith and Thompson

**In attendance:** Clare Law, Head of People and Policy  
Lee Childs, Facilities Manager  
Mandy Lewis, Director of Economic Development  
Carolyn Sharples, Committee and Member Services Manager

**Also Present:** Councillor Ashworth  
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**1. Apologies for Absence**

Apologies for absence were submitted from Councillor Janet Eaton, Councillor Rooke and Councillor Procter (Councillor Smith subbing).

**2. Minutes**

**Resolved:**

That the minutes of the following meetings be approved as a correct record:

- 11<sup>th</sup> July 2022
- 8<sup>th</sup> August 2022

**3. Declarations of Interest**

There were no declarations of interest.

**4. Urgent Items of Business**

There were no urgent items of business.

**5. Question Time**

There were no public questions.

**6. Chair's Update**

6.1 A Council Tax Support Scheme briefing note had been circulated to committee members for information only. This item normally came to the committee when substantial changes were being made to the scheme. Whilst no substantial changes were being made, the Capita Operational and Governance Board recommended sending a briefing note to the committee to provide detail regarding why no proposal for change was being made at this time. Any queries could be directed to the Service Assurance Team Leader.

6.2 Since the last ordinary meeting, a call-in had been received and a special meeting held on 8<sup>th</sup> August. Details of the meeting were included in the minutes at item A2. In addition, the Centre for Governance and Scrutiny were currently providing officer training on new call-in guidance, and the Committee and Member Services Manager had agreed to report back if the new guidance would impact on the Council's current procedures.

6.3 In relation to queries raised at the previous meetings, the following clarification was given:

- At the last committee meeting it was agreed to provide clarification on the garage plots being transferred back to the Council. The Property Services Manager confirmed that only those plots that Rossendale Council hold title to were transferring back. Therefore there would be some plots that remain with Together Housing.
- The committee had previously asked for clarification on how to get in touch with officers regarding ward and constituent issues. It was clarified that members should ring the general Council number 217777 and speak to Corporate Support who would log the issue and allocate it to the relevant team for action.

In response to the updates the following was agreed:

- Councillor Morris would be re-sent the clarification on the garage plots.

## **ORDINARY BUSINESS**

### **7. Water Hygiene and Asbestos Policies Approval**

7.1 The Facilities Manager introduced the Water Hygiene and Asbestos policies.

7.2 In response to members' questions the following clarification was given:

- HSL headquarters were based in Warrington and they physically came to do the inspections and surveys annually.
- Water hygiene risk assessments were completed for each Council owned building and would identify actions, timescales and any remedial work needing to be completed.
- Assessments were available online for officers to view as soon as they were completed.
- An engineer tested the water in the pools monthly, and chlorine would be adjusted accordingly.
- Following the updated surveys which were carried out on our buildings, it was confirmed that there were 12-14 buildings with asbestos and no issues had been found.
- In relation to the above, it was confirmed that Whitworth Pool was currently closed.
- Town and County Planning Association (TCPA) regulations did not cover asbestos, so planning conditions could not be applied to developments, but the Health and Safety Executive (HSE) could get involved where issues were raised, particularly if serious in nature relating to private developments.
- Removal of asbestos garage roofing was classed as low risk and there was a guidance pamphlet available.
- In relation to the Haslingden pool site, the owners had received the relevant surveys including asbestos.
- Private developments would be dealt with by private inspectors depending on the nature of the site, and responsibility was with the individual owners.

#### **Resolved:**

1. The Overview and Scrutiny Committee reviewed the new Water Hygiene and Asbestos policies.
2. The committee recommended the policies to the Joint Consultative Committee (JCC) and Cabinet for approval and adoption.

### **8. Quarter 1 Performance Management Report (April, May & June) 2022/23**

8.1 The Head of People and Policy introduced the Quarter 1 performance report.

8.2 In response to members' questions the following clarification was given:

- There was now a separate performance meeting dealing with specific operational issues including bin collection.

- If a missed collection was reported, the cameras could be viewed to see if bins had been presented at the correct time, or if there were issues with parked cars preventing the collection taking place.
- There were still issues with missed collections owing to parked vehicles and lack of access now more people were working from home, and the Operations Team were trying hard to mitigate these issues.
- In comparison to the number of collections made, the proportion of missed bins was low.
- There was a need to consider if the right target was in place and if it was reported in the right way. This would be considered including the suggestions to report on the total percentage collected or missed, rather than number per 100,000.
- It was acknowledged that more detail on what was being done needed to be made apparent in the update note in the report.
- Agency staff were still being used where HGV drivers were required and the Council was upskilling 4 puller-loaders to complete LGV driver training.
- Recruitment was challenging and meetings with other authorities revealed they were experiencing similar difficulties.
- The Council was currently reviewing the recruitment and retention plan, including workforce succession planning.
- The Council was doing well in relation to training roles and apprentices and was looking to keep the graduate in HR and recruit an entry level graduate in Parks and Open Spaces.
- As Council workers could access their pension from age 55, succession planning for an aged workforce was considered from age 55+.
- For professional positions, market supplements were considered where recruitment proved difficult.
- Shared roles and services had also been considered, but had been unsuccessful owing to partner authorities experiencing similar recruitment issues.
- Jobs titles were also being re-branded, promoted and advertised in different ways, such as LinkedIn, Greater Jobs, Indeed, etc.
- Retention plans included providing training and development, and ensuring training costs had to be paid back if the member of staff left within a given period of receiving their qualification via training agreement.
- Flexible working was being reviewed through a staff survey and focus groups. Work life balance was important for most staff and could be used to attract new applicants.
- Work was also being done on trust and appreciation, as well as providing staff support, with managers trying to gain an understanding when things were not working as planned.
- Positive member/officer relations was also important, as negativity impacted on the working environment.
- The Dark Lane developer had not dealt with the contamination issue, but was now fully engaged and awaiting the outcome of the further sampling. If samples were clear the conditions could be discharged. Together Housing had informed at the member briefing that they would ensure the situation would not happen again. They had also volunteered immediately to remunerate resident costs.
- Leases had been signed on some of the bus station units and whilst not yet occupied, the units were currently being fitted out.
- The situation with the toilets and the food outlet on the bus station site would be looked into, as well as the visual impact of the tarmacked area where the service pipes had been laid.
- The recycling pilot which was due to start in September had been delayed until October following the announcement about the passing of the Queen.

- It would be looked into to see if comparison figures could be added to show the figure from the previous quarter as well as the figure from the same quarter the previous year, however it was noted that the targets were not always like for like.

The Head of People and Policy asked committee members to send questions in advance to assist in preparing relevant responses for the meeting, or to enable a relevant officer to attend the meeting to provide a service update.

**Resolved:**

1. The Overview and Scrutiny Committee considered the performance of the council as detailed in the report.
2. The Overview and Scrutiny Committee identified the following for further action:
  - To request more relevant detail from Operations and other service areas, particularly in relation to mitigating action being taken in the update sections.
  - To review the missed bin collection target and how this was reported and consider moving to reporting on the percentage of bins collected.
  - To look into the situation with the toilets on the bus station regarding the new food outlet, as well as the tarmacked area where the service pipes had been laid.
  - To see if comparison figures could be added to the quarterly report to show the figure from the previous quarter as well as the figure from the same quarter the previous year.

**9. Annual Equality Report – Workforce Profile 2021/22**

9.1 The Head of People and Policy introduced the Annual Equality Report and Workforce Profile.

9.2 In response to members' questions the following clarification was given:

- The completion of the equality monitoring forms was not mandatory, so reporting only included information from those willing to complete the forms. This was assessed against the Rossendale profile.
- Work was being undertaken to boost applications from all protected characteristics and not just disability.
- Consideration would be given to including something as part of the job application process to say the Council welcomed applications from all candidates who fit the Rossendale profile, and that it was open and accessible to everyone.

**Resolved:**

1. Overview and Scrutiny considered the content of the Council's Annual Equality Workforce Report for 2021/22, and agreed the following specific actions or issues that needed to be taken forward arising from the content of the report:
  - To consider including something as part of the job application process to say the Council welcomed applications from all candidates who fit the Rossendale profile, and that it was open and accessible to everyone.
2. That Overview and Scrutiny continues to monitor the Council's progress on equality, and sufficient publication of equality information in line with current legislative and best practice requirements to ensure that the Council is operating fairly and equitably.
3. That Overview and Scrutiny recommends the Council to actively seek to boost the workforce profile in relation to disability.

**10. Annual Council Feedback Review and Local Government Ombudsman (LGO) Enquiries**

10.1 The Committee and Member Services Manager introduced the Annual Council Feedback Review and Local Government Ombudsman (LGO) Enquiries.

- 10.2 In response to members' questions the following clarification was given:
- During this period some of the complaints related to covid grant funding owing to the eligibility criteria.
  - One Benefits and Tax complaint was investigated by the Ombudsman, this was in relation to a covid grant application and the applicant was given additional opportunity to submit the required evidence of eligibility.
  - There were different ways in which complaints could be submitted, including online form, email, letter, etc.
  - Written format was preferred in case a complaint was escalated to the Ombudsman as an evidence trail would be required, although complaints by telephone would also be taken where there was a specific need e.g. visual impairment, and clarification would be sought on the nature of the complaint for the evidence file.
  - The timescale for dealing with formal complaints was 10 working days as detailed in the report.
  - Compliments were shared on the regular reports to Corporate Management Team. Information was also shared on social media where officers had received thanks for specific work and the staff awards had also been restarted to enable staff to feel appreciated for the work they did.

**Resolved:**

That Overview and Scrutiny Committee note the different types of feedback received by the Council, in addition to the Local Government Ombudsman (LGO) enquiries and complaints for the period 1st April 2021 to 31st March 2022.

**11. The Forward Plan**

- 11.1 Members were updated on the Forward Plan and Overview and Scrutiny Work Programme for November.

**Resolved:**

The Forward Plan and Overview and Scrutiny Work Programme items were noted.

**(The meeting commenced at 6.30pm and concluded at 7.47pm)**

Signed.....  
(Chair)

Date .....

# Customer & Digital Strategy Year 2 Projects



# Background To Strategy

- Customer & Digital Strategy agreed by Council / presentation O&S Nov 21
- Customer & Digital Strategy Key Objectives
  - To provide the best possible experience of interacting with the Council and ensuring we get things right first time.
  - To provide the preferred method of contact for the customer whilst encouraging residents to go digital and supporting digitally excluded residents to become digitally included.
  - Embed customer engagement and feedback into all areas of the council's digital work and we will consult and engage on all major changes on how we deliver our customer services

- To Use data and customer engagement to understand our customers better and to continually improve the services that we provide.
- To embed a culture within the council where technology is embraced by all staff to improve our services to the customer
- To ensure that all data and systems operated by the council are efficient, secure and safe.

# Strategy Year 1 Plan

## Key Projects

- Deployment of customer messaging, contact centre & virtual phones providing unified communication application - **Complete**
- Upgrade of key Financial applications and compliance with Payment Card Industry Data Security Standards - **Complete**
- Staff management Kelio Time & Attendance - **Phase 1 Implemented App being rolled out to all staff.**
- Contract awarded and scoping complete for Rossendale website to improve customer experience and support Digital First – **Ongoing into year 2**
- GIS development facility providing the ability to develop GIS layers for all service areas now in test, project expanded to include additional areas per planning request – **Partially complete**

# Other Projects Agreed and all completed

- Customer DWP integration Verified Earnings Pension VEP
- Customer interactive messaging
- Customer electronic document management system
- Customer new electronic payments
- Workforce secure email
- Workforce contact centre and virtual phones
- Workforce Microsoft Enterprise Agreement

# Year 2 Projects

## Digital Customer Key Project

- New website (content management system) to improve customer experience and support Digital First
  - Completely new design and more interactivity
  - More flexible – quicker to update
  - Better user experience
  - Reduce time to input and process

# Year 2 Projects

## Digital Infrastructure Key Projects

- New electronic online customer forms package Xforms professional to support new website and Digital First customer approach
- Deployment of Paybridge to support new website financial integration and compliance with Payment Card Industry Data Security Standards
- New production & test hosting platforms for the new website deployed using AWS (Amazon Web Services)
- Upgrade of key Financial applications to support Civica V23.1 UI
- SAP Business Intelligence platform upgrade
- Futures park tenants infrastructure upgrade

# Year 2 Projects

## Digital Security Key Projects

- New WAF's (Website Application Firewalls) to support new website
- Implementation of IDS / IPS (Intrusion Detection & Prevention Systems) to enhance new website security
- Replacement of core firewalls
- Deployment of SIEM solution to provide extra level of security against cyber attacks
- Maintaining accreditation to PSN (Public Services Network)
- Maintaining accreditation to ISO27001:2013 data centres

# Conclusion and Next Steps

- Balanced programme of work to deliver the Corporate Plan
- Capital bids included as part of next years programme
- Additional ongoing revenue implications of capital bids £48k pa
- The majority of projects funded through existing savings, cost efficiencies, existing budgets and added value from suppliers
- Managed through a robust process (Programme Board)
- Capital bids and additional revenue implications to be considered as part of the budget process by Council in Feb 23
- Year 2 programme to be presented to O and S in Nov 2022



<b>Subject:</b>	Authority Monitoring Report for 2021 to 2022	<b>Status:</b>	For Publication
<b>Report to:</b>	Overview and Scrutiny	<b>Date:</b>	14 November 2022
<b>Report of:</b>	Planning Manager	<b>Lead Member:</b>	Deputy Leader of the Council and Lead Member for Planning, Licensing and Enforcement
<b>Key Decision:</b>	<input type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	<b>General Exception</b>	<input type="checkbox"/> <b>Special Urgency</b> <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required:	No	Attached: No
<b>Biodiversity Impact Assessment:</b>	Required:	No	Attached: No
<b>Contact Officer:</b>	Anne Storah / Nat Davies	<b>Telephone:</b>	01706 252418 / 01706 252415
<b>Email:</b>	annestorah@rossendalebc.gov.uk; nathaeledavies@rossendalebc.gov.uk;		

## 1. RECOMMENDATION(S)

- 1.1 To note the contents of the Rossendale Authority Monitoring Report for 2021-22
- 1.2 To recommend the Authority Monitoring Report be published on the Council's website
- 1.3 To recommend the AMR be brought to Overview and Scrutiny on an annual basis, reporting on delivery of the Adopted Rossendale Local Plan.

## 2. EXECUTIVE SUMMARY

- This is the first AMR to report on the policies contained in the Local Plan 2019-2036, which was adopted on 15 December 2021.
- Given the recent adoption of the Plan, in some instance there is limited analysis and assessment that can be made at this stage. Future AMRs will establish patterns and consider if any intervention or early review of the Plan is required.
- Consultation has taken place on a Climate Change Supplementary Planning Document (SPD), which is expected to be adopted in December.
- Housing delivery is improving. Although the Council must apply the principle of sustainable development in determining planning applications for housing, the number of completions for the period 2021/22 is 137, which is 74% of the annual requirement (185 dwellings).
- Almost 2/3rds of housing was delivered on brownfield land.
- 34 affordable dwellings were completed
- There was a net gain of employment land delivered for offices, research and development and light industrial (land use class E(g), general industrial (B2) and storage and distribution (B8) purposes
- The number of planning applications relating to non-serviced overnight accommodation has increased (e.g. glamping pods)
- There has been a net gain of retail and other town centre uses floorspace of 293 sq.m.
- New renewable energy projects were delivered in the Borough including a new large heat pump system

## 3. BACKGROUND

- 3.1 The purpose of the Authority Monitoring Report (AMR) is to assess implementation of the policies contained in the Local Plan (adopted December 2021) and provide an update on the preparation of planning documents

- 3.2 Key information within the AMR includes analysis of the levels of employment land approved and completed. It also details housing approvals and housing completions which inform the Council's Housing Delivery Test (HDT) and the Council's five-year housing land supply calculation.
- 3.3 The AMR has been prepared to echo the chapters in the Local Plan, with every policy (including the strategic policies) having appropriate targets, and triggers to implement any contingencies should the policy not be performing as expected.
- Spatial Strategy
  - Housing
  - Employment
  - Retail
  - Environment
  - Leisure and Tourism
  - Transport

#### 4. DETAILS

- 4.1 The Local Plan was adopted less than a year ago in December 2021. This AMR covers the period from 1 April 2021 through to 31 March 2022. All targets set out in the adopted Local Plan have been identified and where possible data has been provided showing how the policy has been implemented.
- 4.2 It should be noted that given its recent adoption there may be some gaps in the data or trends have not been assessed. Furthermore, due to technical difficulties it has not always been possible to complete the information as the Council is experiencing difficulties with the spatial elements of its planning application database. This will be rectified and should be reported on in the next AMR.

#### Planning Application Data

- 4.3 For context, planning application statistics have been reported on. This records that for this period the Local Planning Authority determined in total 692 planning applications. Over the same period the Council received 806 applications. This includes all types of applications including full applications, outline applications, listed buildings, works to trees, prior approvals and pavement licences etc. Since the start of the plan period in 2019 this has been increasing. For the period 2020 to 2021 the Council determined 619 planning applications. 573 applications were determined in 2019/20.

#### More Detailed Planning Guidance

- 4.4 The Local Plan was adopted in December 2021. The Council is one of fewer than 50% of Councils that have an up-to-date Local Plan<sup>1</sup>. This is the development plan for Rossendale, and supersedes the Core Strategy that was adopted in 2011. The Local Plan contains both strategic and non-strategic policies such as development management policies. It also allocates land for new employment, protects existing employment sites and identifies sites suitable for new housing over the plan period up to 2036. These allocations, together with designations such as Green Belt land, areas of Green Infrastructure etc. are shown on the associated Policies Map. National planning legislation requires that planning applications are

<sup>1</sup> <https://lichfields.uk/blog/2022/may/4/ten-years-of-the-nppf-what-do-we-have-to-show-for-a-decade-of-plan-making/>

to be determined in accordance with the Local Plan unless other material considerations indicate otherwise.

- 4.5 The Local Plan makes reference to the production of more detailed policies on specific matters, including preparing Supplementary Planning Documents (SPDs). Addressing climate change is a key priority for the Council and as a result the first SPD to be produced provides guidance for developers based on: reducing the dominance of fossil-fuelled vehicles; improving energy efficiency and promoting renewables; water interventions; and biodiversity and Green Infrastructure. Following consultation over the summer this SPD is expected to be adopted by the end of the year.
- 4.6 Guidance has also been produced to increase the value of commuted sum payments for off-site **open space provision**. The Open Space SPD pre-dates the Local Plan and is in need of being updated. This will be progressed next year to take account of the new evidence provided in the Open Space, and Playing Pitch and Outdoor Recreation Studies. A note has been added to the existing Interim **Hot Food Takeaway Policy** explaining that childhood obesity rates are higher than the figure set out in Policy R5 of the Local Plan<sup>2</sup> and so no new hot food takeaways will be approved until this figure drops. **Compensation Measures for Green Belt Release**, outlining where greenbelt compensation may be spent to improve access to the remaining Green Belt has been published. This will be updated soon to include the Whitworth housing allocation at Cowm Water Treatment Works, which the Inspectors re-introduced into the Local Plan. More detail in relation to **Policy HS5 on Housing Standards**, meeting higher accessibility standards under the Building Regulations (known as M4(2)) will be published before the end of the financial year.
- 4.7 The AMR contains a timetable showing likely progress of the other identified Supplementary Planning Documents. Documents expected to be progressed in 2022/23 include the Climate Change SPD to adoption, consultation on the Re-use of Employment Land SPD, with adoption in 2023/24.
- 4.8 Both Neighbourhood Planning Forums (Edenfield and Bacup and Stacksteads) are progressing their respective Neighbourhood Plans, which will both incorporate a Design Code.

## Monitoring Local Plan policies

### 4.9 Housing

Although housing completions are still below the housing requirement, they have increased this year, almost doubling last year's figures, with the majority on brownfield land. On-site affordable housing completions have increased too, with no off-site commuted sum payments requested. Approvals for housing are being granted mainly in the key service centres or on allocations, with 7 dwellings approved in the Green Belt being found to accord with national Green Belt policy or have lawful consent. The Council can demonstrate a 7.6 supply of housing land, exceeding the Government's requirement to have a 5-year land supply. No applications were approved on sites delivering 50 or more housing units. To date the Council is meeting the need for approving self-build housing units.

### 4.10 Employment

There has been a small gain of 0.25 ha of employment land approved. Additionally 4 planning permissions were completed providing in total 0.91 ha of employment land. This has been mainly on brownfield land. However, the annual requirement of 1.8 ha of employment land being built out has not been met. Monitoring of this will continue and

<sup>2</sup> i.e. in wards where more than 15% of year 6 pupils or 10% of reception class age are recorded as obese

discussions will take place with colleagues in Economic Development. The Borough has seen a net gain of 436 sq.m in floorspace for commercial, businesses and services uses (not including offices, research and development and light industrial). There were 3 consents approved on Green Belt land. No further progress appears to have been made in respect of the new employment allocations, but the Forward Planning team is working with Economic Development colleagues to monitor progress.

#### 4.11 Retail

Over the monitoring period 2021/22 more than 50% of planning approvals for 'main town centre' uses were located outside the Borough's town centres. This requires further assessment to identify if the policy is working or if there were additional matters that were needed to be taken into account for these specific applications. Also the policy was only adopted in December so covering the last quarter of the monitoring year.

Health checks were undertaken for the defined centres. This shows that vacancy levels have increased for Haslingden, Crawshawbooth and Edenfield and reduced in Bacup, Waterfoot, Stacksteads and Facit. Levels remain stable for the other centres. Further details are given in the Report, together with a map showing the ground floor uses. This has established a baseline for future years. There is currently a moratorium on approving hot food takeaways as childhood obesity levels have been linked to the prevalence of hot food takeaways.

#### 4.12 Environment

Design - There is a need to ensure design briefs, design codes or other methodologies accompanying large scale planning applications in accordance with policy ENV1. The need for the Council to prepare a design code is becoming increasingly important and it is expected that this Borough-wide Code will build on the work being undertaken for the Neighbourhood Plans. In addition the Climate Change SPD will encourage more sustainable development in the Borough.

Heritage Assets – work is progressing for the Bacup High Street Heritage Action Zone and the 'Big Lamp' project in Haslingden. The number of assets listed on Historic England's Heritage at Risk Register has not changed. The Council is assisting Growth Lancashire's work on preparing a local list.

The state of the Borough's SSSIs (Site of Specific Scientific Interest) has been logged and will be assessed over the plan period to ensure their conditions improve. Generally the SSSI's status is good apart from the West Pennine Moors where only 1 unit out of 8 is in a favourable condition. Given the recent introduction of the Local Plan there are no figures relating to Biodiversity Net Gain for this monitoring period. As the Regulations are announced the Council will work with other districts in Lancashire to ensure that development contributes to at least a 10% net gain in biodiversity.

Air quality in the main appears to be improving but there has been a decline along Grane Rd.

Renewable energy - No new wind turbines were approved though other projects were consented, e.g. for biomass boilers and a heat pump.

Flooding – No applications were granted contrary to the advice of the Environment Agency. The Lead Local Flood Authority (LLFA) is also a statutory consultee and made 33 comments on planning applications during 2021/22. The recommendations provided by the LLFA were followed and added to the decision notice, including SuDS provision

#### 4.13 Tourism and Leisure

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Planning approvals for overnight accommodation have increased, although national data show that the number of bed spaces has declined. Tourism continues to play a small part of Rossendale's economy, contributing just 1% towards the county's tourism industry. A community centre in Whitworth was lost as the building was converted to a dwelling. Monitoring needs to continue.

#### 4.14 Transport

The Council continues to pursue a commuter service on the East Lancashire Railway line as well as improvements to the Gyratory, which is a busy junction in Rawtenstall, and other locations. This has included making applications to the Levelling-Up Fund. In addition cycleways are being created, and the Council is assisting LCC with the Local Cycling and Walking Infrastructure Plan.

#### 4.15 Summary

As noted, this is the first AMR to be produced that reports on the policies in the adopted Local Plan, and will provide the baseline for future years' monitoring. The Report also highlights the progress made on the preparation of neighbourhood plans and supplementary planning documents. Some indicators have been difficult to monitor due to a glitch in the Council's mapping system; this is being looked into.

### 5. RISK

There are no specific risk issues for members to consider arising from this report. However, as discussed above regular monitoring will continue and another Report brought back to Overview and Scrutiny next year covering the period 2022/23 to assess how planning policies are being implemented and if the contingencies for any policies need to be addressed. This may result in review of certain policies or the whole Local Plan. This would have financial implications.

### 6. FINANCE

There are no additional financial implications arising from this report.

### 7. LEGAL

There are no legal implications arising from this report.

### 8. POLICY AND EQUALITIES IMPLICATIONS

There are no policy or equality issues arising from this report.

### 9. REASON FOR DECISION

This report is for information only. As the Local Plan was only adopted late last year it is still too early to identify trends that may indicate the planning policies are not being implemented effectively or not having the intended outputs, and so in need of further consideration or review. The AMR for 2022/23 will be brought back to be considered by the Overview and Scrutiny Committee next year.

Background Papers	
Document	Place of Inspection
Rossendale Authority Monitoring Report 2021-22	Draft Version attached

# Authority Monitoring Report (AMR)

2021/2022

Produced by **Forward Planning** – October 2022



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# Introduction

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Welcome to the Authority Monitoring Report (AMR). This AMR covers the period from 1<sup>st</sup> April 2021 up to 31<sup>st</sup> March 2022.

The Rossendale Local Plan 2019 to 2036, which this document monitors, was formally adopted by the Council on the 15<sup>th</sup> December 2021. The adopted Local Plan contains targets and indicators for each Policy, in order to provide users of this document with as much information as possible and to provide a baseline for future monitoring we have structured this document in line with the Local Plan targets.

Every effort has been made to ensure the accuracy of the information; however, due to the changes in monitoring procedures some figures may have been rounded up or down or may not be available at this time.

Feedback on the structure and how the information is set out is appreciated. Please send any comments to Forward Planning at [forwardplanning@rossendalebc.gov.uk](mailto:forwardplanning@rossendalebc.gov.uk) or ring 01706 252412 / 252415 / 252418.

# Executive Summary

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This document includes information on implementation of the Rossendale Local Plan 2019 to 2036 for the period 2021/2022.

This AMR is the first to monitor the new targets and indicators set out in the Rossendale Local Plan 2019 to 2036 following its adoption in December 2021.

Although the emerging Local Plan had some weight in the determination of planning applications, it was not until December 2021 that the Local Plan was fully adopted. This AMR covers the 12-month period starting 1 April 2021 so it does not yet cover a full year of the Local Plan being in place.

Increasing pressures on local government have made it more difficult to maintain accurate data records. This has been the case both at County and District level. At County level in particular the monitoring of biodiversity, accessibility and Public Rights of Way data has greatly reduced or disappeared completely.

The report identifies a number of key points:

- Housing delivery fell below the requirement for 21/22, however delivery has increased significantly from the previous two monitoring periods.
- About 64% of housing delivery occurred on previously developed land
- 34 affordable dwellings were delivered within the borough in 21/22, accounting for 48% of all dwelling completions on major sites.
- There was a net gain of employment land delivered for offices, research and development and light industrial (land use class E(g), general industrial (B2) and storage and distribution (B8) purposes
- There has been a net gain of retail and other town centre uses floorspace of 293 sqm.
- New renewable energy projects were delivered in the Borough including a new heat pump system near Shuttleworth.

The Council has updated its Brownfield Land Register which is published on its website at [https://www.rossendale.gov.uk/downloads/download/10897/brownfield\\_land\\_register](https://www.rossendale.gov.uk/downloads/download/10897/brownfield_land_register) and on the data.gov.uk website.

The Council has also established a database of people who are interested in self-build and custom build housing, in line with current statutory requirements. This is to identify the level of demand for self-build/custom build within Rossendale. As of 31<sup>st</sup> March 2022 there were 44 individuals and no associations listed on the Self-Build and Custom House-building Register.

The Housing Delivery Test (HDT) has been introduced by the Government to monitor the completions of new dwellings in each Local Planning Authority against their housing need. The HDT results published in January 2022 show that Rossendale delivered 57% of its housing requirement therefore the presumption in favour of sustainable development applies. In terms of housing completions during 2021/2022 Rossendale Borough Council delivered 74% of the annual dwelling requirement (137 dwellings delivered against a requirement of 185 dwellings).

# Overview

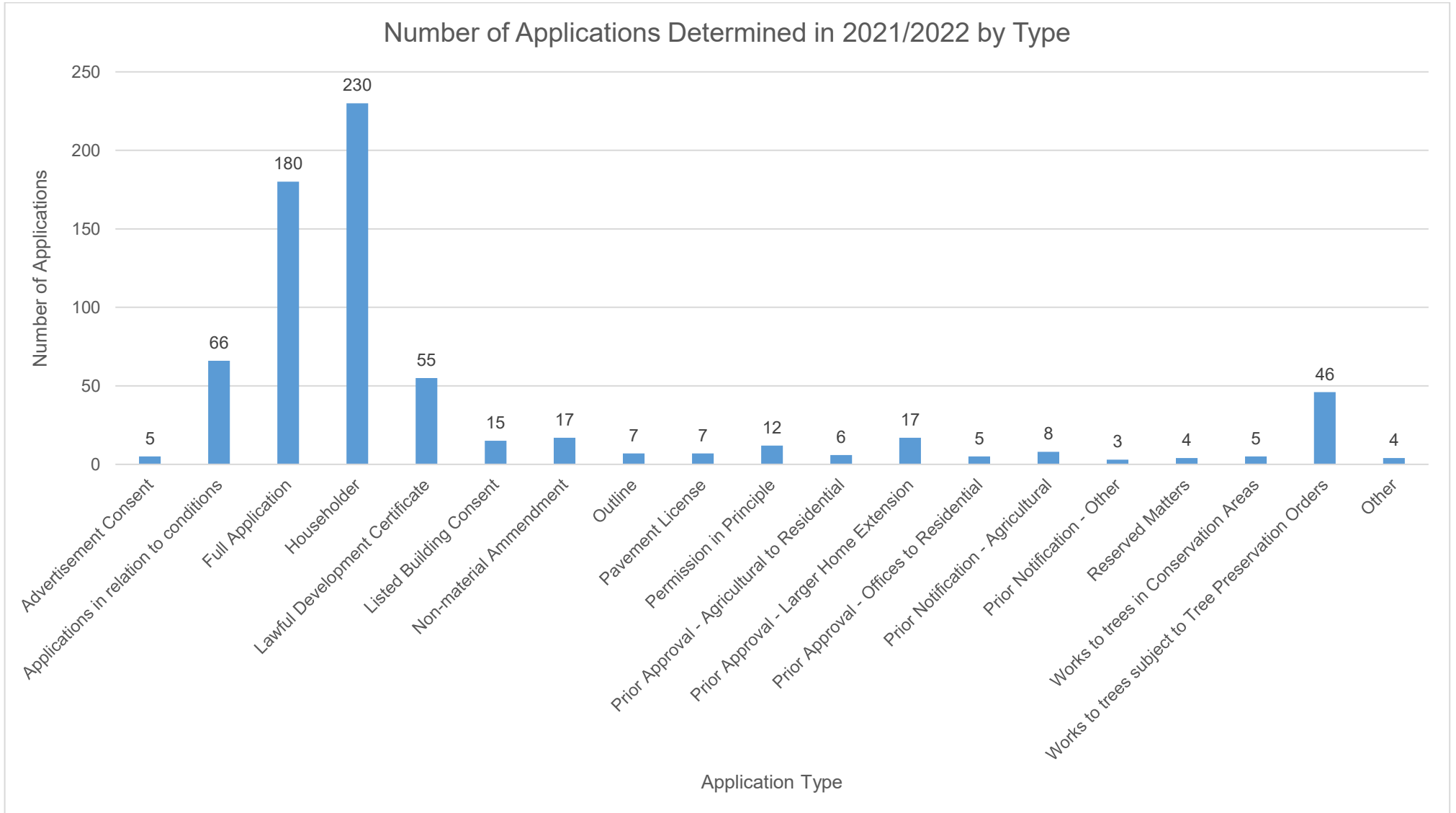
Between 1<sup>st</sup> April 2021 and 31<sup>st</sup> March 2022 – 692 planning applications were determined for a whole range of different types of development. This included 180 Full Applications, 66 Applications in relation to Planning Conditions, 55 Lawful Development Certificates and 46 applications for works to trees subject to Tree Preservation Orders.

In total 692 planning applications were determined in 2021/22. Over the same period the Council received 806 applications. This includes all types of applications including full applications, outline applications, listed buildings, works to trees, prior approvals and pavement licences etc. Since the start of the plan period in 2019 this has been increasing. For the period 2020 to 2021 the Council determined 619 planning applications. 573 applications were determined in 2019/20.

The most frequently determined applications were for Householder Planning Consent with 230 applications being decided in 21/22.

The bar chart on the next page illustrates the proportion of applications received for each of the types of planning permission:

Figure 1: Planning Application Analysis



Source: Idox Planning System

## Definition of Types of Applications

Advertisements	Shop signs and other advertisements large enough to need planning consent
Certificate of Lawful Development	Confirmation that existing or proposed developed is lawful and does not require planning permission
Change of Use	Change from one planning use class to another e.g. shop to an office, house to shop etc.
Discharge of Conditions	Conditions are often attached to planning permissions that need further details to be submitted and approved by the council at certain stages – the process is called ‘discharge of conditions’
Householder Developments	Works or Extension to a Dwelling i.e. proposals to alter or enlarge a single house, including works within the curtilage (boundary/garden) of a house. For example, extensions to houses, conservatories, loft conversions etc.
Listed Building Consent	An application required to alter or extend a listed building in a way that affects its character or appearance as a building of special architectural or historic interest, or demolish it
Major Dwellings	10 houses or more or sites of 0.5 hectares or more (if the number of dwellings is not known)
Major Other	Where the floor space to be built is 1,000 square metres or more, or where the site area is 1 hectare or more
Minor Dwellings	Less than 10 houses
Minor Industrial	Industrial development of less than 1000 square metres
Minor Office	Office development of less than 1000 square metres
Minor Other	Extensions to non-residential properties, minor engineering works etc.
Minor Retail	Retail development of less than 1000 square metres
Neighbouring Authority	Consultation with a neighbouring local authority or Lancashire County Council
Non-material Amendment	An application for a small change to an existing permission – for example, that does not vary significantly from what was described on the planning permission and that does not conflict with any conditions or planning policy
Other Developments	Any type of development not covered in the other categories
Other Major Development	Any development over 1000 square metres that would not be classed as industrial, office or retail i.e. Theatre, car show room etc.

Pre-Applications	Advice given before a planning application is submitted
Prior Approval / Notifications	Notification of works that do not require planning permission i.e. Agricultural buildings or demolitions, telecoms etc.
Reserved Matters	An application for the outstanding reserved matters from an outline permission i.e. the information excluded from the initial outline planning application
Screening Opinion	Advises whether an Environmental Impact Assessment is required to be submitted with a planning application
Variation of condition	An application to vary a condition(s) previously imposed on a planning permission

# Chapter 1: Progress According to the Adopted Planning Policy Timetable (LDS)

The latest Local Development Scheme agreed by Council at its meeting of 23<sup>rd</sup> December 2019 is shown below.

## **Figure 2: Tables of the Local Development Scheme as published in December 2019**

**Table 1: Rossendale Local Plan (2019-2034), Preparation Stages and alignment with Town and Country Planning (Local Planning) (England) Regulations 2012 (effective from 24 December 2019)**

<i>Draft Plan (Reg 18)</i>	<i>Publication (Reg 19)</i>	<i>Submission to Planning Inspectorate (Reg 22)</i>	<i>Examination in Public (Regs 23 and 24)</i>	<i>Inspector's Report (Reg 25)</i>	<i>Adoption by Council (Reg 26)</i>	<i>Next Draft Plan</i>
July 2017	August 2018	March 2019	Hearings held September to October 2019  Gypsy & Traveller Hearing held June 2020  Main Modifications consultation held August 2021	<del>November 2020</del>  November 2021	<del>December 2020</del>  December 2021	Continue to prepare the AMR and decide by December 2026 if the Local Plan should be reviewed.  Produce further planning guidance (e.g. SPDs)

*Stages in grey text have already taken place.*

This was prepared immediately after the Examination Hearings which took place in September/October 2019, and ahead of the pandemic and national lock-down which commenced in March 2020. Since the publication of the LDS, the Council undertook work and consulted on Further Actions that were requested by the Inspectors, and held an Additional Hearing in June 2020 to discuss the Gypsy Transit site allocation. The Inspectors issued their Post-Hearing Letter in June 2020 advising that subject to main modifications the Local Plan could be capable of being found legally compliant and sound. The Council worked with the Inspectors and the Main Modifications consultation took place between September and October 2021, the Inspector's report was then received in November 2021 and the Council adopted the Local Plan in December 2021.

**Table 2: Potential CIL timetable and alignment with the Community Infrastructure Regulations 2010**

<b><i>Consultation on Preliminary Draft Charging Schedule &amp; other documentation (Reg 15)</i></b>	<b><i>Consultation on draft Charging Schedule &amp; other documentation (Reg 16)</i></b>	<b><i>Submission to Planning Inspectorate (Reg 19)</i></b>	<b><i>Examination in Public (Reg 20)</i></b>	<b><i>Inspector's Report (Reg 23)</i></b>	<b><i>Adoption by Council</i></b>
TBC	TBC	TBC	TBC	TBC	TBC

\* A decision has not yet been taken by the Council in respect to the Community Infrastructure Levy. If it is decided to proceed, documentation will include information on Infrastructure requirements, viability and other funding sources for infrastructure as well as the Charging Schedule.

**Table 3: Supplementary Planning Documents (SPDs) to accompany the adopted Local Plan**

The following SPDs are referenced in the Rossendale Local Plan 2019 to 2036.

<b>Supplementary Planning Document (SPD)</b>	<b>Related policy in emerging Plan</b>	<b>New or update existing?</b>	<b>Likely content</b>	<b>Expected Start Dates</b>
Climate Change	ENV1 / ENV9	New	The Climate Change SPD will focus on 4 principles: Reducing the dominance of fossil-fuelled vehicles via encouraging sustainable and more active transport; Improving energy efficiency and promoting renewables in the Borough; Water interventions; Biodiversity and Green Infrastructure.	Consultation took place in July / August 2022. Final version expected to go to Cabinet in Dec 2022



Affordable housing	HS3	New	Further guidance on: provision for specific groups, such as elderly persons' accommodation; expected tenure mix e.g. social rented, affordable rented, intermediate housing; assessment of viability.	Spring 2023
Open Space and Playing Pitches	HS6 / HS7	Update to take account of new policy and evidence	Requirements for developers in relation to amount and size of open space to be provided or expected financial contributions / Local playing pitch standards and expected financial contributions. Informed by the Playing Pitch Strategy and any updates	Summer 2023
Update on Alterations and Extensions to Residential Properties	HS9	Refresh to take account of new policy/guidance	General principles and guidelines that the Council will use to assess proposals for domestic extensions. Update in relation to permitted development right changes which have taken place since existing guidance was published.	2023/24
Update on Conversion and Re-Use of Rural Buildings in the Countryside	HS12	Refresh to take account of new policy	Advice for those converting an existing building in the countryside to another use; general principles and more detailed design guidance used to assess development proposals.	2023/24
Criteria for the Re-use of Employment Land	EMP3	New	Further guidance on the criteria, including marketing and viability assessment, which proposals for change of use from employment to another use will be assessed against.	Early 2023
Viability and Vitality of Town Centres	R1	New – if considered necessary	Further guidance on assessing retail and other uses in centres, particularly in relation to effect of proposed development on the viability and vitality of centres.	2023/24
Hot Food Takeaways	R5	Refresh to take account of any new policy/guidance	Further detailed guidance on the criteria in the policy such as location, design, effect on public health and amenity – with particular regard to tackling obesity.  The Council has updated guidance on the website in light of the recorded Childhood Obesity figures. The Local Plan Policy R5 is being implemented to refuse Hot Food Takeaway applications. Updated figures are due imminently.	2023/24
Update SPD on Shopfront Design	R6	Refresh if necessary	Further guidance on good practice in the design of new shopfronts and the improvement of existing frontages.	2023/24

Biodiversity, Geodiversity and Ecological Networks	ENV4	New	Further details on Rossendale's ecological network to supplement the existing map.	The Council is awaiting forthcoming regulations regarding Biodiversity before drafting this SPD
Gypsy and Traveller - Negotiated Stopping Places Policy and GTAA	HS14	New	A Negotiated Stopping Policy to proactively help Gypsy and Traveller communities find suitable places to stop.	2023
Design Guide	ENV1	New	Design briefs or design codes will be required for major development and other sites as appropriate to help deliver high quality proposals. The Council will work with developers to address the nature and scope of these documents.	Summer 2023
More detail on Green Belt Compensation	SD4	New	The Council have prepared and consulted on this as part of the Examination, but the Inspectors added in a GB site they had previously suggested should be removed - Cowm Water Treatment Works.	Early 2023

## Neighbourhood Plans Progress

[Two Neighbourhood Forums](#) have been established in Rossendale with Neighbourhood Planning Areas established for both Edenfield and Bacup and Stacksteads. Preparing Neighbourhood Plans must be undertaken in line with the relevant legislation as once adopted they will form part of the Development Plan for Rossendale, along with the adopted Local Plan.

Following formal designation, the Forum (as the Qualifying Body) has 5 years to prepare the Neighbourhood Plan. No other Forums can be designated for the same Neighbourhood Area until that designation is withdrawn or expires. The Forum drafts proposals and prepares documents including the basic conditions statement. It then undertakes pre-submission publicity and consultation, and considers the responses received before submitting the Neighbourhood Plan to the Local Planning Authority, which checks that the document complies with the relevant legislation. If the Neighbourhood Plan does meet the legal requirements the LPA must publicise it for at least 6 weeks and invite representations. It must appoint an independent examiner, who will examine the documents, issuing a report for publication then to the LPA and Neighbourhood Forum. The LPA then decides if the Neighbourhood Plan should be sent to referendum. If so, following suitable notice, polling will take place within the Neighbourhood Planning area. For the plan to come into force as part of the statutory development plan for the area, more than 50% of those voting must be in favour.

The Edenfield Neighbourhood Community Forum was formally designated on 22 April 2018 to prepare the Neighbourhood Plan for Edenfield, as depicted on the Map of the Area. The Forum is preparing the Neighbourhood Plan and expects to consult formally on the Regulation 14 version later this year/early 2023 prior to submission for examination. Further information is available at [Edenfield Community Neighbourhood Forum \(edenfieldcommunityforum.uk\)](https://edenfieldcommunityforum.uk)

The Bacup and Stacksteads Neighbourhood Forum was designated on 16 April 2020. The Forum is preparing a Design Code, having been awarded £30,000 from DLUHC (Department for Levelling Up, Housing and Communities) in March 2022. No dates for examination are as yet known. Further information is available at [www.bsnf.org.uk](https://www.bsnf.org.uk) | [Bacup and Stacksteads Neighbourhood Forum](https://www.bsnf.org.uk).

# Chapter 2: Spatial Strategy

This section reports on the progress made during 2021/22 in working towards achieving the objectives of the spatial strategy. These are assessed against targets which are established within the Local Plan.

Each policy is dealt with in turn and will set out what progress has been made towards achieving each of the relevant targets set out in the Local Plan and what has happened over the past monitoring period.

This report will enable members of the public and organisations to monitor and assess how the area is developing as a whole, looking at all the relevant factors that could affect the delivery of the policy and the Local Plan.

## Strategic Policy SS: Spatial Strategy

This is the overarching policy which runs through the Local Plan. This policy sets out the main principles applicable to development in Rossendale and sets out in general terms where development should be located.

*“To focus growth and investment in Key Service Centres, on major sites and on well-located brownfield sites, whilst protecting landscape, character and rural areas. Encourage appropriate scale of growth and investment in Local Service Centres.”*

Target	Majority of growth to occur in Key Service Centres, with proportionate growth in the other Centres		
Progress towards Target	Number / proportion of permissions and completions for residential development:		
	<b>Settlement Hierarchy</b>	<b>21/22 Approvals (no. of units)</b>	<b>21/22 Completions (no. of units)</b>
	Key Service Centres (Rawtenstall, Bacup, Haslingden, Whitworth)	84 (22 from Housing Allocation H18 <sup>1</sup> and 1 from H55)	59 (12 from Housing Allocation H19, 6 from H23, 2 from H62, 17 from H10 and 4 from H9)
	Urban Local Service Centres (Waterfoot, Edenfield, Stacksteads, Crawshawbooth, Helmshore)	16 (2 from Housing Allocation H21)	48 (34 from Housing Allocation H55)
	Rural Local Service Centres (Loveclough / Goodshaw, Water, Weir, Whitewell Bottom, Broadley / Tonacliffe, Facit, Britannia, Stubbins, Newchurch, Rising Bridge, Shawforth)	0	10 (7 from Housing Allocation H14 and 3 from Housing Allocation H11)
	Other areas (smaller villages and substantially built-up frontages) (Acre, Chatterton, Cowpe, Ewood Bridge, Irwell Vale, Turn, Sharneyford, Lumb)	30 from Housing Allocation H64	0
	Other areas (countryside, Green Belt)	22	20

<sup>1</sup> For further information on Housing Allocations

<b>Trigger to Implement Contingencies</b>	<ol style="list-style-type: none"> <li>1. More development occurring outside of the Key Service Centres than inside</li> <li>2. Disproportionate amount of growth in the smallest centres or outside of centres</li> </ol>
<b>Trigger Met</b>	<p>55.3% of approvals for dwellings were on land within Key Service Centres in 21/22, therefore the trigger was not met for approvals.</p> <p>However, only 43% of completions took place within the Key Service Centres in 21/22. This can mainly be attributed to a large quantity of dwellings being delivered within the Urban Local Service Centre of Waterfoot where Housing Allocation H55 is being rapidly built out.</p>
<b>Contingencies</b>	Continue to ensure that the majority of approvals are taking place within Key Service Centres or on Housing Allocations. If the majority of approvals begin to take place outside of these areas then it may be necessary to revise the data on the distribution / location of housing need and demand.

## Policy SD2: Urban Boundary and Green Belt

*“To direct the majority of growth to land within the Urban Boundary; to ensure countryside development is only allowed where a countryside location is essential.”*

<b>Target</b>	<b>No applications granted permission which are contrary to national policy in relation to the Green Belt</b>		
<b>Progress towards Target</b>	<b>Number / % of dwellings approved on sites within the Urban Boundary (UB) / Countryside not designated as Green Belt (CS) / Green Belt (GB):</b>		
	<b>Urban Boundary</b>	<b>Countryside</b>	<b>Green Belt</b>
	129 / 84.9%	16 / 10.5%	7 / 4.6%
	<b>Number / % of dwellings completed on sites within UB / CS / GB:</b>		
	<b>Urban Boundary</b>	<b>Countryside</b>	<b>Green Belt</b>
	109 / 79.6%	26 / 18.9%	2 / 1.5%
	In 21/22 there was only recorded development on one application for residential development (2018/0611) on Green Belt land. This was solely on 1.48ha of Greenfield land.		
	<b>Number / % of commercial development (Class E) approved on sites within UB / CS / GB</b>		
	<b>Urban Boundary</b>	<b>Countryside Not Designated as Green Belt</b>	<b>Green Belt</b>
	21 / 95%	0 / 0%	1 / 5%

The majority (95%) of proposals involving a Class E (Commercial, Business and Services) component approved in 2021/22 were located within the Urban Boundary. One permission was granted at a farm location within the Green Belt (2021/0186).

**Number / % of commercial development (Class E) completed on sites within UB / CS / GB**

Urban Boundary	Countryside Not Designated as Green Belt	Green Belt
10 / 86%	0 / 0%	0 / 0%

In 2021/22, all completions related to Class E were located within the Urban Boundary.

**Number / % of employment development (Class B2 and B8 only) approved on sites within UB / CS / GB**

Urban Boundary	Countryside Not Designated as Green Belt	Green Belt
3 / 60%	0 / 0%	2 / 40%

Three applications related to B2 (General Industrial) or B8 (Storage and Distribution) approved in 2021/22 were located within the Urban Boundary, however two approvals were on land within the Green Belt (2021/0086 and 2021/0404).

**Number / % of employment development (Class B2 and B8 only) completed on sites within UB / CS / GB**

Urban Boundary	Countryside Not Designated as Green Belt	Green Belt
2 / 67%	0 / 0%	1 / 33%

In 2021/22, 2 developments were completed within the Urban Boundary (2018/0437 and 2019/0266) and one was considered lawful within the Green Belt (2021/0404).

**Trigger to Implement Contingencies**

One or more applications granted contrary to national policy in relation to the Green Belt.

**Trigger Met**

3 applications for employment or commercial use (Class E, B2 or B8) were approved on Green Belt land in 2021/22. One related to the conversion of an agricultural building into an office space (2021/0186), another certified that the use of a land for storage and distribution was lawful due to the passage of time (2021/0404) and the third approved the change of use of a former coal yard into a storage for caravans. These approved developments were either in accordance to the national Green Belt policy or considered lawful due to the passage of time.

**Contingencies**

The trigger is not considered to have been met. New Green Belt boundaries have been adopted as part of the Local Plan in December 2021 drawing on information from Borough wide Green Belt Review undertaken in 2016.

## Policy SD3: Planning Obligations

*“To ensure new development contributes to infrastructure provision, where the development increases need.”*

<b>Target</b>	<b>Secure planning obligations on all applicable planning permissions</b>			
<b>Progress towards Target</b>	<b>In 2021 / 2022 s106 agreements were signed for 3 major developments:</b>			
	2020/0436 - Rear of 85 Grane Road			
	2020/0363 - Land at the Former Forest Mill, Henrietta Street			
	2019/0405 - Irwell Vale Mill Aitken Lane			
	<b>Financial s106 contributions were received for:</b>			
	<b>Planning Reference</b>	<b>Address</b>	<b>Type</b>	<b>Money</b>
	2003/451	Scout Moor (Wind farm)	Scout Moor Habitat Rehabilitation Fund	£13,370
	2016/0267	Land at Reedsholme Works	Refuse Bins	£9,700
	2016/0267	Land at Reedsholme Works	Public Open Space	£143,067
	<b>Financial s106 contributions were spent on:</b>			
<b>Planning Reference</b>	<b>Address</b>	<b>Type</b>	<b>Money</b>	
2004/012	Former Chapel York St Crawshawbooth	Bus Shelters	£4,110	
2004/401	Douglas Rd/Tong Lane Bacup	Landscaped Area Maintenance	£10,000	
2006/696	Land off Burnley Rd East, Whitewell Bottom	Public Open Space maintenance	£1,968	
2010/0667	Land at Orama Mill, Whitworth	Public Open Space	£19,221	
2016/0228	Land at Croft End Mill, Stubbins	Public Open Space	£7,024	
2018/0039	Horse & Jockey, 85 Market St, Edenfield	Upgrading Bus Stops	£5,000	
<b>Trigger to Implement Contingencies</b>	<ol style="list-style-type: none"> <li>1. Not meeting policy requirements for contributions.</li> <li>2. Limited / no annual payments received</li> </ol>			
<b>Trigger Met</b>	No.			
<b>Contingencies</b>	Continue to work proactively to secure developer contributions and allocate funds accordingly. More detail will be provided in the Council's Infrastructure Funding Statement			

# Chapter 3: Housing

This section will report on the progress made over the plan period (2019-2036) in working towards achieving the aim of each of the housing policies. These policies are assessed against targets which are established in the Local Plan.

Each policy is dealt with in turn and will set out what progress has been made towards achieving each of the relevant targets set out in the Local Plan and what has happened over the past 12 months.

This report will enable members of the public and organisations to monitor and assess how the area is developing as a whole, looking at all the relevant factors that could affect the delivery of the policy and the Local Plan as a whole.

## Strategic Policy HS1: Meeting Rossendale’s Housing Requirement

*“To address housing need and meet delivery targets and to provide an appropriate range of sizes and types of dwellings across the Borough.”*

<b>Target</b>	<b>208 dwellings delivered per annum years 2018/19 and 2019/20 and 185dpa years 2020/21 to 2035/36 (including 20% buffer); 3,191 dwellings to be delivered over Plan period 2019-36</b>								
<b>Progress towards Target</b>	<table border="1"> <thead> <tr> <th>Monitoring Period</th> <th>Net dwelling completions</th> </tr> </thead> <tbody> <tr> <td>2019/2020</td> <td>94</td> </tr> <tr> <td>2020/2021</td> <td>77</td> </tr> <tr> <td>2021/2022 (last financial year)</td> <td>137</td> </tr> </tbody> </table> <p>Net housing completions since the start of the Plan period is 308. This represents an undersupply of 293 dwellings when compared to the housing requirement over these three monitoring periods.</p> <p>Rossendale Borough Council can demonstrate a 7.6 year supply of housing against the housing requirement of 185 dwellings per annum, inclusive of the backlog and 20% buffer.</p> <p>The most recent 5-Year Housing Land Supply contains more detailed information: <a href="https://www.rossendale.gov.uk/downloads/file/17549/5_year_housing_land_supply_2022">https://www.rossendale.gov.uk/downloads/file/17549/5_year_housing_land_supply_2022</a></p>	Monitoring Period	Net dwelling completions	2019/2020	94	2020/2021	77	2021/2022 (last financial year)	137
Monitoring Period	Net dwelling completions								
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2020/2021	77								
2021/2022 (last financial year)	137								
<b>Trigger to Implement Contingencies</b>	Shortfall in 5-year supply greater than 1 year.								
<b>Trigger Met</b>	No, the 5 Year Housing Land Supply demonstrates a supply exceeding 5 years.								
<b>Contingencies</b>	The results of the Housing Delivery Test published in January 2022 show that Rossendale delivered less than 85% of the annual housing requirement (57% was delivered). As such, a 20% housing land supply buffer has been applied, as well as a presumption in favour of sustainable development. A Housing Action Plan has also been drafted which is available <a href="#">here</a> . However, the number of housing completions								



	has increased during 2021/22 with 137 dwellings delivered against a requirement of 185 dwellings (74% of the annual requirement).
<b>Target</b>	<b>30% of dwellings to be delivered on Previously Developed Land (PDL)</b>
<b>Progress towards Target</b>	<p><b>Net no. dwellings approved on PDL in last financial year</b></p> <p>91 dwellings were approved on PDL (60%)</p> <p>61 dwellings were approved on Greenfield land (40%)</p> <p><b>Net no. dwellings completed on PDL in 2021/2022</b></p> <p>88 dwellings were completed on PDL (64%)</p> <p>49 dwellings were completed on Greenfield land (36%)</p>
<b>Trigger to Implement Contingencies</b>	Less than 30% of dwellings delivered on PDL
<b>Trigger Met</b>	No, more than 30% of dwellings delivered were on PDL.
<b>Contingencies</b>	Continue to update and publicise the Brownfield Register in order to encourage the re-use of Previously Developed Land.

<b>Indicator</b>	<b>Number of detached / semi-detached / terrace / apartment approved / completed</b>																				
<b>Results</b>	<p>Approved 21/22:</p> <table border="1"> <thead> <tr> <th>House type</th> <th>Detached</th> <th>Semi</th> <th>Apartment</th> <th>Terrace</th> </tr> </thead> <tbody> <tr> <td>Number</td> <td>30</td> <td>7</td> <td>35</td> <td>41</td> </tr> </tbody> </table> <p>Completed 21/22:</p> <table border="1"> <thead> <tr> <th>House type</th> <th>Detached</th> <th>Semi</th> <th>Apartment</th> <th>Terrace</th> </tr> </thead> <tbody> <tr> <td>Number</td> <td>45</td> <td>55</td> <td>36</td> <td>3</td> </tr> </tbody> </table> <p>The total number of approvals / completions reported per house type may not reflect the total number of approvals / completions reported elsewhere due to losses of dwellings not being incorporated into the results for this section.</p>	House type	Detached	Semi	Apartment	Terrace	Number	30	7	35	41	House type	Detached	Semi	Apartment	Terrace	Number	45	55	36	3
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Number	45	55	36	3																	

<b>Indicator</b>	<b>Number of 1 / 2 / 3 / 4 / 5+ bed dwellings approved / completed</b>																								
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The total number of approvals / completions reported per bedroom number may not reflect the total number of approvals / completions reported elsewhere due to losses of dwellings not being incorporated into the results for this section.

**Indicator** **No. of dwellings approved/completed specifically for; Older people, People with disabilities, Private rented sector, Self-build and custom build, and Student housing**

Results	Category	21/22 Approvals	21/22 Completions
	Older People and People with disabilities (M4(2))*	M4(2) = 0 Elderly Care Facilities = 0	M4(2) = 0 Elderly Care Facilities = 0 A 22 bedroom care facility for adults and the elderly with learning difficulties was constructed (2017/0590)
	Private rented sector	Unknown	Unknown
	Self-build and custom build	2 (31/10/20 – 30/10/21)**	2
	Student housing	0	0

\*This relates to Optional Standards M4(2) of the Building Regulations

\*\*This information will be updated as part of the annual return to DLUHC, you can find more information on this [here](#)

**Target** **456 dwellings to be delivered in Edenfield Community Neighbourhood Plan (NP) Area**

**Progress towards Target**  
No dwellings have been delivered on any of the Edenfield Housing Allocations (H65 / H66 / H67)  
No dwellings were recorded as being delivered within the Edenfield NP area in 21/22.

**Trigger to Implement Contingencies**  
None of the housing allocations within the Edenfield NP have full planning permission by Year 5 (23/24) of the Plan.

**Trigger Met** No

**Contingencies** Work with landowners and developers towards obtaining planning permission across the housing allocations in the Edenfield NP area.

**Target** **Reduction in no. of homes that have been empty for more than 2 years**

**Progress towards Target**  
As of 23/09/2022 there were 173 properties in Rossendale classed as vacant (unoccupied and unfurnished).

**Trigger to Implement Contingencies**  
There is a rise in the number of empty properties.

<b>Trigger Met</b>	No, the target will be monitored in subsequent AMRs.
<b>Contingencies</b>	Identify problems and causes of vacancy and work with key partners to assist in bringing dwellings back into use targeting persistent long-term vacancies.

## Policy HS2: Housing Site Allocations

*“To direct housing development to appropriate locations and to maximised the re-development of brownfield land for housing.”*

<b>Target</b>	<b>75% of development to take place on allocated sites</b>
<b>Progress towards Target</b>	No. of completions on allocated sites, split by PDL and greenfield  In 21/22 there were 91 completions on allocated sites (66 on PDL / 25 on greenfield), representing 66% of the total completions There were 46 completions on unallocated sites (22 on PDL / 24 on greenfield), representing 34% of the total completions.
<b>Trigger to Implement Contingencies</b>	More than 25% of development on unallocated sites
<b>Trigger Met</b>	Yes, 34% of completions were on unallocated sites
<b>Contingencies</b>	Identify problems and potential causes of variants and identify measures to address them.

<b>Target</b>	<b>70% of sites on the brownfield register brought back into use</b>
<b>Progress towards Target</b>	No. of Completions on sites on the brownfield land register  On the 2021 Brownfield Register (last updated December 2021) there were 21 sites identified with a capacity to deliver approximately 356 dwellings. As of 31/03/2022 there had been no further completions on any of these 21 sites, however there are numerous permissions granted on the sites and some are marked as under construction.  You can find more details on the <a href="#">2021 Brownfield Register here</a> .
<b>Trigger to Implement Contingencies</b>	Less than 70% of sites on the brownfield register brought back into use over the Plan period.
<b>Trigger Met</b>	No
<b>Contingencies</b>	Continue to update and publicise the Brownfield Register to encourage the re-use of Previously Developed Land.

<b>Target</b>	<b>All applications of 50 or more dwellings accompanied by a masterplan</b>
<b>Progress towards Target</b>	No applications were approved for 50 or more dwellings in 2021/2022.
<b>Trigger to Implement Contingencies</b>	Anything less than 100%
<b>Trigger Met</b>	No.
<b>Contingencies</b>	Require a masterplan to accompany any applications for 50 or more dwellings.

## Policy HS3: Affordable Housing

*“To ensure provision of appropriate levels of affordable housing to meet identified needs.”*

<b>Target</b>	<b>75% of new housing completions on major sites meeting adopted policy on affordable housing</b>
<b>Progress towards Target</b>	In 2021/2022 there were 71 completions on major sites (permissions with 10 or more dwellings). 34 (48%) of which were affordable dwellings.  In 2021/2022 there were 2 major residential applications approved which were eligible for s106 contributions (2019/0405 & 2020/0436). The outline approval at Irwell Vale Mill (H64) agreed to provide 30% on-site affordable housing (2019/0405). Of the 2 major applications there are 43 dwellings approved, 9 of which are affordable, equating to a 21% average affordable dwelling contribution.
<b>Trigger to Implement Contingencies</b>	More than 25% of new housing completions not meeting the adopted policy on affordable housing
<b>Trigger Met</b>	No. Policy HS3: Affordable Housing details a requirement for major developments to provide 30% on-site affordable housing subject to site and development considerations.
<b>Contingencies</b>	Liaise with developers to understand why targets are not being met and identify barriers and potential ways of addressing the situation.
<b>Indicator</b>	<b>Amount of commuted sum payments toward affordable housing</b>
<b>Results</b>	No s106 contributions were received in 21/22 for off-site affordable housing.
<b>Indicator</b>	<b>Reasons to justify non provision of affordable housing</b>
<b>Results</b>	There were 4 major residential applications approved in 2021/2022. One was a prior approval (2021/0220) and as such was not eligible for a s106 contribution. The other application was a reserved matters application (2021/0158) with a s106 being agreed at outline stage and therefore will not be monitored for the 21/22 period. One other application at rear of 85 Grane Rd (2020/0436) did not provide affordable housing due to financial viability restrictions of developing the site. The site requires extensive land remediation and pilling costs. The major residential application to agree an element of affordable housing provision was application 2019/0405 (Irwell Vale Mill), as above.
<b>Indicator</b>	<b>No. of affordable dwellings delivered in rural areas</b>
<b>Results</b>	No affordable dwellings were delivered in 21/22 in Countryside areas.
<b>Indicator</b>	<b>No. of affordable / market dwellings completed that meet specific needs i.e. purpose-built accommodation for the elderly, housing suitable for disabled people</b>
<b>Results</b>	In 21/22 a 22 bedroom care facility for adults and the elderly with learning difficulties was constructed (2017/0590).

## Policy HS4: Housing Density

*“To ensure the most efficient use of land and contribute to sustainable development.”*

<b>Target</b>	<b>Town centre locations to achieve at least 40dph</b>
<b>Progress towards Target</b>	In 21/22 there was only two dwellings delivered within a town centre location (2020/0132), amounting to a total of 66.7 dwellings per hectare.
<b>Trigger to Implement Contingencies</b>	10% of town centre completions being less than 40dph
<b>Trigger Met</b>	No, 100% of town centre completions exceeded 40dph.
<b>Contingencies</b>	Continue to monitor and, if necessary, identify problems and potential causes of variants and identify measures to address them.

## Policy HS5: Housing Standards

*“To ensure high quality design and meet the needs of specific groups.”*

<b>Indicator</b>	<b>Number / % of dwellings approved/completed and built to M4 (2) Standards</b>
<b>Results</b>	No dwellings were approved or completed to M4(2) standards in 21/22. We expect this figure to rise in subsequent monitoring periods following the adoption of the Local Plan in December 2021 allowing officers to assign greater weight to the Plan policies than before adoption.
<b>Indicator</b>	<b>Quality of new housing approved/completed - according to building for healthy life assessments</b>
<b>Results</b>	No new dwellings were approved or completed according to building for healthy life assessments.
<b>Indicator</b>	<b>Number / % dwellings approved/completed specifically for older people</b>
<b>Results</b>	In 21/22 a 22 bedroom care facility for adults and the elderly with learning difficulties was constructed (2017/0590 / H19).

## Policy HS6: Open Space Requirements in New Housing Developments

*“To ensure the provision of / contribution towards an appropriate level of open space in new developments and to contribute to amenity, health and wellbeing.”*

<b>Target</b>	<b>All major housing developments approved in areas of deficiency to provide appropriate contribution towards open space</b>
<b>Progress towards Target</b>	Of the 2 major housing applications where associated s106 agreements were signed in 21/22, both provided financial open space contributions:  2020/0436 - Rear of 85 Grane Road - £17,758

	2019/0405 - Irwell Vale Mill, Aitken Lane - £40,980
<b>Trigger to Implement Contingencies</b>	Any major housing development in area of open space deficiency not providing appropriate contribution
<b>Trigger Met</b>	No, 100% of the applicable major housing development approvals in 21/22 have associated s106 agreements including contributions to open space.
<b>Contingencies</b>	Work is to begin in due course on an update to the Council's Open Space and Playing Pitch Supplementary Planning Document.
<b>Indicator</b>	<b>Hectares of new open space approved/created through development</b>
<b>Result</b>	No on-site open space was agreed via a s106 agreement in 21/22.
<b>Target</b>	<b>75% of major housing development approved in all areas to provide appropriate contribution towards open space</b>
<b>Progress towards Target</b>	Of the 2 major housing applications where associated s106 agreements were signed in 21/22, both provided financial open space contributions:  2020/0436 - Rear of 85 Grane Road - £17,758  2019/0405 - Irwell Vale Mill Aitken Lane - £40,980
<b>Trigger to Implement Contingencies</b>	25% of all major development not providing appropriate open space provision
<b>Trigger Met</b>	No, 100% of the applicable major housing applications approved in 21/22 supplied financial open space contributions.
<b>Contingencies</b>	Work is to begin in due course on an update to the Council's Open Space and Playing Pitch Supplementary Planning Document.
<b>Indicator</b>	Reasons cited for not providing open space
<b>Results</b>	None were given in 21/22.

## Policy HS7: Playing Pitch Requirements in New Housing Developments

*“To ensure the provision of / contribution to playing pitches.”*

<b>Target</b>	<b>All major housing developments approved in areas of deficiency to provide appropriate contribution</b>
<b>Progress towards Target</b>	No major housing developments approved in 21/22 provided a contribution towards playing pitches.
<b>Trigger to Implement Contingencies</b>	Any major housing development in area of deficiency not providing appropriate contribution
<b>Trigger Met</b>	N/A.
<b>Contingencies</b>	The Playing Pitch and Outdoor Sport Strategy Assessment Report and Action Plan were approved in March 2022.  The Council is also to produce a SPD to establish that, where there is a local need for playing pitches based on the Playing Pitch Strategy, appropriate financial contributions will be sought from new residential developments.
<b>Target</b>	<b>75% of major housing development approved in all areas to provide appropriate contribution</b>
<b>Progress towards Target</b>	No major housing developments approved in 21/22 provided a contribution towards playing pitches.
<b>Trigger to Implement Contingencies</b>	25% of all major development not providing appropriate provision
<b>Trigger Met</b>	Yes, more than 25% of all major developments did not provide a contribution towards playing pitches.
<b>Contingencies</b>	The Council is to produce a SPD to establish that, where there is a local need for playing pitches based on the Playing Pitch Strategy, appropriate financial contributions will be sought from new residential developments.

## Policy HS11: Rural Affordable Housing – Rural Exception Sites

*“To contribute to meeting the need for affordable housing in rural areas.”*

<b>Indicator</b>	<b>Number of permissions relating specifically to "rural exception" sites; percentage of affordable housing provided on these sites</b>
<b>Results</b>	No rural exception sites were approved or completed in 21/22.



## Policy HS14: Gypsies, Travellers and Travelling Showpeople

*“To meet the identified needs for these groups.”*

<b>Target</b>	<b>To meet the level of identified need (particularly for a transit site of up to 4 pitches and new pitches within existing sites)</b>
<b>Progress towards Target</b>	The 2016 Gypsy and Traveller and Travelling Showperson Accommodation Assessment reported that there were two permanent authorised pitches within Rossendale. There have been no recorded approvals or completions of new permanent of transit pitches or extensions to existing pitches within 21/22.
<b>Trigger to Implement Contingencies</b>	A reduction in available supply of pitches below 50% of need
<b>Trigger Met</b>	No, the supply of pitches has not changed in 21/22.
<b>Contingencies</b>	Bring forward Gypsy and Traveller site allocations in line with the identified need.
<b>Target</b>	<b>To minimise the number of illegal encampments and the need for enforcement action carried out</b>
<b>Progress towards Target</b>	Rossendale Borough Council keeps a record of encampments on Futures Park, Bacup and Rossendale Borough Council owned land. In 21/22 there were 3 illegal encampments. 1 of these required a Direction Notice and 1 required a Court Order for removal.
<b>Trigger to Implement Contingencies</b>	Significant increase in illegal encampments or need for enforcement action.
<b>Trigger Met</b>	No, this figure is consistent with previous figures.
<b>Contingencies</b>	Work is ongoing to create a Negotiated Stopping Policy that the Council can facilitate in future engagements.
<b>Target</b>	<b>To meet the level of identified need (particularly for a transit site of up to 4 pitches and new pitches within existing sites)</b>
<b>Progress towards Target</b>	The 2016 Gypsy and Traveller and Travelling Showperson Accommodation Assessment reported that there were two permanent authorised pitches within Rossendale. There have been no recorded approvals or completions of new permanent of transit pitches or extensions to existing pitches within 21/22.
<b>Trigger to Implement Contingencies</b>	A reduction in available supply of pitches below 50% of need
<b>Trigger Met</b>	No, the supply of pitches has not changed in 21/22.
<b>Contingencies</b>	Bring forward Gypsy and Traveller site allocations in line with the identified need.

<b>Target</b>	<b>To minimise the number of illegal encampments and the need for enforcement action carried out</b>
<b>Progress towards Target</b>	Rossendale Borough Council keeps a record of encampments on Futures Park, Bacup and Rossendale Borough Council owned land. In 21/22 there were 3 illegal encampments. 1 of these required a Direction Notice and 1 required a Court Order for removal.
<b>Trigger to Implement Contingencies</b>	Significant increase in illegal encampments or need for enforcement action.
<b>Trigger Met</b>	No, this figure is consistent with previous figures.
<b>Contingencies</b>	Work is ongoing to create a Negotiated Stopping Policy that the Council can facilitate in future engagements.

## Policy HS15: Specialist Housing

*“To provide for specialist housing need and increase the range of housing types.”*

<b>Target</b>	<b>To meet need for specialist accommodation identified in the SHMA / other housing need evidence</b>
<b>Progress towards Target</b>	In 21/22 a 22 bedroom care facility for adults and the elderly with learning difficulties was constructed (2017/0590 / H19).
<b>Trigger to Implement Contingencies</b>	No new specialist accommodation provided / proposed in the Borough despite identified need
<b>Trigger Met</b>	No, housing allocation H19 was completed in 21/22, providing a 22 bedroom care facility.
<b>Contingencies</b>	Work with specialist providers to identify barriers and solutions.

## Policy HS16: Self-Build and Custom-Built Houses

*“To provide for self-build and custom-built housing need and increased the rand of housing types.”*

<b>Target</b>	<b>Providing self-build/ custom-build opportunities on major housing sites</b>
<b>Progress towards Target</b>	No self-build dwellings were approved or delivered on sites of 50 dwellings or more. However, 2 self-build dwellings were approved and 2 self-build dwellings were completed on other sites between April 2021 and March 2022.
<b>Trigger to Implement Contingencie s</b>	25% of relevant applications for housing not providing custom or self-build opportunities
<b>Trigger Met</b>	No, as no applications for 50 or more dwellings were approved in 2021/22.
<b>Contingencie s</b>	Consider the availability of land, identify any potential land e.g. on housing allocations, in Council ownership etc.
<b>Indicator</b>	<b>No of individuals/groups on the self-build register</b>
<b>Results</b>	As of the 31 <sup>st</sup> March 2022 there were 44 individuals on the self-build register and no groups.
<b>Target</b>	To meet the requirements identified by the Self Build Register
<b>Progress towards Target</b>	The Local Planning Authority has 3 years to meet the demand on the register. As of 31 <sup>st</sup> October 2021, the Local Planning Authority had granted residential consent on enough plots of land to meet the demand on the register for the period 2017/18 (2 plots of land approved for 2 entries onto the register during that period). More information is available at <a href="https://www.rossendale.gov.uk/info/210144/planning_and_building_control/10637/more/3">https://www.rossendale.gov.uk/info/210144/planning_and_building_control/10637/more/3</a> .
<b>Trigger to Implement Contingencie s</b>	Not meeting the number of approvals over the rolling year period.
<b>Trigger Met</b>	No, in October 2021, the Council was meeting the demand as identified on the Council's Self-Build Register in 2017/18.
<b>Contingencie s</b>	Consider the availability of land, identify any potential land e.g. on housing allocations, in Council ownership etc.

# Chapter 4: Employment Growth and Employment

## Strategic Policy EMP1: Provision for Employment

*“To ensure enough land is provided to meet economic growth.”*

<b>Indicator</b>	<b>No. of approvals /completions or area (ha of new land provision or sq.m of new employment floorspace) for B1/ E(g), B2 and B8 land use class, split by greenfield/ previously developed land</b>
<b>Target</b>	27 ha of new employment land provision over the Plan period. Or approximately 1.8ha of new employment land provision per annum.
<b>Progress towards Target</b>	Permissions granted in 2021/22 amount to a net gain of 0.25 ha of employment land and 83% of these permissions are on previously developed land. During the same year, 4 permissions were completed resulting in 0.91 ha of land becoming in use for employment. Amongst these 4 permissions, 3 are on previously developed land. The amount of land approved and built out for employment use is falling below the target of 1.8 ha per year. Further information is provided below.
<b>Trigger to Implement Contingencies</b>	Not meeting the annual requirement during a 3 year period
<b>Trigger Met</b>	This is the first year of monitoring this new employment land target, it is therefore not possible to calculate the trigger.
<b>Contingencies</b>	Continue with the monitoring of new employment land provision.
<b>Indicator</b>	<b>No. of approvals /completions or area (ha of new land provision or sq.m of new employment floorspace) for B1/ E(g), B2 and B8 land use class, split by greenfield/ previously developed land</b>

In 2021/2022, 6 planning permissions were granted for an additional 0.44 ha of land (or 5,144 sq.m of floorspace) for use as employment such as E(g) (offices, research and development or light industrial), B2 (general industrial) and B8 (storage and distribution). However 0.19 ha of land (or 1,923 sq.m of floorspace) in use or last used as employment was also granted permission to change to residential use. This results in a net gain of 0.25 ha of employment land (or 3,221 sq.m of floorspace). Amongst the 12 permissions granted, the majority are on previously developed land (83%).

Table 1 below reports the number of planning permissions granted for new employment land or involving a loss of employment provision during the monitoring year (1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022).

Planning application reference	Address	Proposal	Indicative Land Use Class	Area (ha)	Employment Floor space (sq.m) gains (=) and losses (-)	Greenfield/ Brownfield	Employment Site Allocation in Local Plan
2021/0003	18 Market Street Bacup, OL13 8EZ	Full: Conversion of empty shop on the ground floor with 7 bedsits above to a co working office space on the ground floor with 4 one bedroom apartments above	E(g)	0.01	+138	Brsownfield	N/A
2021/0086	Land South of Hugh Business Park, Cowpe Road, Cowpe, BB4 7EU	Full: Change of use of land from former coal yard to storage of caravans	B8	0.18	+1811	Brownfield	N/A
2021/0160	178 Burnley Road Bacup, OL13 8QE	Change of Use and conversion from part B1(c) to ground floor and part C3 use to first floor to full C3 (dwelling) use, including associated parking.	C3	0.04	-458	Brownfield	N/A
2021/0183	45 Bank Street Rawtenstall BB4 7QN	Prior Notification: Change of use of upper floors (first & second) from Offices (B1a) to 1 apartment with ground floor retained as existing	C3	0.01	-157	Brownfield	N/A
2021/0186	Slack Head Farm, Roundhill Lane, Haslingden, BB4 5TY	Full: Proposal to convert existing farm outbuildings into mixed-use of holiday lets and office space associated to existing fostering business, including associated works	C1 and E(g)	0.01	+120	Greenfield	N/A
2021/0189	Stubbins Vale Mill, Stubbins Vale Road, Ramsbottom, BL0 ONT	Lawful Development Certificate: proposed completion of single storey factory extension (of 2,660m <sup>2</sup> ) and associated works, in line with planning permission 1993-518. Also to confirm that there are no restriction on hours of operation in the original planning permission.	B2	0.2	+2660	Brownfield	EE37 – Stubbins Vale Mill
2021/0220	41 Bury Road, Haslingden, BB4 6PG	Prior Approval - Offices to Residential: Change of use from Class B1(a) offices to 19 self-contained studios (Class C3 Use)	C3	0.09	-853	Brownfield	N/A
2021/0221	41 Bury Road, Haslingden, BB4 6PG	Prior Approval - Offices to Residential: Change of use from Class B1(a) offices to 18 self-contained studios (Class C3 Use)	C3	0.09	-853	Brownfield	N/A
2021/0404	Buckhurst Lodge Buckhurst Road, Ramsbottom, Bury	Lawful Development Certificate (Existing): use of land for B8 storage and distribution, including the storage of shipping containers.	B8	0.03	+299	Brownfield	N/A
2021/0474	John Streets Work, John Street, Haslingden, BB4 5QB	Change of use of redundant workshop including operation development to form one dwelling	C3	0.05	-455	Brownfield	N/A
2021/0629	Plantation Mill Market Street, Bacup	Full: Proposed ground and first floor extension to west elevation	B2	0.01	+116	Greenfield	EE2 – Henrietta Street
2021/0635	Land to the rear of 311-317 Market Street, Whitworth	Full: Change of use of building from Use Class B2 to retail use on ground floor and office use above (Class E)	B2	N/A	Neutral (no loss as ancillary use to B2)	Brownfield	N/A
<b>Land granted permission for new employment provision</b>			<b>Gain</b>	<b>0.44</b>	<b>5144</b>		
<b>Land granted permission for loss of employment provision (only one of the two permissions 2021/0220 and 2021/0221 is accounted for as only one of the two will be implemented)</b>			<b>Loss</b>	<b>0.19</b>	<b>1923</b>		
<b>Overall land granted permission for employment provision</b>			<b>Overall Net Gain</b>	<b>0.25</b>	<b>3221</b>		

Table 1 Planning permissions granted in relation to employment land

In terms of completions, new employment provision was completed on 0.91 ha of land (or 13,361 sqm of floor space), this is below the target of 1.8 ha of new employment land provision. In addition, amongst the 4 permissions built out 3 are on previously developed land (or 75% of the permissions completed).

Table 2 below shows the permissions completed during the monitoring year.

Planning application reference	Address	Proposal	Indicative Land Use Class	Area (ha)	Floor space (sqm) gains (+) and losses (-)	Greenfield/ Brownfield	Employment Site Allocation in Local Plan
2018/0437	Land Off New Hall Hey New Hall Hey Road Rawtenstall Rossendale Lancashire	Construction of 3 No. industrial buildings (1 no. B2 Use Class, and 2 no. B2 / B8 Use Class) with offices, service yard car parking and associated works.	B2/B8	N/A (counted previously)	+2643 (for the last unit)	Greenfield	EE24 – New Hall Hey
2019/0266	Former Bus Depot Knowsley Park Way Haslingden Rossendale Lancashire BB4 4RS	Change of use from bus depot (Sui Generis) to B2	B2	0.87	+10238	Brownfield	EE18 Knowsley Road Industrial Estate –
2019/0561	216 Newchurch Road Stacksteads Bacup Lancashire OL13 0TS	Change of use of a A1 shop and C3 flat to a three storey office building, including internal and external alterations and the rebuilding of the single storey rear extension at lower ground floor.	E(g)	0.01	+181	Brownfield	N/A
2021/0404	Buckhurst Lodge Buckhurst Road Ramsbottom Bury	Lawful Development Certificate (Existing): use of land for B8 storage and distribution, including the storage of shipping containers.	B8	0.03	+299	Brownfield	N/A
<b>New employment provision built in 2021/22</b>				<b>0.91</b>	<b>13,361</b>		

Table 2 Employment land completions in 2021/22

Indicator	Total no. of employee jobs, part time /full time												
<b>Results</b>	<p>The number of employee jobs has been obtained from the Nomis website. As of September 2022, no data was available for 2021 and 2022 so the information is displayed for 2019 and 2020, the first two years of the Local Plan period. The figures provided by the website are rounded estimates.</p> <table border="1"> <thead> <tr> <th></th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>Employees</td> <td>20,000</td> <td>19,000</td> </tr> <tr> <td>Full-time employees (working more than 30 hours a week)</td> <td>13,000</td> <td>13,000</td> </tr> <tr> <td>Part-time employees (working 30 hours a week or less)</td> <td>6,000</td> <td>6,000</td> </tr> </tbody> </table> <p><a href="https://www.nomisweb.co.uk/query/construct/summary.asp?mode=construct&amp;version=0&amp;data set=189">https://www.nomisweb.co.uk/query/construct/summary.asp?mode=construct&amp;version=0&amp;data set=189</a></p> <p>There has been a reduction in the number of employee jobs in Rossendale between 2019 and 2020. This could be a consequence of the Covid-19 pandemic. The figures for 2021 and 2022 will be important to understand the trend in employment and will be provided in the next monitoring report if they become available.</p>		2019	2020	Employees	20,000	19,000	Full-time employees (working more than 30 hours a week)	13,000	13,000	Part-time employees (working 30 hours a week or less)	6,000	6,000
	2019	2020											
Employees	20,000	19,000											
Full-time employees (working more than 30 hours a week)	13,000	13,000											
Part-time employees (working 30 hours a week or less)	6,000	6,000											

## Policy EMP2: Employment Site Allocations

*“To provide sufficient new employment land in appropriate locations and protect existing employment land.”*

<b>Indicator</b>	<b>Number of approval/completions of employment land or floorspace provision on allocated employment sites</b>
<b>Target</b>	Net reduction in vacancy rates on identified employment sites
<b>Progress Towards Target</b>	<p>Two planning permissions for extensions of existing businesses within allocated employment sites were approved in 2021/22:</p> <ul style="list-style-type: none"> <li>- Stubbins Vale Mill (EE37);</li> <li>- Plantation Mill, Market Street within the Henrietta Street allocation (EE2).</li> </ul> <p>It is to be noted that these allocated sites were not considered to have any remaining areas available for development for new units. Therefore these extensions amount to approximately 0.21ha land (2,776 sqm of floorspace) of new employment provision that was not originally expected to come forward.</p> <p>In terms of completions, 2 developments were completed on allocated sites in 2021/22:</p> <ul style="list-style-type: none"> <li>- Third unit at New Hall Hey of 2,643 sqm on allocation EE24</li> <li>- Change of use from a bus depot to general industrial use in Haslingden within allocation EE18 (Knowsley Road Industrial Estate)</li> </ul> <p>The site area at New Hall Hey has been counted previously as the first two units were built before 2021/22, so only the floorspace provided by the third unit will be counted this year. Therefore, only 0.87 ha of employment land (or 12,881 sqm of floorspace) were delivered on allocated employment sites. The change of use at the former bus depot contributes to a reduction in the vacancy rate at Knowsley Road Industrial Estate by bringing more than 10,000 sqm of floorspace back into general industrial use.</p>
<b>Trigger to Implement Contingencies</b>	Land remains vacant for over 3 years
<b>Trigger met</b>	No information on vacancy rates within existing allocated employment sites has been collated.
<b>Contingencies</b>	Continue to monitor the economic value of employment sites in relation to occupation and vacancy levels. Ongoing monitoring will continue and discussions will take place with land owners and Economic Development colleagues to identify and resolve barriers to delivery of the employment allocations.

<b>Indicator</b>	<b>No of masterplans/development briefs approved for permissions on sites requiring one</b>
<b>Target</b>	All applications on sites requiring one to include a masterplan or development brief
<b>Progress Towards Target</b>	None of the permissions granted in 2021/22 were on new employment sites or mixed-use sites requiring a masterplan or development brief.

## Policy EMP3: Employment Site and Premises

*“To protect existing employment land but allow for suitable redevelopment where appropriate.”*

<b>Indicator</b>	<b>Sqm of employment floorspace lost to other uses (per type of use approved / completed) - total and on allocated sites</b>
<b>Target</b>	No net loss of employment floorspace
<b>Progress Towards Target</b>	There has been no net loss of employment floorspace for approvals (as the gains outweighed the losses) nor for completions.  It is to be noted that some losses of offices and workshops were approved in 2021/22 in locations outside of allocated employment or mixed-use sites. Please see table below for more information.
<b>Trigger to Implement Contingencies</b>	Net loss of employment floorspace over more than one year running
<b>Trigger met</b>	The trigger is not met as there has been no net loss of employment floorspace via approvals or actual completions.
<b>Contingencies</b>	Produce SPD setting out details of the policy criteria, including marketing and an assessment of the viability of employment use.

The table 3 below reports only on the employment floorspace estimated to be lost (not the gain) for approvals and completions in 2021/22.

Floorspace lost to other uses (sqm) from:	Approvals		Completions	
	Allocated Sites	Total	Allocated Sites	Total
<b>E(g) Offices, Research and Development and light industrial processes</b>	0	1923	0	0
<b>B2 General Industrial</b>	0	0	0	0
<b>B8 Storage and Distribution</b>	0	0	0	0

Table 3 Employment floorspace lost to other uses

## Policy EMP4: Development Criteria for Employment Generating Development

*“To support wider economic growth and increase jobs.”*

<b>Indicator</b>	<b>Number or floorspace (in sqm) approved / completed of non-employment land use class providing jobs, by use class type</b>
<b>Results</b>	The approvals and completions of uses under Class E (Commercial, Businesses and Services) except E(g) (Offices, Research and Development and Light Industrial) are reported here to assess the provision of other land uses generating employment.  During 2021/22, 14 applications were approved in relation to employment generating floorspace within Class E (except E(g)), leading to a net gain in floorspace of 1,805 sqm. In terms of completions, the Borough has seen a net gain of 436 sqm in floorspace for commercial, businesses and services uses (not including offices, research and development and light industrial).



The table 4 below reports gains and losses for planning approvals within land use Class E (Commercial, Businesses and Services), except E(g) which has already been reported in the previous section, during 2021/22. The information overlaps the one provided in the retail section with the difference that Sui Generis land use such as hot food takeaway, bars and pubs are not listed within this section, which focusses on Class E.

Planning Reference	Address	Proposal	Proposed Indicative Land Use Class	Estimated Class E Floorspace (in sqm) approved (gains (+) and losses (-))	Employment Site Allocation in Local Plan
2020/0363	Development site former Forest Mill, Henrietta Street, Bacup	Full: Erection of a foodstore with new vehicular access/egress to Henrietta Street, new internal vehicular access road, car parking, servicing area, and hard and soft landscaping; alongside road widening works to Henrietta Street.	E(a)	+1856	EE2 – Henrietta Street
2021/0148	51 Deardengate Haslingden Rossendale Lancashire BB4 5QN	Full: Change of Use from A1 retail to Sui generis combining A1, A3, A5 - Bubble tea, Tea / Coffee and Hot food Takeaway and Cafe including the provision of an external flue to the rear and external alterations. First and second floor to be C3 residential apartment	E(a), E(b), Sui Generis and C3	No net gain or loss	N/A
2021/0166	96 Market Street Bacup Lancashire OL13 0AY	Single-storey Beer Store Extension to side	E(b)	+3	N/A
2021/0211	30 Kay Street Rawtenstall BB4 7LS	Change of use from retail to licensed cafe / bar (sui generis)	Sui Generis	-60	N/A
2021/0248	Commercial Hotel 318A Newchurch Road Stacksteads Bacup OL13 0UJ	Full: Change of use of former public house / hotel into two self contained dwellings including installation of roof skylights and replacement windows	C3	-155	N/A
2021/0343	2 Orama Point Cown Park Way South Whitworth Rossendale OL12 8BF	Full: Change of use from Garage to Hairdressing Salon (Retrospective)	E(a)	+20	N/A
2021/0377	383 Market Street Whitworth Rochdale OL12 8QL	Change of use of street level front room area from C3 residential to beauty therapy room with associated gift shop.	E(a)	+20	N/A
2021/0424	121 Broadway Haslingden Rossendale BB4 4EH	Full: Change of use to chocolate shop and 9m square infill extension	E(a)	+91	N/A
2021/0515	Unit 9 The Corn Exchange Roberts Street Rawtenstall BB4 8EU	Material change of use from Class F1 Education Centre to Class E Children's Play Centre with ancillary cafe and customer only parking	E(f)	+287	EE22 – Land at Robert Street
2021/0519	32 Deardengate Haslingden Rossendale BB4 5QJ	Prior notification: conversion and change of use from bank (A2) to form 3 no. one-bedroom apartments (C3), with associated internal works.	C3	-148	N/A
2021/0552	208 Newchurch Road, Stacksteads OL13 0TS	Change of use of a 3-storey, vacant furniture shop use class E(a) to create a mixed-use building with hairdressing and beauty salon use class E(c)(iii) and a hairdressing academy F1(a).	E(c) and F1	No net gain or loss	N/A
2021/0566	4-6 Union Street Bacup OL13 0AA	Existing vacant first floor retail space to 2 no. residential flats	C3	-109	N/A
2021/0585	4-6 Union Street Bacup OL13 0AA	Removal of current shop front, replacement of shop front and subdivision of ground floor to 3 retail units (Class E(a))	E(a)	No net gain or loss	N/A
2021/0630	44 Manchester Road Haslingden BB4 5ST	Conversion of upper floors of building into a seven-bedroom house in multiple occupation (HMO) and renovation of existing ground floor retail unit, with associated external alterations (including construction of a three-storey stepped rear extension, creation of a rear dormer, alterations to window and door layouts and creation of Juliet balconies)	E(a) and C4	No net gain or loss	N/A
<b>Net total floorspace (sqm) of Class E floorspace approved (excluding dwellings) in 2021/22</b>				<b>+1,805</b>	

Table 4 Class E gains and losses (except E(g)) for planning approvals in 2021/22

In terms of completion, 12 applications were completed between 1<sup>st</sup> April 2021 and 31<sup>st</sup> March 2022 leading to a net increase of 436 sqm in employment generating Class E premises (excluding E(g)). Please see the table on the next page for a list of completions.

Planning Reference	Address	Proposal	Indicative Land Use Class	Estimated Class E Floorspace (sqm) gained (+) or lost (-)	Employment Site Allocation in Local Plan
2016/0605	17 Bank Street Rawtenstall BB4 6QS	Formation of covered external terrace / seating area	E(b)	+145	N/A
2017/0324	Craven Heifer, 264-266 Burnley Road, Rawtenstall	Change of use from Public House (A4) to Restaurant (A3) including extension to north side	A3/E(b)	+16 (extension)	N/A
2018/0011	Suite 9-3 Link 665 Todd Hall Road Haslingden Rossendale BB4 5JT	Change of use from office (A2) to pain therapy clinic (D1)	D1/E(e)	No net gain or loss	EE16 – Carrs Industrial Estate
2018/0160	12A Market Street Bacup	Change the use from bank to yoga and meditation studio	E(d)	No net gain or loss	N/A
2018/0214	13A Longholme Road Rawtenstall BB4 7NG	Change of use from religious building to A2 professional offices	A2/E(c)	+325	N/A
2019/0139	21-23 Burnley Road East Waterfoot	Part conversion and refurbishment resulting in one A1 retail unit and five residential units	A1/E(a)	-45 (reduction of retail unit floorspace)	N/A
2019/0185	Former Kar Kare Back Lane Rawtenstall BB4 7QZ	Change of use from retail to restaurant/cafe	A3/E(b)	+52 (extension)	N/A
2019/0393	28 Bury Road Rawtenstall BB4 6AA	Change of use from retail to micro-bar	Sui Generis	-100	N/A
2020/0003	15 Deardengate Haslingden Rossendale BB4 5QN	Change of use from A1 shop with flat above to A2/B1 office with flat above	A2/B1 (E(c)/E(g)(i))	No net gain or loss	N/A
2021/0166	96 Market Street Bacup OL13 0AY	Single storey beer store extension	E(b)	+3	N/A
2021/0343	2 Orama Point, Cowm Park Way South, Whitworth, OL12 8BF	Change of use from garage to hair dressing salon	E(a)	+20	N/A
2021/0377	383 Market Street, Whitworth, OL12 8QL	Change of use of street level front room area from C3 residential to beauty therapy room with associated gift shop.	E(a)	+20	N/A
<b>Net floorspace area for Class E use (except E(g)) built out in 2021/22</b>				<b>+436</b>	

Table 5 Class E completions (except E(g)) during 2021/22

## Policy EMP5: Employment Development in non-allocated employment areas

*“To support wider economic growth and provide a range of employment opportunities.”*

Indicator	Number of applications / sq.m. of new employment floorspace approved / completed outside allocated employment sites
Results	<p>Policy EMP5 supports the development of small scale employment development (Use Classes E(g), B2, B8 and E(c) (E(c) limited to under 100 sqm)) providing there will be no detriment to the local area in order to support small businesses.</p> <p>Based on the information reported above for the monitoring of Policy EMP1, 10 applications were granted in 2021/22 providing a net gain of just 445 sqm in Use Classes E(g), B2 and B8 outside of allocated employment sites. The approval to change the use of a retail unit E(a) to a new hair dressing and beauty salon E(c) (incorporating a hairdressing academy too) on Newchurch Road in Stacksteads (2021/0552) applies to a premises over 100 sqm and therefore has not be included.</p> <p>The approvals of 445 sqm additional employment floorspace outside allocated employment sites is below the approvals on allocated employment sites of 2,776 sqm.</p> <p>In terms of completions, 2 applications were implemented (or considered lawful) in 2021/22, outside of employment site allocations, providing a net gain of 480 sqm. There were also two completions for E(c) uses, one over 100 sqm at 13a Longholme Road in Rawtenstall (2018/0214) from a religious establishment and one below 100 sqm (for 77sqm) at 15 Deardengate in Haslingden (2020/0003) but from a Use Class E(g) so not providing any net gain.</p> <p>The completions of 480 sqm of employment floorspace outside employment areas is below the completions within allocated sites of 12,881 sqm.</p>

## Policy EMP6: Futures Park

*“To support economic growth and ensure well-designed, co-ordinated development.”*

Indicator	No. apps / Sqm of employment floorspace approved/completed by use class type at Futures Park and production of a masterplan
Target	Site completed with appropriate mix of uses by 2034. Masterplan addresses issues outlined in policy.
Progress Towards Target	No applications were approved or completed at Futures Park in 2021/22 and 2 plots of land of approximately 0.84 ha remain available for development on this site. A masterplan was produced and can be seen in the document <a href="#">EL8.015 Action 15.1 and 15.3 to 15.5 Mixed Use Sites</a> (page 16) on the Council’s website.
Trigger to Implement Contingencies	Lack of progress with development of site. Absence of masterplan or masterplan does not address identified issues.
Trigger Met	A new manufacturing unit and nursery have been approved and completed on the site in recent years demonstrating good progress towards the development of the site. A masterplan has been produced to guide development.
Contingencies	Review policy and site allocation

## Policy EMP7: New Hall Hey

<b>Indicator</b>	<b>Number of applications / sqm of employment floorspace approved/completed by use class type at New Hall Hey and production of a masterplan</b>
<b>Target</b>	Site completed with appropriate mix of uses by 2036. Masterplan addresses issues outlined in policy.
<b>Progress Towards Target</b>	No applications were approved or completed on the new employment site allocation NE4 at New Hall Hey in 2021/22 and no masterplan was produced.
<b>Trigger</b>	Lack of progress with development of site at 3, 5, 10 year periods. Absence of masterplan or masterplan does not address identified issues.
<b>Trigger Met</b>	Since the adoption of the Local Plan in December 2021, little progress has been made towards development of the site as of March 2022, however only 3 months have passed since the allocation of the site for employment use. The trigger has not yet been met.
<b>Contingencies</b>	Review policy and site allocation

# Chapter 5: Retail

## Strategic Policy R1: Retail and Other Town Centre Uses

*“To support the role and function of town and other centres.”*

<b>Indicator</b>	<b>No. of applications or floorspace (in sqm) approved or completed for town centre uses including Class E (Commercial, Business and Service), Sui Generis, F1 (Learning and Non-residential institution), F2 (c-d) (Local Community Uses) in centres, Primary Shopping Areas (PSA) and non-centres</b>																																																	
<b>Target</b>	Majority of town centre uses to be located in the identified centres																																																	
<b>Progress towards target</b>	<p>In 2021/22, 26 permissions were granted in relation to town centre uses. The majority (58%) were on land or premises located outside of town centres.</p> <table border="1"> <thead> <tr> <th>Approvals</th> <th>Centres (outside PSA)</th> <th>Centres (inside PSA)</th> <th>Outside of Centres</th> </tr> </thead> <tbody> <tr> <td>Number of town centre uses applications approved</td> <td>5 / 19%</td> <td>6 / 23%</td> <td>15 / 58%</td> </tr> </tbody> </table> <p>During the same period, 15 permissions were completed. The majority of them within town centres (53%).</p> <table border="1"> <thead> <tr> <th>Completions</th> <th>Centres (outside PSA)</th> <th>Centres (inside PSA)</th> <th>Outside of Centres</th> </tr> </thead> <tbody> <tr> <td>Number of town centre uses completed</td> <td>5 / 33%</td> <td>3 / 20%</td> <td>7 / 47%</td> </tr> </tbody> </table> <p>The town centres permissions approved in 2021/22 amount to a net loss of 292 sqm floorspace (499 sqm was lost within town centres and 207 sqm gained outside of centres). Please see table below for a break down of floorspace gained and lost per use class and location.</p> <table border="1"> <thead> <tr> <th>Floorspace (sqm) Approved</th> <th>Centres (outside PSA)</th> <th>Centres (inside PSA)</th> <th>Out of Centres</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Class E</td> <td>-60</td> <td>-571</td> <td>631</td> <td>0</td> </tr> <tr> <td>Sui Generis</td> <td>132</td> <td>0</td> <td>-137</td> <td>-5</td> </tr> <tr> <td>F1</td> <td>0</td> <td>0</td> <td>-287</td> <td>-287</td> </tr> <tr> <td>F2</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><b>Total</b></td> <td><b>72</b></td> <td><b>-571</b></td> <td><b>207</b></td> <td><b>-292</b></td> </tr> </tbody> </table>				Approvals	Centres (outside PSA)	Centres (inside PSA)	Outside of Centres	Number of town centre uses applications approved	5 / 19%	6 / 23%	15 / 58%	Completions	Centres (outside PSA)	Centres (inside PSA)	Outside of Centres	Number of town centre uses completed	5 / 33%	3 / 20%	7 / 47%	Floorspace (sqm) Approved	Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total	Class E	-60	-571	631	0	Sui Generis	132	0	-137	-5	F1	0	0	-287	-287	F2	0	0	0	0	<b>Total</b>	<b>72</b>	<b>-571</b>	<b>207</b>	<b>-292</b>
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In terms of completion, the net amount of floorspace gained for town centre uses in 2021/22 is 293 sqm. A net gain of 216 sqm (74% of the floorspace gained) occurred within town centres (the majority within the primary shopping areas) and 77 sqm (26%) of additional town centre uses took place outside of centres. Therefore the majority of new town centre uses occurred within town centres in 2021/22.

Floorspace (sqm) Built Out	Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total
Class E	296	145	249	690
Sui Generis	100	0	-172	-72
F1	-325	0	0	-325
F2	0	0	0	0
<b>Total</b>	<b>71</b>	<b>145</b>	<b>77</b>	<b>293</b>

<b>Trigger</b>	Disproportionate amount of town centre uses approved / completed outside identified centres
<b>Trigger met</b>	Yes, partly, as during the monitoring period the majority of planning permission granted (58%) were for premises or land situated outside of town centres. However, the majority of permissions implemented were located within town centres (53%).
<b>Contingencies</b>	<p>Monitoring the health of the defined centres within the hierarchy to ensure vitality and viability. Where there are challenges to this, consider where interventions are appropriate to boost vitality and viability.</p> <p>Periodic health checks will be undertaken by the Council to monitor the viability and vitality of centres and further guidance will be provided, if required, in an SPD.</p>

The table below lists the 26 applications approved for town centre uses between 1<sup>st</sup> April 2021 and 31<sup>st</sup> March 2022.

Planning Reference	Address	Proposal	Proposed Indicative Land Use Class	Estimated Town Centre Floorspace (in sqm) approved (gains (+) and losses (-))	Location (Town Centre, Primary Shopping Area or Out of Centre)
2020/0363	Development site former Forest Mill, Henrietta Street, Bacup	Full: Erection of a foodstore with new vehicular access/egress to Henrietta Street, new internal vehicular access road, car parking, servicing area, and hard and soft landscaping; alongside road widening works to Henrietta Street.	A1/E(a)	+1856	Out of Centre
2021/0003	18 Market Street, Bacup, OL13 8EZ	Conversion of empty shop on the ground floor with 7 bedsits above to a co working office space on the ground floor with 4 one bedroom apartments above	E(g)	Loss of 138 sqm of E(a) and gain of 138 sqm E(g)	PSA
2021/0148	51 Deardengate Haslingden Rossendale Lancashire BB4 5QN	Full: Change of Use from A1 retail to Sui generis combining A1, A3, A5 - Bubble tea, Tea / Coffee and Hot food Takeaway and Cafe including the provision of an external flue to the rear and external alterations. First and second floor to be C3 residential apartment	A1/E(a), A3/E(b), A5 /Sui Generis and C3	No net gain or loss	PSA
2021/0160	178 Burnley Road, Bacup, OL13 8QE	Change of Use and conversion from part B1(c) to ground floor and part C3 use to first floor to full C3 (dwelling) use, including associated parking.	C3	-458	Out of Centre

Planning Reference	Address	Proposal	Proposed Indicative Land Use Class	Estimated Town Centre Use Floorspace (in sqm) approved (gains (+) and losses (-))	Location (Town Centre, Primary Shopping Area or Out of Centre)
2021/0166	96 Market Street Bacup Lancashire OL13 0AY	Single-storey Beer Store Extension to side	A3/E(b)	+3	Out of Centre
2021/0183	45 Bank Street Rawtenstall BB4 7QN	Prior Notification: Change of use of upper floors (first & second) from Offices (B1a) to 1 apartment with ground floor retained as existing	C3	-314	PSA
2021/0186	Slackhead Farm, Roundhill Lane, Haslingden, BB4 5TY	Full: Proposal to convert existing farm outbuildings into mixed-use of holiday lets and office space associated to existing fostering business, including associated works	C1 and E(g)(i)	+120	Out of centre
2021/0193	Land Adjacent to Buckhurst Lodge Buckhurst Road Ramsbottom Bury Lancashire	Retention of kiosk selling food and drink	Sui Generis	+18	Out of Centre
2021/0211	30 Kay Street Rawtenstall BB4 7LS	Change of use from retail to licensed cafe / bar (sui generis)	Sui Generis	Loss of 60sqm E(a) and gain of 60sqm Sui Generis	Town centre
2021/0220	41 Bury Road, Haslingden, Rossendale, BB4 6PG	Prior Approval – Offices to Residential: Change of use from Class B1(a) offices to 19 self-contained studios (Class C3 use)	C3	-853	Out of centre
2021/0221	41 Bury Road, Haslingden, Rossendale, BB4 6PG	Prior Approval - Offices to Residential: Change of use from Class B1(a) offices to 18 self-contained studios (Class C3 Use)	C3	-853	Out of centre
2021/0248	Commercial Hotel 318A Newchurch Road Stacksteads Bacup OL13 0UJ	Full: Change of use of former public house / hotel into two self contained dwellings including installation of roof skylights and replacement windows	C3	-155	Out of Centre
2021/0337	3 Bank Street Rawtenstall Rossendale BB4 6QS	Full: Change of use from retail to ground-floor hot food takeaway (with internal flue), and offices/storage above, entailing formation of additional door to rear, and associated works.	Sui Generis, E(g)(i)	Loss of 264sqm E(a) and gain of 132sqm Sui Generis and 132sqm E(g)	Town centre
2021/0343	2 Orama Point Cown Park Way South Whitworth Rossendale OL12 8BF	Full: Change of use from Garage to Hairdressing Salon (Retrospective)	E(a)	+20	Out of Centre
2021/0377	383 Market Street Whitworth Rochdale OL12 8QL	Change of use of street level front room area from C3 residential to beauty therapy room with associated gift shop.	E(a)	+20	Out of Centre
2021/0424	121 Broadway Haslingden Rossendale BB4 4EH	Full: Change of use to chocolate shop and 9m square infill extension	E(a)	+91	Out of Centre
2021/0474	John Street Works, John Street, Haslingden, BB4 5QB	Change of use of redundant workshop including operation development to form one dwelling	C3	-455	Out of centre
2021/0502	7 Market Street Edenfield Bury BL0 0JQ	Change of use of existing ground floor from take away to living accommodation to extend existing first floor dwelling	C3	-60	Town centre
2021/0515	Unit 9 The Corn Exchange Roberts Street Rawtenstall BB4 8EU	Material change of use from Class F1 Education Centre to Class E Children's Play Centre with ancillary cafe and customer only parking	E(f)	Loss of 287sqm F1 and gain 287sqm E	Out of Centre
2021/0519	32 Deardengate Haslingden Rossendale BB4 5QJ	Prior notification: conversion and change of use from bank (A2) to form 3 no. one-bedroom apartments (C3), with associated internal works.	C3	-148	PSA
2021/0552	208 Newchurch Road, Stacksteads OL13 0TS	Change of use of a 3-storey, vacant furniture shop use class E(a) to create a mixed-use building with hairdressing and beauty salon use class E(c)(iii) and a hairdressing academy F1(a).	E(c) and F1	Loss of 225sqm E(a) and gain of 225sqm E(c) and F1	Town centre
2021/0566	4-6 Union Street Bacup OL13 0AA	Existing vacant first floor retail space to 2 no. residential flats	C3	-109	PSA

Planning Reference	Address	Proposal	Proposed Indicative Land Use Class	Estimated Town Centre Use Floorspace (in sqm) approved (gains (+) and losses (-))	Location (Town Centre, Primary Shopping Area or Out of Centre)
2021/0585	4-6 Union Street Bacup OL13 0AA	Removal of current shop front, replacement of shop front and subdivision of ground floor to 3 retail units (Class E(a))	E(a)	No net gain or loss	PSA
2021/0630	44 Manchester Road Haslingden BB4 5ST	Conversion of upper floors of building into a seven-bedroom house in multiple occupation (HMO) and renovation of existing ground floor retail unit, with associated external alterations (including construction of a three-storey stepped rear extension, creation of a rear dormer, alterations to window and door layouts and creation of Juliet balconies)	E(a) and C4	No net gain or loss	Out of Centre
2021/0635	Land to the rear of 311-317 Market Street Whitworth	Full: Change of use of building from Use Class B2 to retail use on ground floor and office use above (Class E)	E(a) and E(g) uses are ancillary to B2 use	No net gain or loss	Out of Centre
<b>Net total floorspace (sqm) of town centre uses approved in 2021/22</b>				<b>-292 sqm</b>	

Table 6 Retail and other Town Centre uses approvals in 2021/22

In terms of completions, 15 applications were completed between 1<sup>st</sup> April 2021 and 31<sup>st</sup> March 2022 leading to a net increase of 293 sqm of town centre uses. The table on the next page lists the permissions built out for town centre uses.



Planning Reference	Address	Proposal	Indicative Land Use Class	Estimated Town Centre Use Floorspace (sqm) gained (+) or lost (-)	Location (Town Centre, Primary Shopping Area (PSA), Out of Centre)
2016/0605	17 Bank Street Rawtenstall BB4 6QS	Formation of covered external terrace / seating area	E(b)	+145	Rawtenstall Future PSA extension
2017/0324	Craven Heifer, 264-266 Burnley Road, Rawtenstall	Change of use from Public House (A4) to Restaurant (A3) including extension to north side	A3/E(b)	Gain of +16sqm Class E (extension)	Out of Centre
2018/0011	Suite 9-3 Link 665 Todd Hall Road Haslingden Rossendale BB4 5JT	Change of use from office (A2) to pain therapy clinic (D1)	D1/E(e)	No net gain or loss	Out of Centre
2018/0160	12A Market Street Bacup	Change the use from bank to yoga and meditation studio	E(d)	No net gain or loss	PSA
2018/0214	13A Longholme Road Rawtenstall BB4 7NG	Change of use from religious building to A2 professional offices	A2/E(c)	Gain of 325 sqm Class E and loss of 325 sqm F1	Town Centre
2019/0139	21-23 Burnley Road East Waterfoot	Part conversion and refurbishment resulting in one A1 retail unit and five residential units	A1/E(a)	-45 (reduction of retail unit floorspace)	Town Centre
2019/0185	Former Kar Kare Back Lane Rawtenstall BB4 7QZ	Change of use from retail to restaurant/cafe	A3/E(b)	Loss of 150sqm retail and gain of 202sqm restaurant (+52 sqm extension)	Town Centre
2019/0393	28 Bury Road Rawtenstall BB4 6AA	Change of use from retail to micro-bar	Sui Generis	Gain of 100sqm Sui Generis and loss of 100sqm Class E	Town Centre
2019/0477	Golf Rossendale Driving Range Newchurch Road Rawtenstall BB4 7SN	Extension and alterations to driving range building, including ancillary café and retail	F2 (café and retail remain ancillary to the main use)	No net gain or loss	Out of Centre
2019/0561	216 Newchurch Road, Stacksteads, Bacup, OL13 0TS	Change of use of A1 shop and C3 flat to a three storey office building B1	Loss of A1/E(a) to B1(a)/E(g)(i)	+64	Town Centre
2020/0003	15 Deardengate Haslingden Rossendale BB4 5QN	Change of use from A1 shop with flat above to A2/B1 office with flat above	A2/B1 (E(c)/E(g)(i)) and C3	No net gain or loss	PSA
2021/0166	96 Market Street Bacup OL13 0AY	Single storey beer store extension	E(b)	+3	Out of Centre
2021/0193	Land adjacent to Buckhurst Lodge, Buckhurst Road, Ramsbottom	Retention of kiosk selling food and drink	Sui Generis	+18	Out of Centre
2021/0343	2 Orama Point, Cowm Park Way South, Whitworth, OL12 8BF	Change of use from garage to hair dressing salon	E(a)	+20	Out of Centre
2021/0377	383 Market Street, Whitworth, OL12 8QL	Change of use of street level front room area from C3 residential to beauty therapy room with associated gift shop.	E(a)	+20	Out of Centre
<b>Net floorspace area for town centre use completed in 2021/22</b>				<b>+293</b>	

Table 7 Retail and other town centre uses completions in 2021/22

<b>Indicator</b>	<b>Sqm of retail lost to other uses in centres, primary shopping areas and other areas (broken down by type of use for approved /completed)</b>																				
<b>Target</b>	N/A																				
<b>Progress towards target</b>	<p>Looking at changes of use from shops (Class E(a)) into other uses, 5 applications were approved for a loss of 664 sqm (2021/0003; 2021/0211; 2021/0337; 2021/0552 and 2021/0566). The majority of this loss (63%) happened in town centres (outside of primary shopping areas).</p> <table border="1"> <thead> <tr> <th></th> <th>Centres (outside PSA)</th> <th>Centres (inside PSA)</th> <th>Out of Centres</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Retail (E(a)) floorspace lost Approved (sqm)</td> <td>-417 / 63%</td> <td>-247 / 37%</td> <td>0 / 0%</td> <td>-664 / 100%</td> </tr> </tbody> </table> <p>During the same period, 5 permissions were implemented in town centres leading to approximately 489 sqm of retail floorspace lost. The majority of the losses occurred in town centres outside of primary shopping areas (412 sqm or 84%).</p> <table border="1"> <thead> <tr> <th></th> <th>Centres (outside PSA)</th> <th>Centres (inside PSA)</th> <th>Out of Centres</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Retail (E(a)) floorspace lost Implemented (sqm)</td> <td>-412 / 84%</td> <td>-77 / 16%</td> <td>0 / 0%</td> <td>-489 / 100%</td> </tr> </tbody> </table> <p>Further information about the proposed and implemented type of use is provided below.</p>		Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total	Retail (E(a)) floorspace lost Approved (sqm)	-417 / 63%	-247 / 37%	0 / 0%	-664 / 100%		Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total	Retail (E(a)) floorspace lost Implemented (sqm)	-412 / 84%	-77 / 16%	0 / 0%	-489 / 100%
	Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total																	
Retail (E(a)) floorspace lost Approved (sqm)	-417 / 63%	-247 / 37%	0 / 0%	-664 / 100%																	
	Centres (outside PSA)	Centres (inside PSA)	Out of Centres	Total																	
Retail (E(a)) floorspace lost Implemented (sqm)	-412 / 84%	-77 / 16%	0 / 0%	-489 / 100%																	
<b>Trigger</b>	Net loss of retail in identified centres																				
<b>Trigger met</b>	Overall, changes of use approved in 2021/22 from retail (Class E(a)) into other uses result in a net loss of 664 sqm retail floorspace within town centres. In terms of completions, 489 sqm of retail floorspace was lost to other uses in 2021/22. The trigger has been met. However, more time is needed to understand the effect of Policy R1, as the Local Plan has recently been adopted in December 2021. It is to be noted though that it is possible to change use within Class E without the need to apply for a planning permission. Therefore, the Local Plan has no control on the change of use from retail to other uses within Class E if no external alterations are proposed.																				
<b>Contingencies</b>	<p>Monitoring the health of the defined centres within the hierarchy to ensure vitality and viability. Where there are challenges to this, consider where interventions are appropriate to boost vitality and viability.</p> <p>Periodic health checks will be undertaken by the Council to monitor the viability and vitality of centres and further guidance will be provided, if required, in an SPD.</p>																				

The table below lists the planning permissions involving the loss of retail floorspace.

Planning Reference	Address	Proposal	Indicative Land Use Class Proposed	Estimated retail Floorspace (sqm) gained (+) or lost (-)	Location (Town Centre, Primary Shopping Area (PSA), Out of Centre)
2021/003	18 Market Street, Bacup	Conversion of empty shop on the ground floors with 7 bedsits above to a co-working office space on the ground floor with 4 one bedroom apartments above	E(g) and C3	-138	PSA
2021/0211	30 Kay Street, Rawtenstall	Change of use from retail to licensed café / bar	Sui Generis	-60	Town Centre
2021/0337	3 Bank Street, Rawtenstall	Change of use from retail to ground floor hot food takeaway and offices/storage above	Sui Generis and E(g)(i)	-132	Town Centre
2021/0552	208 Newchurch Road, Stacksteads	Change of use of a 3-storey, vacant furniture shop use class E(a) to create a mixed-use building with hairdressing and beauty salon use class E(c)(iii) and a hairdressing academy F1(a).	E(c)(iii) and F1(a)	-225	Town Centre
2021/0566	4-6 Union Street, Bacup	Existing vacant first floor retail space to 2 no. residential flats	C3	-109	PSA
<b>Floorspace of retail (E(a)) approved to change into other uses in 2021/22</b>				<b>-664 sqm</b>	

Table 8 Permissions involving the loss of retail floorspace in 2021/22

Following the implementation of planning permissions, 489 sqm of retail (land use class E(a)) was lost to other uses in 2021/22. The applications are listed below.

Planning Reference	Address	Proposal	Indicative Land Use Class	Estimated retail Floorspace (sqm) gained (+) or lost (-)	Location (Town Centre, Primary Shopping Area (PSA), Out of Centre)
2019/0139	21-23 Burnley Road East Waterfoot	Part conversion and refurbishment resulting in one A1 retail unit and five residential units	A1/E(a)	-45 (reduction of retail unit floorspace)	Town Centre
2019/0185	Former Kar Kare Back Lane Rawtenstall BB4 7QZ	Change of use from retail to restaurant/cafe	A3/E(b)	-150	Town Centre
2019/0393	28 Bury Road Rawtenstall BB4 6AA	Change of use from retail to micro-bar	Sui Generis	-100	Town Centre
2019/0561	216 Newchurch Road, Stacksteads, Bacup, OL13 0TS	Change of use of A1 shop and C3 flat to a three storey office building B1	Loss of A1/E(a) to B1(a)/ E(g)(i)	-117	Town Centre
2020/0003	15 Deardengate Haslingden Rossendale BB4 5QN	Change of use from A1 shop with flat above to A2/B1 office with flat above	A2/B1 (E(c)/E(g)(i))	-77	PSA
<b>Floorspace of retail (E(a)) lost to other uses in 2021/22</b>				<b>-489</b>	

Table 9 Completions involving the loss of retail floorspace in 2021/22

<b>Indicator</b>	<b>No. of vacant retail frontages / sqm of vacant floorspace in retail centres</b>
<b>Target</b>	<b>Net reduction in vacancy rates</b>
<b>Progress towards Target</b>	<p>The number of vacant ground floor units was assessed during town centres surveys carried out in July and August 2022. The findings of this assessment is compared in the table below with the level of vacancies in 2016 as reported in the <a href="#">Town Centre, Retail, Leisure and Tourism Study</a>.</p> <p>There has been an increase in the number of vacant units in Haslingden, Crawshawbooth and Edenfield while the number of vacant units has reduced in Bacup, Waterfoot, Stacksteads and Facit centres. In other centres such as Rawtenstall, Whitworth and Helmshore the number of vacant units has remained stable.</p> <p>The reduction in vacancies in Bacup could be a positive result of the shop fronts and buildings renovation works carried out as part of the High Street Heritage Action Zone project.</p>
<b>Trigger</b>	Sites / buildings continue to remain vacant for over 3 years
<b>Trigger Met</b>	No specific sites or buildings have been assessed. The trigger should be revisited after a period of 3 year following the adoption of the Local Plan.
<b>Contingencies</b>	<p>Monitoring the health of the defined centres within the hierarchy to ensure vitality and viability. Where there are challenges to this, consider where interventions are appropriate to boost vitality and viability.</p> <p>Periodic health checks will be undertaken by the Council to monitor the viability and vitality of centres and further guidance will be provided, if required, in an SPD.</p>

The number of vacant retail frontages and ground floor areas (in sqm) within town centres is provided in the table below.

<b>Retail Hierarchy</b>	<b>Location</b>	<b>No. of Vacant Units in Centres (2016)</b>	<b>No. of Ground Floor Vacant Units in Centres (2022)</b>	<b>Changes in vacant units between 2016 and 2022</b>
Town Centre	Rawtenstall	12	12	Stable
District Centres	Bacup	31	22	Reduction
	Haslingden	11	22	Increase
Local Centres	Crawshawbooth	3	6	Increase
	Waterfoot	16	15	Slight Reduction
	Whitworth	2	2	Stable
Neighbourhood Parades	Edenfield	1	2	Increase
	Helmshore	0	0	Stable
	Stacksteads	9	5	Reduction
	Facit	4	0	Reduction

<b>Indicator</b>	<b>Town Centre Health checks including Vacancy Rates</b>
<b>Target</b>	<b>Net reduction in vacancy rates</b>
<b>Progress towards Target</b>	Please see the information below as well as maps of town centre health checks in <a href="#">Appendix 2</a> .
<b>Trigger</b>	N/A
<b>Trigger Met</b>	N/A
<b>Contingencies</b>	<p>Monitoring the health of the defined centres within the hierarchy to ensure vitality and viability. Where there are challenges to this, consider where interventions are appropriate to boost vitality and viability.</p> <p>Periodic health checks will be undertaken by the Council to monitor the viability and vitality of centres and further guidance will be provided, if required, in an SPD.</p>

The table below shows the 2016 and 2022 vacancy rates. It is to be noted though that the boundaries of existing centres have changed since 2016 and so direct comparison of vacancy level is not always possible. Also, residential properties have been included in the vacancy rate in 2022 leading to a higher number of total units which can explain reduction in the vacancy rates despite similar number of vacant units.

<b>Retail Hierarchy</b>	<b>Location</b>	<b>Vacancy Rate per number of units (2016)</b>	<b>Vacancy Rate per number of units (2022)</b>	<b>Health Check</b>
Town Centre	Rawtenstall	8.7%	4.4%	The vacancy rate has decreased in Rawtenstall Town Centre although the number of vacant units has been stable (12 units in 2016 and 2022). The vacancy rate is low but a notable cluster is present on Bacup Road between the gyratory and new bus station. Planning permission has been granted at the Heritage Arcade and adjoining building for 42 apartments in January 2021 but works have not yet started. The Town Centre offers a wider range of services to the local and nearby communities including a good level of independent shops. It includes 3 large convenience supermarkets (Asda, Tesco and Lidl) and a large comparison retailer (B&M). A varied provision of retail and other financial services are also provided, mainly along Bank Street. It has a number of leisure services including restaurants, cafés and bars as well as hot food takeaways. Health provision includes a pharmacy and dental clinics. The health centre, however, is situated just outside of the Town Centre boundary. The centre is easily accessible with a new bus station present at its core and several car parks available within the centre. The quality of the environment is pleasant and the historic character has been preserved as most of the centre is within a

				conservation area. The town square has benefitted from recent landscaping works including new planting and lawn.
District Centres	Bacup	26.3%	12.2%	The vacancy rate has improved between 2016 and 2022 although the number of vacant units has remained stable (30 in 2016 and 31 in 2022). The centre offers a wide range of services with a large supermarket and other smaller convenience stores, several comparison shops, retail services (hairdressers, optician, tailors etc.) as well as other financial and professional services (estate agents, solicitors etc.) and health provision (health centre and pharmacy). The leisure services include an escape room, pubs, a restaurant and cafés as well as hot food takeaways. The quality of the buildings and shopfronts has benefitted and continues to benefit from the Bacup High Street Heritage Action Zone. The centre is easily accessible by bus and offers car parking spaces within the centre, at the local supermarket and also just adjoining its boundary near the health centre.
	Haslingden	10.3%	10.4%	The vacancy rate has remained stable in Haslingden however the number of vacant units has doubled between 2016 and 2022 (from 11 to 22 vacant units). The district centre provides a wide range of convenience and comparison shops (mainly bargain shops and charity shops) as well as retail and other professional services. Its weaknesses are its high level of vacancies and large amount of hot food takeaways (18 units) which impact on the vitality of the centre as most of the takeaway units are closed during the day. Some of the vacant units are in a poor state of repairs. However, restoration works have been carried out for some premises including the former Royal British Legion which has a positive impact on the quality of the environment (even if the units are yet to be occupied). The National Lottery Heritage Fund – Big Lamp project is to provide grants for up to 19 priority buildings on Higher Deardengate (more information can be found at ENV2). The centre is easily accessible by bus and offers car parking spaces at different locations (e.g. behind the library and at the Co-operative supermarket).
Local Centres	Crawshawbooth	9.1%	11.8%	The vacancy rate has increased in Crawshawbooth between 2016 and 2022. The number of vacant units has doubled (from 3 to 6 units). The centre provides a limited range of services to the community including two convenience stores and a butchers, but it has quite a diverse range of non-food shopping offer (e.g. clothes shops, florist, jewellers). The centre also provides retail services including hairdressers, beauty salons and a travel agent. There is a local leisure offer comprising a restaurant, pub and café as well as 4 hot food takeaways. The centre is accessible by bus although not serviced by a frequent route. In addition, there is no car parking available within or near the centre. The Local Plan identifies a car parking allocation to the east of Burnley Road, between York Street and Hill Street.

	Waterfoot	21.9%	13.5%	The number of vacant units in Waterfoot has slightly reduced between 2016 and 2022 (16 units). The level of vacancy is still high and impacts on the vitality of the local centre. Nonetheless it offers local services to the community including convenience shops, non-food shops and retail services (hairdressers, beauty salons). There are also financial and professional services present in the centre (assessors, offices) with some leisure offer including a theatre, art gallery, restaurant, pub, cafés and hot food takeaways. The number of hot food takeaways is very high (8 in use and 2 closed). The centre is easily accessible by bus and car with a car park available along its eastern boundary.
	Whitworth	8%	5.4%	The vacancy rate in Whitworth Local Centre has slightly reduced between 2016 and 2022. The number of vacant units is actually the same (just 2) but the difference can be explained by the change in the total number of units. Whitworth provide a range of services to the local community for convenience shopping (two supermarkets) and other non-food local shops. A range of other retail services are present (e.g. florist, hairdressers, dry cleaning) as well as health services including a pharmacy and doctor surgery. There are leisure offers too comprising cafés, a drinking establishment and hot food takeaways. The centre is vibrant with few vacancies and is accessible by bus and car. There are car parking spaces associated with the local supermarkets and the doctors' surgery but this is fairly limited.
Neighbourhood Parades	Edenfield	7.7%	5.3%	Edenfield Neighbourhood Parade has a low rate of vacancies. The majority of the buildings are in residential use, however there are 3 convenience stores (two bakeries and a butcher), 4 leisure units (including two hot food takeaways) and other services including a pharmacy and dermatological clinic. Car parking is limited to on-street parking. The parade is also accessible by bus services. The parade lacks services such as a post-office, a doctor surgery and a convenience store providing essential day-to-day items. The quality of the environment is at a high standard with well-maintained buildings and public realm.
	Helmshore	0%	0%	Helmshore Neighbourhood Parade had no vacancies in 2016 and summer 2022. It is to be noted that the boundary of the parade has changed since 2016, as it now only includes premises along Broadway and Helmshore Road. The parade provides essential items to local residents via two convenience stores (one containing a post-office) as well as retail services such as a pharmacy, hairdresser and travel agent. There is also one leisure offer by a café located on Broadway. The quality of the environment is of a high standard with good accessibility by car and public transport.
	Stacksteads	28.1%	7%	Stacksteads Neighbourhood Parade comprises a linear row of units facing Newchurch Road. Its vacancy rate has significantly reduced between 2016 and 2022. The

				majority of the premises are in use as residential but the parade does offer essential service to the local community including seven convenience units (local stores, bakers and butchers), retail services (hairdressers and beauty salons) as well as other professional services (HR and financial services). 3 takeaways and a public house contribute to the leisure offer and local night time economy. The parade is accessible by bus and by car with a large car park situated near the public house.
	Facit	30.8%	0%	Facit Neighbourhood Parade had no vacancies in 2022 which is an improvement from the situation in 2016 where one unit was vacant. However, it is to be noted that the name and boundary of the neighbourhood parade has changed since 2016 from Shawforth to Facit and from 10 units to 6 units (only the northern section of the parade has been retained). The parade offers local services such as a butchers, hairdresser and bakers. Two leisure services, a public house and hot food takeaway are also present and contribute to the local night time economy. The parade is a pleasant environment accessible via public transport and by car. There is a car park adjoining the parade.

*Table 10 Vacancy rates in designated centres and neighbourhood parades*



## Policy R2: Rawtenstall Town Centre Extension

*“To support the redevelopment of this key town centre site.”*

<b>Target</b>	<b>Site completed with appropriate mix of uses by 2036</b>
<b>Progress towards Target</b>	<p><b>Sq.m of floorspace approved by type of use in identified area</b></p> <p>No floorspace has been approved in the Rawtenstall town centre primary shopping area extension shown on the Policies Map accompanying the Local Plan. However, the restaurant extension into an external seating area was fully implemented in this area in 2021/22.</p> <p><b>Production of a masterplan</b></p> <p>In 2015, an indicative public realm masterplan was produced to accompany the planning application (2015/0476) for the re-development of the town square into a new bus station including retail / café units and associated car parking, landscaping. Later on, in 2017, a second application was submitted for a mixed use development comprising leisure, hotel, housing and commercial uses as well as an area of public space to the north of the new bus station (Spinning Point Phase 2). A new masterplan was submitted for this Phase 2 proposals outlining the location of the proposed units and indicative landscaping adjoining the new bus station.</p> <p>Following the decision by the Council not to pursue the Phase 2 development, preparation works to enhance the public realm on the remaining part of the town square begun. As a result, a plan setting out the public space enhancement was produced in August 2020 (<a href="https://www.rossendale.gov.uk/downloads/download/11449/rawtenstall_town_square_tender_%E2%80%93_main_contractor">https://www.rossendale.gov.uk/downloads/download/11449/rawtenstall_town_square_tender_%E2%80%93_main_contractor</a>). The public realm works have recently been completed.</p>
<b>Trigger to Implement Contingencies</b>	Lack of progress with development of site at 3, 5, 10 year periods.
<b>Trigger Met</b>	The development of the site should be reviewed within 3 years.
<b>Contingencies</b>	As Phase 1 of Spinning Point is complete and Phase 2 is no longer going ahead this Target will no longer be monitored in subsequent AMRs.

## Policy R3: Development and Change of Use in District and Local Centres

*“To support the role and function of centres.”*

<b>Indicator</b>	<b>No. of applications / sq.m. (E(a, b, c) SG) approved / completed within identified centres</b>
<b>Results</b>	In 2021/22, 11 applications were approved in relation to shops (E(a)), restaurants/ cafes (E(b)), financial, professional and other services appropriate in a town centre location (E(c)) and drinking establishments or pubs (Sui Generis). These applications if implemented would amount to a net gain in 1398 sqm. This high figure is partly explained by the approval

of a new retail unit of approximately 1856 sqm in Bacup and by the exclusion of the offices falling under class E(g) which have been approved to change into other uses.

Use Class	Number of Applications Approved (gains or losses)	Net Floorspace Approved (sqm)
E(a) - Shops	9	+1323
E(b) – food and drinks mostly consumed on the premises but excluding drinking establishments	1	+3
E(c) – financial, professional and any other services appropriate in a commercial, business or service locality	2	+77
Sui Generis (use appropriate in town centres)	5	-5
<b>Total</b>	<b>11 (applications for change of use relating to two use classes are reported in 2 rows)</b>	<b>+ 1398</b>

In 2021/22, 13 applications were implemented in relation to the gain or loss of floorspace in shops, restaurants / cafes, financial, professional and other services appropriate in town centres as well as bars /pubs (Sui Generis) resulting in a net gain of 208sqm.

Use Class	Number of Applications Completed	Net Floorspace Gained or Lost (sqm)
E(a) - Shops	8	-304
E(b) – food and drinks mostly consumed on the premises but excluding drinking establishments	3	411
E(c) – financial, professional and any other services appropriate in a commercial, business or service locality	4	101
Sui Generis (use appropriate in town centres)	3	-72
<b>Total</b>	<b>13 (applications for change of use relating to two use classes are reported in 2 rows)</b>	<b>+208</b>

## Policy R4: Existing Local Shops

*“To protect local shops where they provide a valuable community resource.”*

<b>Indicator</b>	<b>Sqm of approved/completions involving loss of E(a) or F2(a) retail to other uses outside identified centres .</b>
<b>Results</b>	No floorspace for retail E(a) or F2(a) was lost to other uses outside of identified centres.

## Policy R5: Hot Food Takeaways

*“To improve health and protect amenity.”*

<b>Target</b>	<b>Reduction in childhood obesity levels</b>
<b>Progress towards Target</b>	<p><b>Hot food takeaways approved / completed within 400m of a secondary school that is outside a designated town or district centre</b></p> <p>No hot food takeaways were approved or completed within 400m of a secondary school located outside of designed centres in 2021/22.</p> <p><b>Of these permissions, how many have conditions restricting the opening hours to outside lunchtime/school closing time</b></p> <p>Not applicable.</p> <p><b>Approvals or completions in wards where more than 15% of year 6 pupils or 10% of reception pupils are classed as obese by the Office for Health Improvement and Disparities</b></p> <p>For the period 2017/18 to 2019/20, all wards within Rossendale had a prevalence of obesity in Year 6 children above the Local Plan policy R5 threshold of 15%. In addition, 6 wards also had a prevalence of obesity in reception year children above the threshold of 10%. Two permissions were approved in 2021/22 for hot food takeaways (reference 2021/0193 and 2021/0337) and one was completed in the same year as it was a retrospective application (2021/0193).</p>
<b>Trigger to Implement Contingencies</b>	<p>Increase in approvals for takeaways in identified wards</p> <p>No reduction in childhood obesity levels in identified wards</p>
<b>Trigger Met</b>	The Local Plan policy R5 adding restrictions to proposals for hot food takeaways has been adopted in December 2021. Therefore, the effect of the policy will be better assessed in the next monitoring years. No contingencies should yet be carried out.
<b>Contingencies</b>	Produce a Supplementary Planning Document to provide additional guidance on Sui Generis uses and planning for health

## Policy R6: Shopfronts

*“To enhance amenity and ensure good design.”*

<b>Indicator</b>	<b>No. of applications in conservation areas involving change to shop fronts</b> <b>Of these, how many involved consideration of design / quality of shopfront?</b>
<b>Results</b>	<p>In 2021/22, there were 8 applications approved in conservations areas for alterations to shopfronts. One in Haslingden conservation area (2020/0584), 3 in Rawtenstall conservation area (2021/0321, 2021/0652 and 2021/0695) and 4 in Bacup conservation area (2021/0550, 2021/0551, 2021/0585 and 2021/0588). Most of the shopfront works in Bacup were proposed as part of the High Street Heritage Action Zone funding.</p> <p>The design and quality of the shopfront were a consideration for all applications and comments from the heritage advisor (Growth Lancashire) were also sought. The majority of schemes proposed in Bacup involved the re-instatement of traditional shopfronts made of timber frame.</p>
<b>Contingencies</b>	Update Supplementary Document on Shopfront design

# Chapter 6: Environment

## Strategic Policy ENV1: High Quality Development in the Borough

*“Ensure high quality design throughout the Borough.”*

<b>Target</b>	<b>All large scale developments (100+ dwellings) to be accompanied by appropriate Design Brief / code and HIA</b>
<b>Progress towards Target</b>	No large scale application was accompanied in 21/22 by a specific Development Brief, Design Code or used the Building by Design methodology and none included an HIA. It is to be noted that only one application for over 100 dwellings was received in 2021/22 (2021/0623).
<b>Trigger to Implement Contingencies</b>	50% of large scale development not being accompanied by appropriate briefs / assessments
<b>Trigger Met</b>	Yes, the only large scale development received in 2021/22 was not accompanied by specific design briefs / assessments.
<b>Contingencies</b>	The Council is expected to begin work on a Design Code SPD in 2023, with the aims of implementing this SPD to achieve high levels of design across the borough.
<b>Target</b>	<b>Approval of at least one design awards or referrals achieved</b>
<b>Progress towards Target</b>	No development received a design award or referral from the Civic Trust awards, BURA awards, RTPI awards or CABE awards in 2021/22.
<b>Trigger to Implement Contingencies</b>	Failure to deliver design award targets over five year intervals
<b>Trigger Met</b>	No, five years has not passed since the Plan start date.
<b>Contingencies</b>	Work with developers to seek opportunities to improve the quality of design.
<b>Target</b>	<b>100% of appeal decisions won on design grounds</b>
<b>Progress towards Target</b>	Of the 19 appeals decided by the Planning Inspectorate in Rossendale in 21/22, 6 were allowed. 4 of these were initially refused by the Council, at least in part, on design grounds. The other 13 appeals were dismissed on a number of grounds.
<b>Trigger to Implement Contingencies</b>	25% of appeals lost on design grounds
<b>Trigger Met</b>	No, only 21% of appeals were lost on design grounds.
<b>Contingencies</b>	Where necessary, look to provide additional guidance to support relevant policies to encourage more acceptable design.

<b>Target</b>	<b>Approval of at least one exemplar energy scheme</b>
<b>Progress towards Target</b>	No recorded exemplar energy schemes were approved or completed in 21/22.
<b>Trigger to Implement Contingencies</b>	Failure to deliver energy and design award targets over five year intervals
<b>Trigger Met</b>	No, five years has not passed since the Plan start date.
<b>Contingencies</b>	Work is taking place on producing a Climate Change SPD, with a public consultation taking place between the 13 <sup>th</sup> July 22 to 24 <sup>th</sup> August 22. The draft version of the SPD contains guidance on improving the energy efficiency of dwellings.

## Strategic Policy ENV2: Heritage Assets

*“To conserve and enhance the historic environment.”*

<b>Target</b>	<b>Removal of assets from Heritage at Risk (HAR) Register, or progress made in addressing issues with them</b>
<b>Progress towards Target</b>	As of the 31 <sup>st</sup> of March 2022 there were 7 entries within Rossendale on the 2021 HAR Register: <ul style="list-style-type: none"> <li>• Bacup Town Centre - improving</li> <li>• Rawtenstall Town Centre - deteriorating</li> <li>• Church of St Thomas, Haslingden – no change since last year</li> <li>• Church of St Bartholomew, Whitworth – no change</li> <li>• Church of St James, Haslingden – no change</li> <li>• Church of St John the Evangelist, Crawshawbooth – no change</li> <li>• Grane Mill, Haslingden – no change</li> </ul>
<b>Trigger to Implement Contingencies</b>	No change in numbers of heritage assets on the HAR Register
<b>Trigger Met</b>	Yes, there has been no change in the number of entries on the HAR Register from the previous year.
<b>Contingencies</b>	Continue supporting the Bacup High Street Heritage Action Zone and National Lottery Heritage Fund Big Lamp, Haslingden projects and engage with relevant landowners to protect and improve those assets listed on the HAR Register.
<b>Target</b>	<b>Removal of listed buildings from local Buildings at Risk Register</b>
<b>Progress towards Target</b>	This information is not available.

<b>Trigger to Implement Contingencies</b>	No change in numbers of listed buildings on the local Buildings at Risk Register
<b>Trigger Met</b>	Unknown
<b>Contingencies</b>	Continue supporting the Bacup High Street Heritage Action Zone and National Lottery Heritage Fund Big Lamp, Haslingden projects and engage with relevant landowners to protect and improve those assets listed on the HAR Register.
<b>Indicator</b>	<b>No. of heritage-led regeneration projects managed by the Council (operating or applied for)</b>
<b>Results</b>	<p>Good progress is being made on the Bacup High Street Heritage Action Zone and National Lottery Heritage Fund Big Lamp, Haslingden, the below is a progress report from the Economic Development department at the Council:</p> <p><b>Bacup High Street Heritage Action Zone</b> - £1.1million 4 year project – 20 grants to individual building owners to undertake repairs and restoration works to their buildings, including one Grade 2 Listed building, public realm enhancements and artwork at the Hempstead memorial gardens and a diverse range of fun and education community engagement events and training opportunities. The main objectives of the project are to preserve and restore historic fabric, re-engage resident and visitors with their historic high street and to help build resilience and capacity within the engagement activities and training opportunities. The project is the second project of its type to be delivered in Bacup town centre (previously the Bacup THI Heritage Lottery Fund project 2013-2019) and forms part of the wider Bacup 2040 Vision &amp; Masterplan.</p> <p><b>National Lottery Heritage Fund Big Lamp</b> – a 5 year, £2.3 million project focussed on Higher Deardengate, Haslingden. The first project to be delivered as part of the wider Haslingden 2040 Vision &amp; Masterplan. The project has grants for up to 19 priority buildings on Higher Deardengate, a significant public realm scheme to introduce a focussed community events square to the north of Deardengate, improved pedestrian safety and the introduction of trees and flora to improve urban biodiversity. The project will also redevelop one large vacant building and bring it back into viable commercial use. In addition there is an extensive community engagement programme, a training programme for heritage skills and crafts and also a community micro grants budget to help community groups and voluntary organisations deliver their own mini projects. The main objectives of the project are to create a vibrant, resilient and thriving town centre, improve footfall, introduce a dedicated events space and to enable the community to better understand and engage with heritage and Haslingden’s history.</p>

## Policy ENV3: Landscape Character and Quality

*“To protect the distinctive landscape character of the Borough, and to conserve and enhance the natural and built environment.”*

<b>Target</b>	<b>No net loss of landscape character or visual amenity</b>
<b>Progress towards Target</b>	<p><b>Area of land protected from development for their intrinsic landscape character or visual amenity value</b></p> <p>Rossendale is part of the South Pennines Park which is a non-statutory upland landscape. However, Rossendale does not have any areas designated for their landscape value.</p> <p>There was no major housing applications approved within the enclosed uplands or moorland landscape character types in the Borough in 2021/22.</p>
<b>Trigger to Implement Contingencies</b>	Any loss of landscape character or visual amenity
<b>Trigger Met</b>	The trigger has not been met.
<b>Contingencies</b>	Where necessary, identify the problems and measures to address them.

## Policy ENV4: Biodiversity, Geodiversity and Ecological Networks

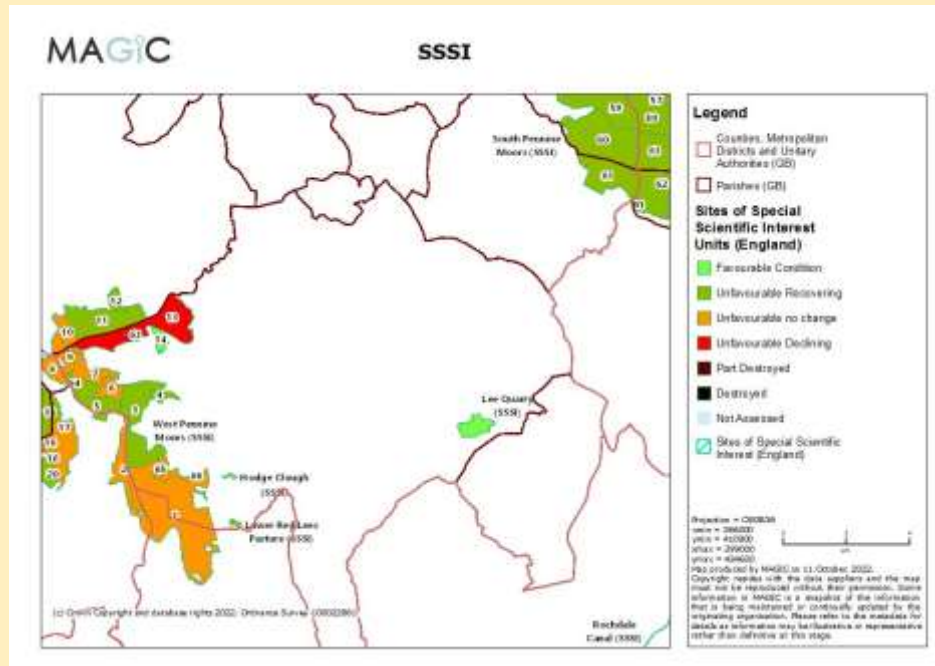
*“To protect biodiversity, geodiversity and ecological networks and to achieve net gain in biodiversity.”*

<b>Target</b>	<b>Maintain number of SSSIs within the district</b>
<b>Progress towards Target</b>	<p><b>No. of SSSIs within or partly within the Borough</b></p> <p>There are 4 Site of Special Scientific Interest located within or partly within the Borough:</p> <ul style="list-style-type: none"> <li>- Lower Red Lees Pasture;</li> <li>- Lee Quarry;</li> <li>- Hodge Clough and</li> <li>- West Pennine Moors</li> </ul>
<b>Trigger to Implement Contingencies</b>	Year on year reduction in the number of SSSIs
<b>Trigger Met</b>	The number of SSSI within or partly within the Borough has remained stable.
<b>Contingencies</b>	Not applicable
<b>Target</b>	<b>Improve % of SSSIs recorded as being in favourable condition</b>
<b>Progress towards Target</b>	<p>% of SSSIs units assessed as being in favourable or unfavourable condition</p> <p>The information on the status of the SSSI available on the Magic Map website as of October 2022 is as follows:</p>



- Lower Red Lees Pasture – unfavourable recovering
- Lee Quarry – favourable condition
- Hodge Clough – favourable condition
- West Pennine Moors – 1 unit in favourable condition, 7 units within or partly within the Borough in unfavourable condition with no change and 1 unit in unfavourable condition declining.

Overall, 25% of the SSSI units within or partly in The Borough are in favourable conditions and 75% are in unfavourable conditions. Please see map below for further information.



<b>Trigger to Implement Contingencies</b>	Year on year reduction in the condition of SSSIs
<b>Trigger Met</b>	Since February 2022, there has been no changes in the status of the SSSIs units.
<b>Contingencies</b>	N/A
<b>Target</b>	<b>No net loss of land within ecological networks</b>
<b>Progress towards Target</b>	<p>Due to issues that the Council is currently experiencing with the internal mapping system it is unable to monitor the progress towards the following targets for the 21/22 monitoring period within this Authority Monitoring Report:</p> <ul style="list-style-type: none"> <li>• Location and extent of existing ecological corridors / networks</li> <li>• No. of development proposals which result in the loss (and extent/% of loss) of areas recognised as being part of the ecological corridors/networks and natural features which provide local distinctiveness</li> </ul> <p>The above monitoring targets should be reported on for the 21/22 period and the 22/23 monitoring period during the next Authority Monitoring Report.</p>

<b>Trigger to Implement Contingencies</b>	Year on year reduction in the condition and extent of ecological corridors / networks
<b>Trigger Met</b>	Unknown
<b>Contingencies</b>	An SPD is to be produced to set out elements within and the role of Ecological Networks.
<b>Target</b>	<b>No net loss of designated areas for their environmental value</b>
<b>Progress towards Target</b>	<p><b>Creation of areas designated for their intrinsic environmental value including sites of international, national, regional or local significance (hectares or other appropriate measure)</b></p> <p>No new areas were designated for their environmental value in 2021/22 in the Borough.</p> <p><b>Loss of areas designated for their intrinsic environmental value including sites of international, national, regional or local significance (hectares or other appropriate measure)</b></p> <p>No areas designated for their environmental value were lost in 2021/22.</p>
<b>Trigger to Implement Contingencies</b>	Any loss of land of biodiversity importance
<b>Trigger Met</b>	The trigger has not been met.
<b>Contingencies</b>	The Council will work with Natural England, Lancashire Wildlife Trust and other partners to address problems.
<b>Target</b>	<b>Net gains in biodiversity</b>
<b>Progress towards Target</b>	<p><b>Hectares of land (or other appropriate measure) of other environmental / biodiversity value enhanced or lost</b></p> <p>No land or biodiversity gain were approved via a Section 106 agreement in 2021/22.</p> <p><b>Amount of net gain/loss of biodiversity in the Borough (using appropriate measure)</b></p> <p>The monitoring of gain /loss of biodiversity can be monitored via the gain in biodiversity units approved through a Section 106 agreement. In 2021/22, no biodiversity net gain was agreed within Section 106 agreements.</p> <p>No applications were approved on ancient woodland.</p>
<b>Trigger to Implement Contingencies</b>	<p>Any loss of land of biodiversity importance</p> <p>Year on year reduction in mature trees, ancient woodland, hedgerows and ponds</p>
<b>Trigger Met</b>	The trigger is not considered to have been met.
<b>Contingencies</b>	Work with developers to seek opportunities where ecological corridors / networks could be extended.

<b>Indicator</b>	<b>Progress towards visitor management plan for South Pennines SPA</b>
<b>Results</b>	Natural England has published their findings of The People and Nature Survey for England in October 2022 <sup>2</sup> which is at the country wide scale. No surveys on visitor numbers specifically to the South Pennines SPA appear to have been undertaken. A planning officer group for Local Authorities in the South Pennines is being reignited to discuss regional matters such as the impact of development on the South Pennine Moors Phase 2 SPA and SAC.
<b>Indicator</b>	Hectares of new greenspace habitats created as part of new development proposals
<b>Results</b>	No on-site greenspace habitats were agreed via a s106 agreement in 21/22.

## Policy ENV5: Green Infrastructure networks

*“To protect green infrastructure networks and to achieve net gain in biodiversity.”*

<b>Target</b>	<b>No net loss of green infrastructure</b>
<b>Progress towards Target</b>	<p>Due to issues that the Council is currently experiencing with the internal mapping system it is unable to monitor the progress towards the following targets for the 21/22 monitoring period within this Authority Monitoring Report:</p> <ul style="list-style-type: none"> <li>• Additional hectares of green infrastructure per approvals / completions</li> <li>• Loss of hectares of green infrastructure</li> </ul> <p>The above monitoring targets should be reported on for the 21/22 period and the 22/23 monitoring period during the next Authority Monitoring Report.</p>
<b>Trigger to Implement Contingencies</b>	Net loss of land of green infrastructure importance within the district
<b>Trigger Met</b>	Unknown
<b>Contingencies</b>	An SPD is to be produced to set out elements within and the role of Ecological Networks.
<b>Target</b>	<b>Net gains in biodiversity</b>
<b>Progress towards Target</b>	<p><b>Amount of net gain/loss of biodiversity in the Borough (using appropriate measure)</b></p> <p>No net gain in biodiversity (either measured in biodiversity value units or hectares of land) was agreed in Section 106 agreements during 2021/22.</p>
<b>Trigger to Implement Contingencies</b>	Any loss of land of biodiversity importance
<b>Trigger Met</b>	The trigger is not considered to have been met.

<sup>2</sup> <https://www.gov.uk/government/statistics/the-people-and-nature-survey-for-england-year-2-annual-report-data-and-publications-april-2021-march-2022-official-statistics-main-findings/the-people-and-nature-survey-for-england-year-2-annual-report-data-and-publications-april-2021-march-2022-official-statistics-main-findings>

<b>Contingencies</b>	Work with developers to seek opportunities where ecological corridors / networks could be extended.
<b>Indicator</b>	<b>Mitigation measures adopted</b>
<b>Results</b>	Two major housing sites were approved on land designated as Green Infrastructure before the adoption of the Local Plan in December 2021. Conditions have been applied to these permissions including the production of a Construction Environmental Management Plan (2020/0436 – land rear of 85 Grane Road, Haslingden) and the provision of biodiversity net gain at the Reserved Matters stage (2019/0405 – Irwell Vale Mill).

## Policy ENV6: Environmental Protection

*“To prevent, reduce or mitigate against pollution or land instability.”*

<b>Target</b>	<b>Improvements in air quality levels</b>
<b>Progress towards Target</b>	<p><b>Current air quality level:</b></p> <p>The 2021 Air Quality Annual Status Report for Rossendale dated September 2021 states that main local air quality issue “continues to be Nitrogen Dioxide (NO<sub>2</sub>) caused by road vehicle emissions”. There was a reduction in NO<sub>2</sub> in the Air Quality Management Areas (AQMA) due to Covid lockdowns. A new Air Quality Management Area could be declared along Grane Road, Haslingden based on the level of NO<sub>2</sub> at this location.</p>
<b>Trigger to Implement Contingencies</b>	Year on year worsening of air quality levels
<b>Trigger Met</b>	The trigger has not been met as there has been an improvement in AQMAs in 2020 as a result of the Covid lockdowns.
<b>Contingencies</b>	Where necessary, work with relevant agencies and partners to address potential problems.
<b>Target</b>	<b>Removal of Air Quality Management Areas (AQMA’s)</b>
<b>Progress towards Target</b>	<p><b>No. of AQMA’s</b></p> <p>There are two AQMAs declared at Rawtenstall and Haslingden. However, a new AQMA could be declared along Grane Road in Haslingden due to high level of NO<sub>2</sub>.</p>
<b>Trigger to Implement Contingencies</b>	Year on year worsening of air quality levels
<b>Trigger Met</b>	The trigger has not been met as there has been an improvement in air quality in 2020. However, a new AQMA is likely to be declared to address high level of NO <sub>2</sub> at a location along Grane Road, Haslingden.
<b>Contingencies</b>	Where necessary, work with relevant agencies and partners to address potential problems.

## Policy ENV7: Wind Turbines

*“To support renewable energy whilst protecting valuable assets.”*

<b>Indicator</b>	<b>Amount of wind energy capability approved / generated</b>
<b>Results</b>	No new wind turbines applications were approved in 2021/22. However an EIA screening opinion was requested for an additional turbine at Reaps Moss, Todmorden Moor.  According to our records, no new wind turbines were installed in 2021/22.

## Policy ENV8: Other forms of Energy Generation

*“To support renewable energy provision.”*

<b>Indicator</b>	<b>Amount of other renewable energy capability approved / generated</b>
<b>Results</b>	In 2021/22, there were 2 applications approved for biomass boilers and one for a heat pump.  An agricultural building to contain a biomass boiler has been built on the land at Bamford Road in Ramsbottom in 2021/22 (reference 2021/0375). Also, a large heat pump system has been confirmed as completed at the Fisherman’s Retreat (reference 2019/0558) and a smaller domestic one in Rawtenstall in 2021/22.

## Policy ENV9: Surface Water Run-Off, Flood Risk, Sustainable Drainage and Water Quality

*“To avoid flooding, surface water or drainage issues.”*

<b>Target</b>	<b>Reduction in homes built in Flood Zone 2</b>
<b>Progress towards Target</b>	<b>No. of dwellings approved in areas at risk of flooding:</b>  Out of the 3 planning applications to which the EA originally objected in 2021/22, two were refused and one was approved. The application approved (2021/0487) relates to an access road to an existing dwelling.
<b>Trigger to Implement Contingencies</b>	Increased incidents of major flood events
<b>Trigger Met</b>	No major flood incidents have been recorded in 2021/22.
<b>Contingencies</b>	Continue to work with partners to manage flood risk.
<b>Target</b>	<b>Sustainable Drainage Systems (SuDS) provided where necessary for development</b>
<b>Progress towards Target</b>	Amongst the 33 comments that the Lead Local Flood Authority provided in 21/22 on planning applications (including re-consultation comments), conditions related to SuDS were attached to 3 permissions (2021/0270 – Whitworth High School; 2021/0454 – Hawthorn House and 2021/0022 – Land at the end of Meadow Edge Close, Cloughfold).

	In addition, a condition of the outline planning permission granted at Irwell Vale Mill in 2021/22 requires further information on SuDS provision at the Reserved Matters stage (the LLFA commented on this outside of the monitoring period).
<b>Trigger to Implement Contingencies</b>	Reduction in SuDS provision.
<b>Trigger Met</b>	The trigger has not been met.
<b>Contingencies</b>	Continue to monitor the provision of SuDS
<b>Indicator</b>	<b>No of planning permissions granted contrary to EA advice on flooding and water quality grounds</b>
<b>Results</b>	The Environment Agency initially objected to 3 applications in 2021/22: two residential (2021/0320, 2021/0487) and one agricultural (2021/0376). The Environment Agency advice was followed in all 3 instances <sup>3</sup> therefore no permissions were granted contrary to EA advice.

## Policy ENV10: Trees and Hedgerows

*“To protect trees and woodland and ensure provision of new planting.”*

<b>Indicator</b>	<b>No. of Arboricultural Implications Assessments (AIA) submitted for development involving the loss of trees or woodland</b>
<b>Results</b>	Of the 4 major residential dwelling applications approved in 21/22, 3 applications provided tree surveys. The one application which did not provide a tree survey was a Prior Approval application.
<b>Indicator</b>	<b>No. of trees subject to a Tree Preservation Order (TPO) lost</b>
<b>Results</b>	Approval was granted for the felling of 36 trees and 4 groups of trees which were subject to a TPO in 21/22. 16 replacement trees were required as part of these approvals.
<b>Trigger met</b>	Based on the number of TPO trees felled and replaced there has been a reduction of 20 trees.
<b>Contingencies</b>	Some of the permissions would have been granted prior to the adoption of the Local Plan in December 2021. Monitoring of the target in the next year (2022/23) will provide further information on the implementation of Policy ENV10 which require 2 trees to be planted for any tree lost.

<sup>3</sup> <https://www.gov.uk/government/publications/environment-agency-objections-to-planning-on-the-basis-of-flood-risk>

# Chapter 7: Leisure and Tourism

## Policy LT1: Protection of Playing Pitches, Existing Open Space, Sport and Recreation Facilities

*“To protect existing playing pitches, open space, sport and recreation to support the role they play in health, well-being and amenity.”*

Indicator	Levels of Visitor Numbers attracted to the District				
<b>Results</b>	Data relating to Rossendale’s Visitor Economy was published by <a href="#">Marketing Lancashire for 2021</a> , based on STEAM data, which is a tourism specific economic impact model. This shows the effect that Covid-19 has had on visitor numbers and on the economy.				
		<b>2018</b>	<b>2020</b>	<b>2021</b>	<b>2018 vs 2021</b>
	Total Visitor Numbers (millions)	1.44	0.37	0.95	-34%
	Day Visitors (millions)	1.30	0.31	0.86	-34%
	Staying Visitors (millions)	0.14	0.06	0.09	-36%
	Total Visitors Days (millions)	1.65	0.47	1.09	-34%
	Visitor Days – staying visitors (millions)	0.35	0.15	0.23	-34%
	<p>Prior to the pandemic Lancashire was experiencing steady growth in its visitor economy sector. Although still not at the 2018 levels, the sector is improving though visitor numbers are down by 17 million people, economic impact reduced by almost £900m, and job numbers down by almost 20,000 FTEs (full-time equivalents).</p> <p>Of all the 14 districts in Lancashire, Rossendale still records the lowest figures in terms of key statistics relating to tourism.</p> <p>Rossendale has the smallest share of recorded visitor numbers (at 2% of the total number visiting Lancashire as a whole).</p> <p>STEAM data also records the share of economic impact being 1% of the county’s share (at £44.7m).</p> <p>Employment is measured in full-time equivalent jobs; 517 jobs were recorded in 2021, a loss of 100 FTE jobs since 2018.</p> <p><b>The Council’s Economic Development team estimate the following numbers to key destinations in Rossendale:</b></p> <p><b>The Whitaker</b> – predicted 55-60,000 visitors this year.</p>				

**Rawtenstall Market** – Approximately 6,000 people at events / Foodie Fridays. Market days attracting 1000-1500 people per day.

**Ski Rossendale** – estimate approximately 25,000 visitors.

When information is available from the footfall counters this will be included in future Reports and inform the health checks.

Indicator	Number of approvals for cultural and leisure facilities (per type of proposals)		
<b>Results</b>			
	<b>Planning Ref</b>	<b>Description of Development</b>	<b>Address</b>
	2020/0458	Change of use .... to a mixed use of sui generis and residential use to enable events such as a farmers' market, a gallery and music concerts ....	St John The Evangelist Burnley Road Bacup Lancashire OL13 8AB
	2021/0082	Engineering operations, viewing shelter and overspill car park for adventure golf	Golf Rossendale
	2021/0116	Single storey extension to clubhouse to form new cellar	Bacup Cricket Club Greensnook Lane Bacup Lancashire OL13 9BT
	2021/0693	Creation of new pump track and related works.	Playground And Recreation Area, Exchange Street, Edenfield

<b>Target</b>	<b>Increase in provision of open space, recreation and sports facilities where a deficit or need has been identified</b>		
<b>Progress towards Target</b>	No major housing applications were approved on existing open space, recreation or sports land in 21/22.		
	<b>Planning Ref</b>	<b>Description of Development</b>	<b>Address</b>
	2021/0270	Part demolition and re-development of school including .....new grass pitches	Whitworth High School
<b>Trigger to Implement Contingencies</b>	Year on year reduction in open space, recreation, leisure and sports facilities		
<b>Trigger Met</b>	There has been no reduction in provision.		
<b>Contingencies</b>	Should community facilities, which are demonstrably valuable to the communities they serve, be lost, then consideration should be given as to whether further protection is necessary in the Local Plan process.		





## Policy LT2: Community Facilities

*“To protect valued facilities and ensure continued sustainability of communities.”*

<b>Target</b>	<b>No loss in community facilities</b>		
<b>Progress towards Target</b>	No. of approvals / completions of new community facilities		
	No. of approvals / completions involving the loss of existing community facilities		
	<b>Application Ref</b>	<b>Description of Development</b>	<b>Address</b>
	2021/0284	Change of use from Community Centre to 1 x Dwelling with rear parking and bin storage	515 Market Street Whitworth Rochdale Lancashire OL12 8QN
<b>Trigger to Implement Contingencies</b>	Year on year reduction in reported community facilities		
<b>Trigger Met</b>	There was a loss of a community facility in Whitworth; further losses will need to be monitored in future years to assess if there is a trend and assess potential deficits for local communities.		
<b>Contingencies</b>	Ongoing monitoring		

## Policy LT3: Tourism

*“To support the economic benefits gained from tourism.”*

<b>Target</b>	<b>Increase in tourism related facilities, in line with the Tourism Strategy</b>
<b>Progress towards Target</b>	No. of approvals/completions involving new tourism related facilities
	No approvals for tourist-specific facilities have been granted. Please see details of other approvals relating to community or leisure facilities, which are recorded in this section of the AMR.
<b>Trigger to Implement Contingencies</b>	No or net loss of tourist facilities
<b>Trigger Met</b>	N/A
<b>Contingencies</b>	N/A

## Policy LT4: Overnight Visitor Accommodation

*“To improve the tourism offer.”*

Target	Increase in high quality visitor accommodation in appropriate areas																																			
<b>Progress towards Target</b>	<p>No. of approval / completions of overnight tourism accommodation</p> <p>Location of approvals / completions involving overnight visitor accommodation</p> <p>Data provided by STEAM 2021 shows there have been year on year increases in non-serviced accommodation (e.g. holiday lets), and a decline in the serviced accommodation stock (e.g. hotels). This has resulted in an overall loss of bed spaces in the Borough, which was already experiencing lower levels of overnight accommodation than surrounding areas.</p> <table border="1"> <thead> <tr> <th></th> <th>2018</th> <th>2020</th> <th>2021</th> <th>2018-2021</th> </tr> </thead> <tbody> <tr> <td><b>Accommodation Stock (bed spaces)</b></td> <td>267</td> <td>245</td> <td>252</td> <td>-5.6%</td> </tr> <tr> <td><b>Serviced Accommodation Stock</b></td> <td>179</td> <td>145</td> <td>148</td> <td>-17.0 %</td> </tr> <tr> <td><b>Non-serviced accommodation stock</b></td> <td>88</td> <td>100</td> <td>104</td> <td>+18.0%</td> </tr> </tbody> </table> <p>The table below shows the planning applications relating to the provision of additional bed spaces for overnight accommodation; all relate to non-serviced accommodation.</p> <table border="1"> <thead> <tr> <th>Application Ref</th> <th>Description of Development</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td>2021/0281</td> <td>Lawful Development Certificate: Proposed change of use from an annexe to a holiday let</td> <td>208 Burnley Road Bacup Lancashire OL13 8QE</td> </tr> <tr> <td>2021/0386</td> <td>Full: Change of use from bed and breakfast accommodation (Class C1) to dwelling house (Class C3)</td> <td>Hindle Pastures Lane Highgate Whitworth Rochdale Lancashire OL12 0TS</td> </tr> <tr> <td>2021/0396</td> <td>Full: Change of Use of land to accommodate 2no. glamping huts, 1no. plant hut and associated septic tank.</td> <td>Gindles Lodge Lane Sales Ramsbottom Bury Lancashire BL9 6TH</td> </tr> <tr> <td>2021/0449</td> <td>Full: construction of 5 no. glamping pods and amenity block, with associated works.</td> <td>Hey Meadow Farm Coal Pit Lane Whitewell Bottom Rossendale BB4 9SB</td> </tr> </tbody> </table>		2018	2020	2021	2018-2021	<b>Accommodation Stock (bed spaces)</b>	267	245	252	-5.6%	<b>Serviced Accommodation Stock</b>	179	145	148	-17.0 %	<b>Non-serviced accommodation stock</b>	88	100	104	+18.0%	Application Ref	Description of Development	Address	2021/0281	Lawful Development Certificate: Proposed change of use from an annexe to a holiday let	208 Burnley Road Bacup Lancashire OL13 8QE	2021/0386	Full: Change of use from bed and breakfast accommodation (Class C1) to dwelling house (Class C3)	Hindle Pastures Lane Highgate Whitworth Rochdale Lancashire OL12 0TS	2021/0396	Full: Change of Use of land to accommodate 2no. glamping huts, 1no. plant hut and associated septic tank.	Gindles Lodge Lane Sales Ramsbottom Bury Lancashire BL9 6TH	2021/0449	Full: construction of 5 no. glamping pods and amenity block, with associated works.	Hey Meadow Farm Coal Pit Lane Whitewell Bottom Rossendale BB4 9SB
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2020/0458	Construction of a new stand-alone 1-bedroom apartment for use as a holiday let.	St John The Evangelist Burnley Road Bacup Lancashire OL13 8AB
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One application was approved for the loss of a bed and breakfast/holiday let, comprising three double bedrooms.

Application Ref	Description of Development	Address
2021/0386	Change of use from bed and breakfast (C1) to dwelling house (Class C3)	Hindle Pastures, Highgate Lane, Whitworth, OL12 0TS

<b>Trigger to Implement Contingencies</b>	No increase or net loss of visitor accommodation
<b>Trigger Met</b>	Although the STEAM data reports a loss in terms of number of bed spaces, overall in respect of planning applications and approvals there has been an increase, particularly for non-serviced accommodation such as glamping pods.
<b>Contingencies</b>	Work with Economic Development / other bodies to address issues.

# Chapter 8: Transport

## Strategic Policy TR1: Strategic Transport

*“To enhance connectivity, support economic growth while improving air quality and tackling climate change.”*

Target	Delivery of infrastructure as described in the Infrastructure Delivery Plan (IDP)						
Progress towards Target	Implementation of necessary transport infrastructure as identified in IDP						
	This will be provided in the Infrastructure Funding Statement 2021 to 2022 which will be available on the Council’s website at <a href="https://www.rossendale.gov.uk/info/210144/planning_and_building_control/10637/more/4">https://www.rossendale.gov.uk/info/210144/planning_and_building_control/10637/more/4</a> by the end of the year.						
	<a href="#">Infrastructure Delivery Plan 2019 update   Rossendale Borough Council</a>						
	Ref	Location	Scheme	Priority (H/M/L)	Lead Delivery Agency	Potential Delivery Mechanism	Stats Update – Marc 2022
	T1	Junctions identified in T2-T7	Monitoring	H	LCC	LCC/RBC	Ongoing
T2	A681 Corridor Rawtenstall to Bacup (and other locations as identified)	Corridor improvements (including potential improvement schemes identified at Waterfoot roundabout improvements and Toll Bar Roundabout, Stacksteads, Tup Bridge Rawtenstall, Staggered crossroads on Burnley Road Booth Fold, St James Square, Bacup)	M	LCC	LCC/RBC/s106	Submission of LUF bid for funding to target some key locations	
T3	Rawtenstall	Gyratory Improvements	M	LCC	LCC, DfT, Local Prosperity Fund, HIF (or replacement, s106)	Submission of LUF bid for funding	
T4	Haslingden	Haslingden Roundabout / Tesco Roundabout	M	LCC / RBC	As above	Under review	

T5	Rising Bridge	A56 Roundabout	M	HE / LCC / RBC	As above	Under review
T6	Haslingden	Grane Road / Holcombe Road Junction	M	LCC / RBC	As above	Planning application identifies measures
T7	Haslingden	Grane Road / A56 junctions	M	LCC / RBC	As above	Under review
T8	Edenfield	Rochdale Road / Market St Roundabout	M	LCC / RBC	As above	Under review, being considered as part of development of housing allocation H66
T9	X41 / X43 Bus services	Reliability and journey time improvements	L	Unknown	Unknown	Under review
T10	Strategic Road Network A682 / A56 SB	A682 / A56 SB Merge	L	HE - now National Highways	Dft RIS 04 (2030 onwards)	Under review
T11	NCR6 Valley of Stone to NCR6 link	NCR6 Complementary route	L	LCC / HE	RIS 02	Under review through the LCWIP (Local Cycling Walking Infrastructure Plan) study, being undertaken with LCC.
T12	NCR6 to Haslingden town centre	NCR6 Complementary route	L	LCC	Unknown	
T13	NCR6 Valley of Stone to Bacup town centre	NCR6 Complementary route	L	LCC	Unknown	
T14	NCR6 Rawtenstall railway station to New Hall Hey retail park	NCR6 Complementary route	L	LCC	s106	
T15	NCR6 Rawtenstall to Dunnockshaw	NCR6 Complementary route	L	LCC	Unknown	
T16	East Lancashire Railway Line	Valley City Railway Link	L	TfGM / LCC / Network Rail / Valley City Link Steering Group	DfT, TfGM	SOBC being prepared to advance this scheme.
T17	Ewood Bridge	Park and Ride	L	RBC	DfT / RBC / LCC	Under review

\*Cost estimates for highway transportation schemes based on Highway Capacity Study (2018). Estimated costs are exclusive of land acquisition, land compensation (part 1 claims), alteration to statutory undertakers' infrastructure, changes or provision of structures, earthworks over and above typical excavation or other unforeseen construction requirements and are subject to detailed highway, signal and drainage design. Cost estimates are provided for illustrative purposes only. Cycle scheme estimated costs based on Rossendale IDP 2018.

<b>Trigger to Implement Contingencies</b>	Year on year failure to meet timescales identified within the IDP
<b>Trigger Met</b>	This is the start of the plan period and this target will be kept under regular review and reported on in future AMRs.
<b>Contingencies</b>	Continue to liaise with infrastructure providers to ensure that provision is made, where this cannot be achieved consider how barriers can be removed.

## Policy TR2: Footpaths, Cycleways and Bridleways

*“To support recreation, health and well-being.”*

<b>Indicator</b>	<b>Kilometres of existing and new / enhanced walking / cycle routes</b>
<b>Results</b>	<ul style="list-style-type: none"> <li>• Valley of Stone – 15.14 km</li> <li>• National Cycle Route 6 – 9.61 km</li> <li>• Regional Cycle Route 91 – 40.65 km</li> <li>• South of Rawtenstall section (proposed) – 9.77 km</li> <li>• Rawtenstall to Dunnockshaw section (proposed) – 6.28 km</li> </ul>
<b>Indicator</b>	<b>Amount of investment in routes</b>
<b>Results</b>	<p>Rosendale Borough Council and Lancashire County Council are actively working together on the Lancashire Cycling and Walking Infrastructure Project (LCWIP) to secure improvements to routes throughout Rosendale.</p> <p>A planning application was approved in 21/22 for a new Aldi food store in Bacup (2020/0363) and makes a provision for a shared cycling and walking route into and from the store.</p>

## Strategic Policy TR4: Parking

*“To provide for appropriate levels of car parking and encourage the use of electric vehicles.”*

<b>Target</b>	<b>75% of new dwellings granted approval by 2036 to be fitted with electric vehicle (EV) recharging points</b>
<b>Progress towards Target</b>	<p>No major residential planning applications were approved or completed in 21/22 which included EV charging points.</p> <p>One major retail planning application (2020/0363) approved in 21/22 provides 4 EV charging points.</p>
<b>Trigger to Implement Contingencies</b>	Failure to condition 75% of new dwelling permissions within the reported year

<b>Trigger Met</b>	No major residential planning applications were approved or completed with EV charging points in 21/22. We expect this figure to rise in subsequent monitoring periods following the adoption of the Local Plan in December 2021 allowing officers to assign greater weight to the Plan policies than before adoption.
<b>Contingencies</b>	Work with developers and LCC Highways to identify potential barriers to the provision of electric vehicle charging points.



# Appendices

## Appendix 1: List of Housing Allocations

Housing Allocation Ref.	Site name	Net developable area (ha)	No. of units proposed	Density (dwellings per hectare)	Delivery Timescale	Greenfield/Brownfield	Allocation	Policy	Site Specific Policy
<b>Rawtenstall, Crawshawbooth, Goodshaw and Loveclough</b>									
H1	Magistrates Court, Rawtenstall	0.02	11	550	Years 1-5	Brownfield	Housing	HS2	
H2	Land at former Oakenhead Resource Centre	0.69	19	28	Years 1-5	Brownfield	Housing	HS2	
H3	Turton Hollow, Goodshaw	0.87	26	30	Years 6-10	Mixed but largely greenfield	Housing	HS2	
H4	Swinshaw Hall, Loveclough	1.72	47	26	Years 1-5	Greenfield	Housing	HS2	Yes
H5	Land south of 1293 Burnley Road, Loveclough	0.19	5	26	Years 6-10	Greenfield	Housing (Self Build)	HS20	
H6	Land Adjacent Laburnum Cottages, Goodshaw	0.31	10	32	Years 6-10	Greenfield	Housing	HS2	Yes
H7	Oak Mount Garden, Rawtenstall	0.29	9	31	Years 6-10	Greenfield	Housing	HS2	Yes
H8	Land at Bury Road, Rawtenstall	0.25	7	28	Years 6-10	Greenfield	Housing	HS2	Yes
H9	The Hollins, Hollin Way	2.62	70	27	Years 1-15	Greenfield	Housing	HS2	
H10	Reedsholme Works, Rawtenstall	2.19	110	50	Years 1-15	Brownfield	Housing	HS2	
H11	Loveclough Working Mens Club and land at rear and extension	3.2	94	29	Years 1-10	Mixed	Housing	HS2	

Housing Allocation Ref.	Site name	Net developable area (ha)	No. of units proposed	Density (dwellings per hectare)	Delivery Timescale	Greenfield/Brownfield	Allocation	Policy	Site Specific Policy
H12	Hall Carr Farm, off Yarraville Street	1.07	26	24	Years 6-10	Greenfield	Housing	HS2	
H13	Land East of Acrefield Drive	0.61	18	30	Years 11-15	Greenfield	Housing	HS2	
H14	Land south of Goodshaw Fold Road	0.23	7	30	Years 1-5	Greenfield	Housing	HS2	
H15	Carr Barn and Carr Farm	1.24	25	20	Years 6-10	Greenfield	Housing	HS2	Yes
H16	Land off Lower Clowes Road, New Hall Hey	0.27	7	26	Years 11-15	Greenfield	Housing	HS2	
<b>Bacup, Stacksteads, Britannia and Weir</b>									
H17	Old Market Hall, Bacup	0.16	16	100	Years 6-10	Brownfield	Housing	HS2	Yes
H18	Reed Street, Bacup	0.42	22	52	Years 1-5	Brownfield	Housing	HS2	
H19	Former Bacup Health Centre	0.2	12	60	Years 1-5	Brownfield	Housing (Specialist Housing)	HS19	
H20	Glen Mill, 640 Newchurch Road, Stacksteads	0.17	9	53	Years 1-5	Brownfield	Housing	HS2	
H21	The Former Commercial Hotel, 318A, 316B and 316C Newchurch Road	0.04	7	175	Years 1-5	Brownfield	Housing	HS2	
H22	Land at Blackwood Road, Stacksteads	1.37	41	30	Years 6-10	Mixed	Housing	HS2	Yes
H23	Land off Greensnook Lane, Bacup	1.43	26	18	Years 1-10	Greenfield	Housing	HS2	
H24	Land off Fernhill Drive, Bacup	0.15	5	33	Years 6-10	Greenfield	Housing	HS2	
H25	Sheephouse Reservoir, Britannia	2.1	63	30	Years 1-5	Greenfield	Housing	HS2	Yes
H26	Land off Pennine Road, Bacup	2.8	71	30	Years 1-10	Greenfield	Housing	HS2	Yes
H27	Tong Farm, Bacup	1.7	51	30	Years 6-10	Greenfield	Housing	HS2	
H28	Lower Stack Farm	0.32	10	31	Years 6-10	Greenfield	Housing	HS2	Yes

Housing Allocation Ref.	Site name	Net developable area (ha)	No. of units proposed	Density (dwellings per hectare)	Delivery Timescale	Greenfield/Brownfield	Allocation	Policy	Site Specific Policy
H29	Booth Road/Woodland Mount, Brandwood	0.35	14	40	Years 1-5	Greenfield	Housing	HS2	
H30	Land off Rockcliffe Road and Moorlands Terrace, Bacup	3.22	63	20	Years 1-10	Greenfield	Housing	HS2	
H31	Land at Higher Cross Row, Bacup	0.53	10	32	Years 6-10	Greenfield	Housing	HS2	Yes
H32	Hare and Hounds Garage, Newchurch Road, Stacksteads	0.15	9	60	Years 6-10	Brownfield	Housing	HS2	
H33	Land off Gladstone Street, Bacup	2.1	63	30	Years 6-10	Mixed	Housing	HS2	Yes
H34	Land off Burnley Road and Meadows Avenue, Bacup	0.13	6	46	Years 1-5	Greenfield	Housing	HS2	
H35	Land off Cowtoot Lane, Bacup	3.13	94	30	Years 1-10	Greenfield	Housing	HS2	Yes
H36	Land off Todmorden Road, Bacup	2.98	53	18	Years 1-10	Greenfield	Housing	HS2	Yes
H37	Land south of The Weir Public House	1.77	52	29	Years 6-10	Greenfield	Housing	HS2	
H38	Land West of Burnley Road, Weir	0.46	10	22	Years 6-10	Greenfield	Housing	HS2	
H39	Irwell Springs, Weir	2.48	46	19	Years 1-5	Greenfield	Housing	HS2	
<b>Haslingden and Rising Bridge</b>									
H40	Former Haslingden Police Station, Manchester Road	0.12	8	67	Years 1-5	Brownfield	Housing	HS2	
H41	1 Laburnum Street	0.04	8	200	Years 6-10	Brownfield	Housing	HS2	
H42	Land at Kirkhill Avenue, Haslingden	0.74	22	30	Years 6-10	Greenfield	Housing	HS2	Yes
H43	Land Off Highfield Street	0.45	13	29	Years 6-10	Greenfield	Housing	HS2	

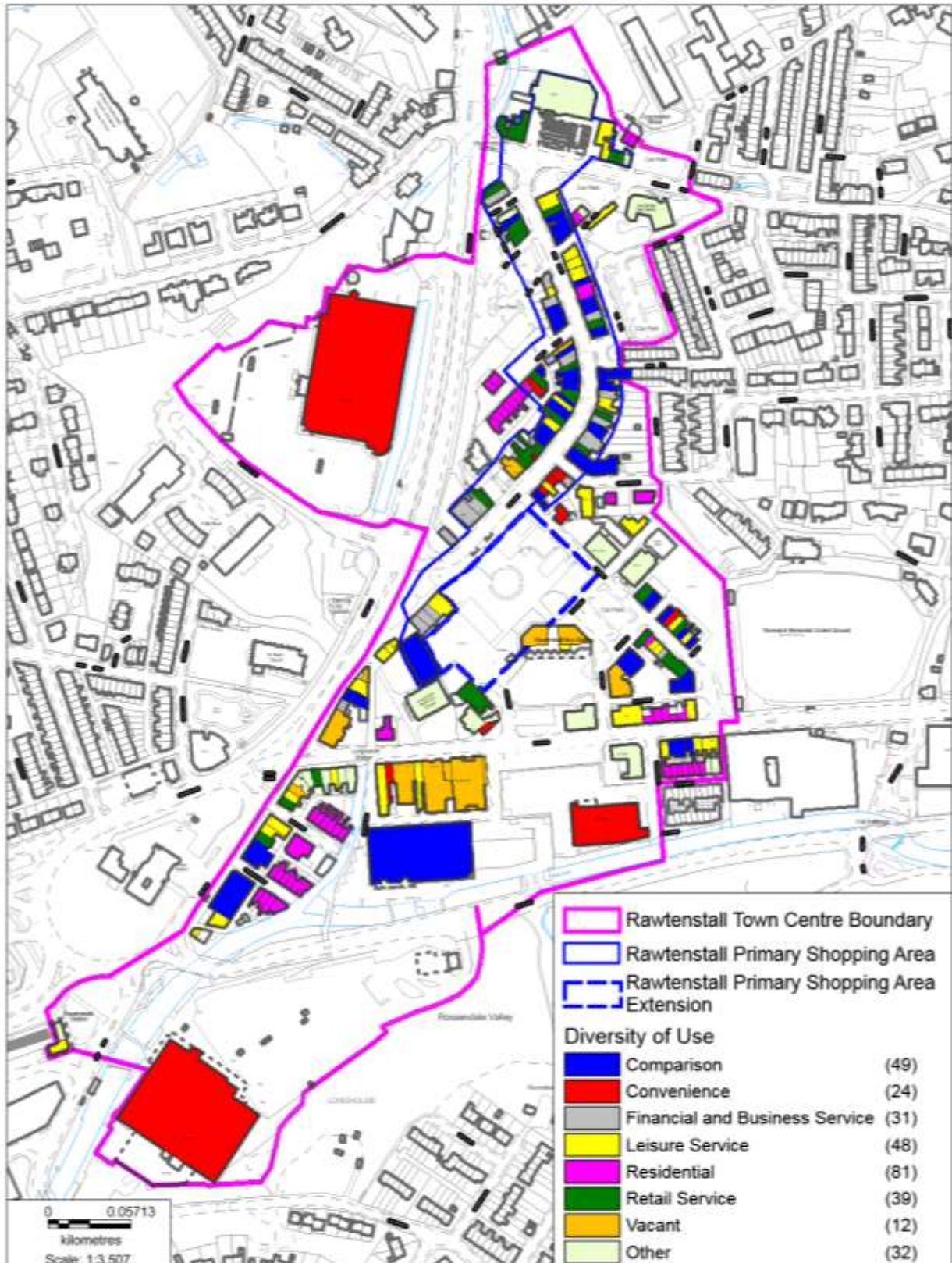
Housing Allocation Ref.	Site name	Net developable area (ha)	No. of units proposed	Density (dwellings per hectare)	Delivery Timescale	Greenfield/Brownfield	Allocation	Policy	Site Specific Policy
H44	Land adjacent 53 Grane Road	0.15	5	33	Years 6-10	Greenfield	Housing	HS2	
H45	Land Adjacent Park Avenue/Criccieth Close	1	30	30	Years 1-5	Greenfield	Housing	HS2	Yes
H46	Land to side and rear of Petrol Station, Manchester Road	0.16	6	38	Years 6-10	Brownfield	Housing	HS2	Yes
H47	Haslingden Cricket Club Land, off Private Lane	0.74	30	41	Years 1-5	Greenfield	Housing	HS2	Yes
<b>Waterfoot, Lumb, Cowpe and Water</b>									
H48	Waterfoot Primary School	0.4	21	53	Years 1-5	Brownfield	Housing (Specialist Housing)	HS19	
H49	Land at Ashworth Road, Water	0.06	6	100	Years 1-5	Brownfield	Housing	HS2	
H50	Carr Mill and Bolton Mill, Cowpe	0.07	11	157	Years 6-10	Brownfield	Housing	HS2	
H51	Knott Mill Works, Pilling Street and Orchard Works, Miller Barn Lane	0.06	5	83	Years 6-10	Brownfield	Housing	HS2	
H52	Foxhill Drive	0.22	7	32	Years 1-5	Greenfield	Housing	HS2	Yes
H53	Land off Lea Bank	0.31	9	29	Years 6-10	Greenfield	Housing (Self Build)	HS20	Yes
H54	Land Adjacent Dark Lane Football Ground	1.95	95	48	Years 1-10	Mixed	Housing	HS2	
H55	Johnny Barn Farm and land to the east, Cloughfold	4.55	80	18	Years 1-10	Greenfield	Housing	HS2	Yes
H56	Hareholme, Staghills	0.33	9	27	Years 6-10	Greenfield	Housing (Self Build)	HS20	Yes
H57	Land off Peel Street, Cloughfold	0.28	8	29	Years 6-10	Greenfield	Housing	HS2	Yes

Housing Allocation Ref.	Site name	Net developable area (ha)	No. of units proposed	Density (dwellings per hectare)	Delivery Timescale	Greenfield/Brownfield	Allocation	Policy	Site Specific Policy
H58	Hargreaves Fold Lane, Chapel Bridge, Lumb	0.75	23	31	Years 6-10	Greenfield	Housing	HS2	Yes
<b>Whitworth, Facit and Shawforth</b>									
H59	Albert Mill, Whitworth	1.14	85	74	Years 1-10	Brownfield	Housing	HS2	
H60	Land North Of King Street	0.17	5	29	Years 6-10	Greenfield	Housing	HS2	
H61	Land Behind Buxton Street	0.41	28	68	Years 1-5	Greenfield	Housing (Specialist Housing)	HS2	
H62	Former Spring Mill (land off eastgate and westgate)	3.7	119	32	Years 1-10	Brownfield	Housing	HS2	
H63	Cowm Water Treatment Works, Whitworth	0.68	10	15	Years 1-5	Mixed	Housing	HS2	
<b>Edenfield, Helmshore, Irwell Vale and Ewood Bridge</b>									
H64	Irwell Vale Mill	1.43	30	21	Years 1-5	Mixed	Housing	HS2	Yes
H65	Land East of Market Street, Edenfield	0.31	9	29	Years 6-10	Brownfield	Housing	HS2	Yes
H66	Land West of Market Street, Edenfield	13.74	400	29	Years 1-15	Greenfield	Housing	HS2	Yes
H67	Edenwood Mill, Edenfield	0.99	47	50	Years 1-5	Mixed	Housing	HS2	Yes
H68	Grane Village, Helmshore	4	139	35	Years 1-10	Mixed but largely greenfield	Housing	HS2	Yes
<b>Mixed-use including residential</b>									
M1	Waterside Mill, Bacup	0.09	39	433	Years 6-10	Brownfield	Mixed-use	EMP2	Yes
M3	Isle of Man Mill, Water	0.54	16	30	Years 6-10	Mixed	Mixed-use	EMP2	Yes

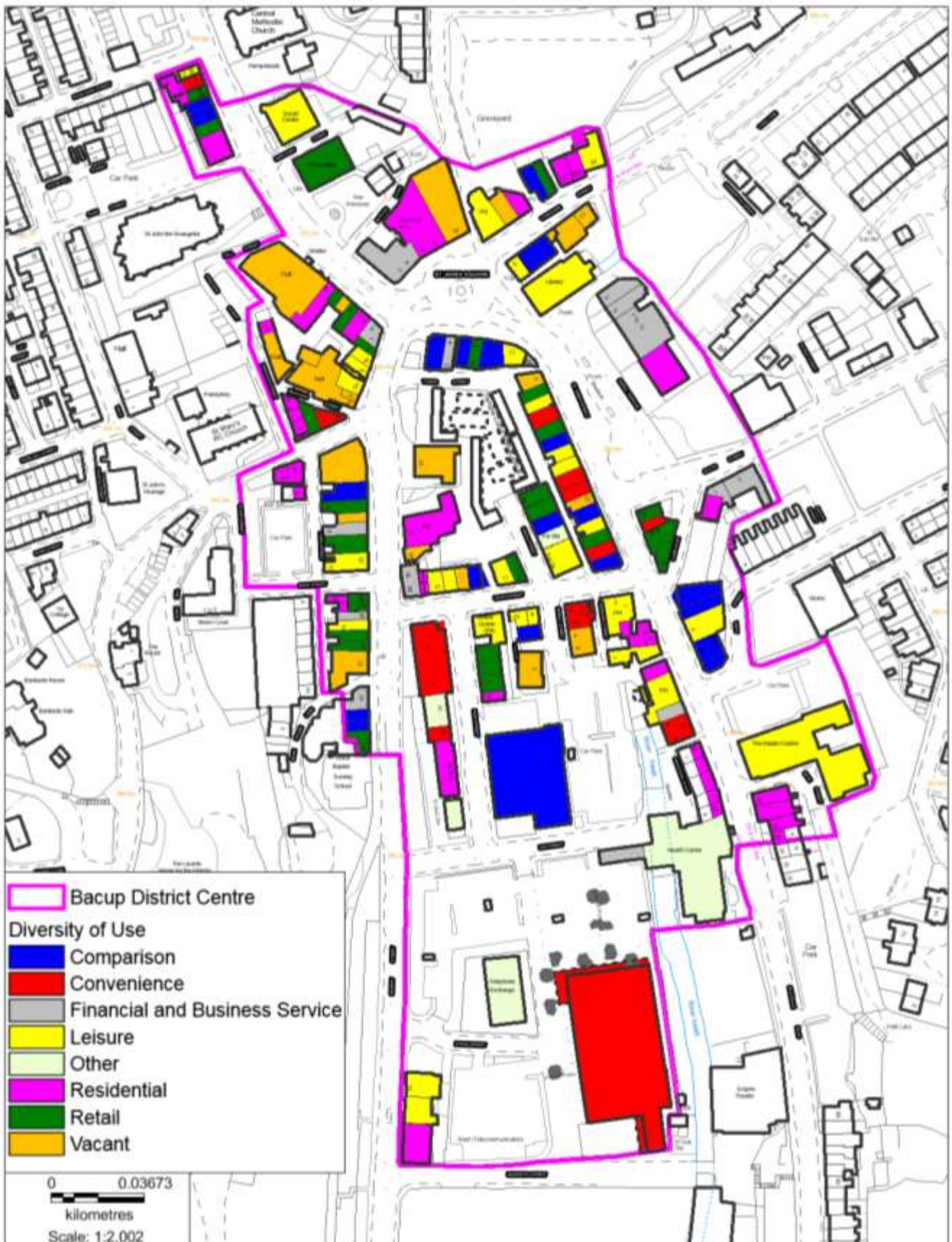
## Appendix 2: Town Centre Health Check Maps

### Town Centre

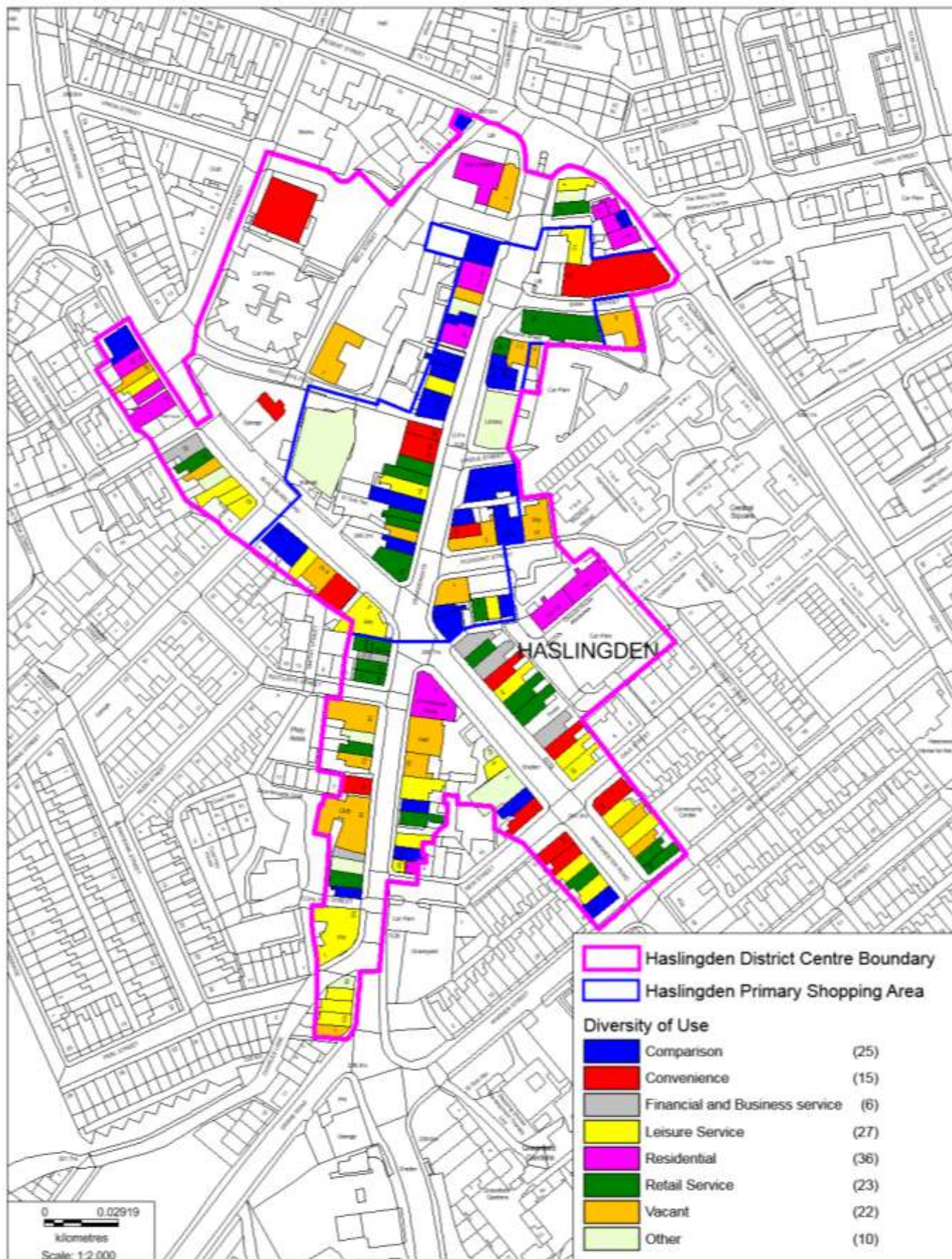
#### RAWTENSTALL TOWN CENTRE - DIVERSITY OF USE



### BACUP DISTRICT CENTRE - DIVERSITY OF USE



# HASLINGDEN DISTRICT CENTRE - DIVERSITY OF USE





**CRAWSHAWBOOTH LOCAL CENTRE - DIVERSITY OF USE 2022**

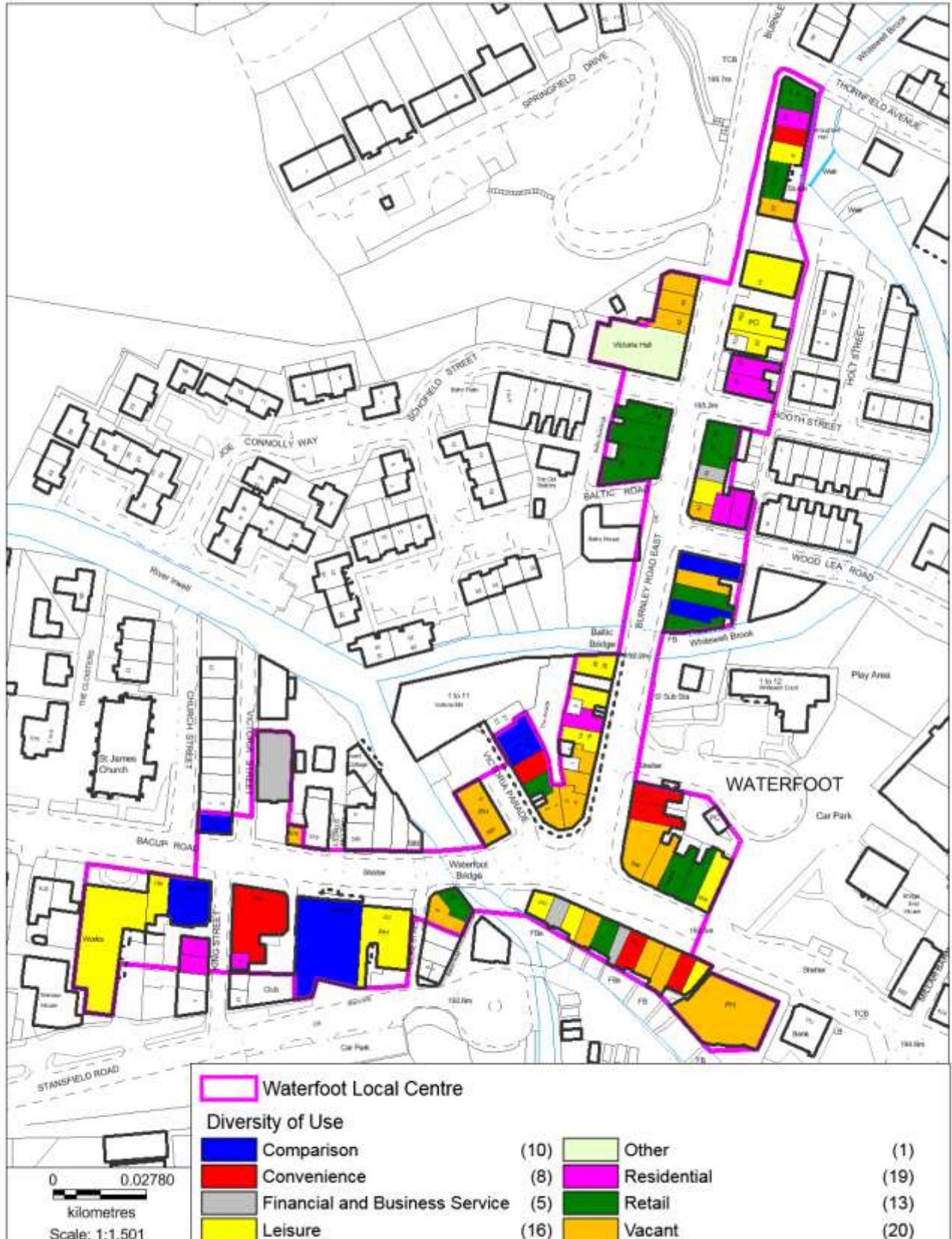


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# WATERFOOT LOCAL CENTRE - DIVERSITY OF USE 2022



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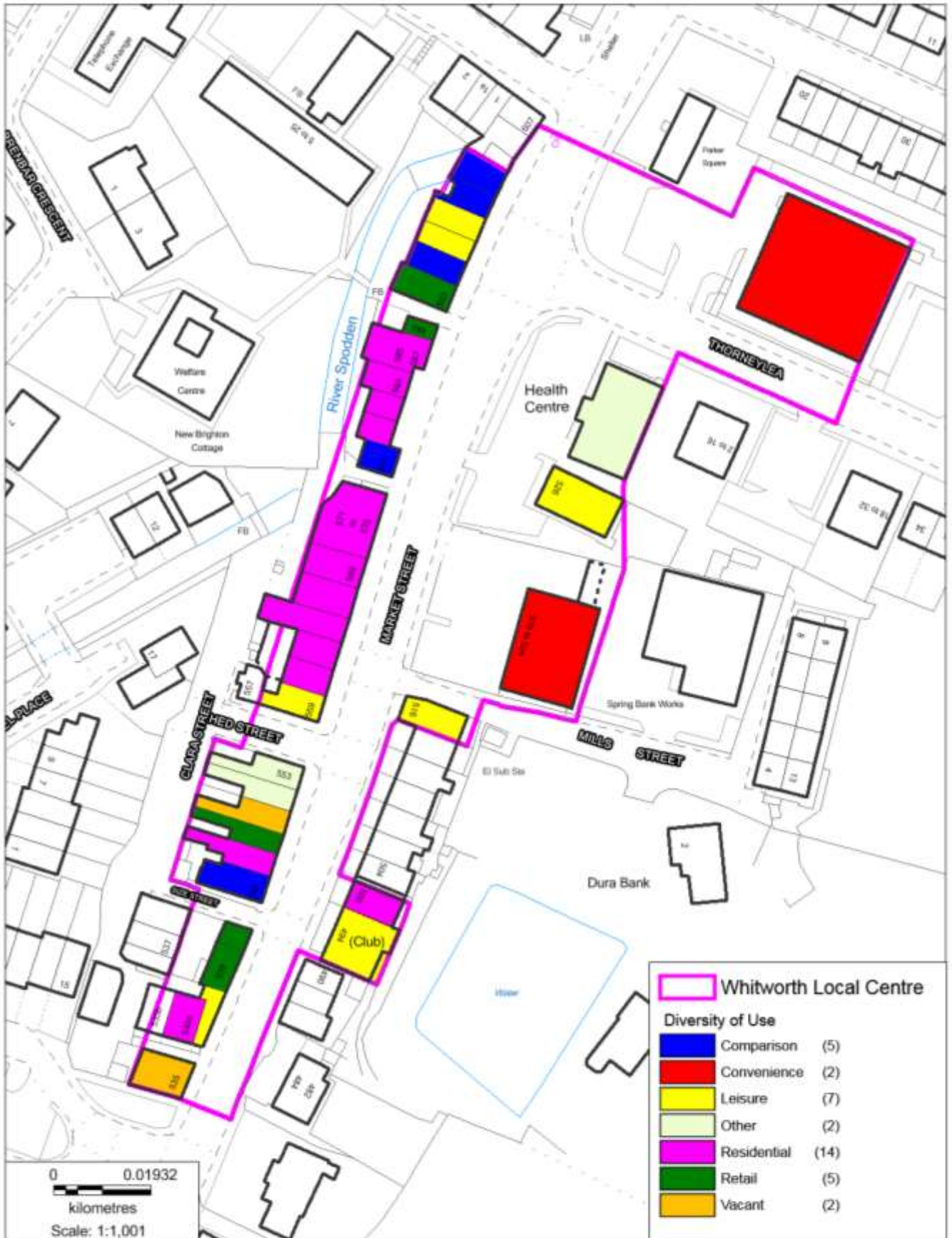
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# WHITWORTH LOCAL CENTRE - DIVERSITY OF USE (2022)



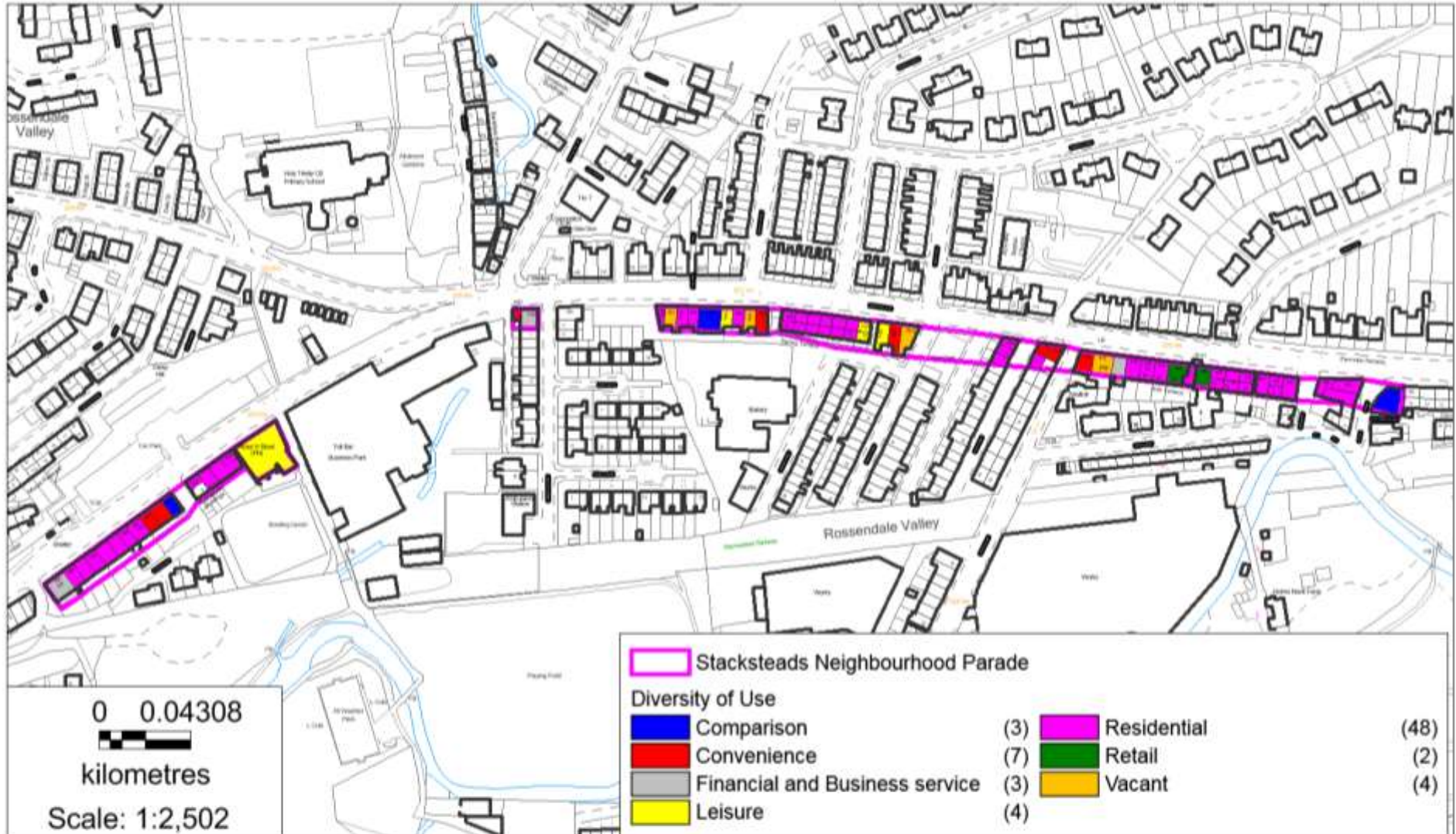
**EDENFIELD NEIGHBOURHOOD PARADE - DIVERSITY OF USE**



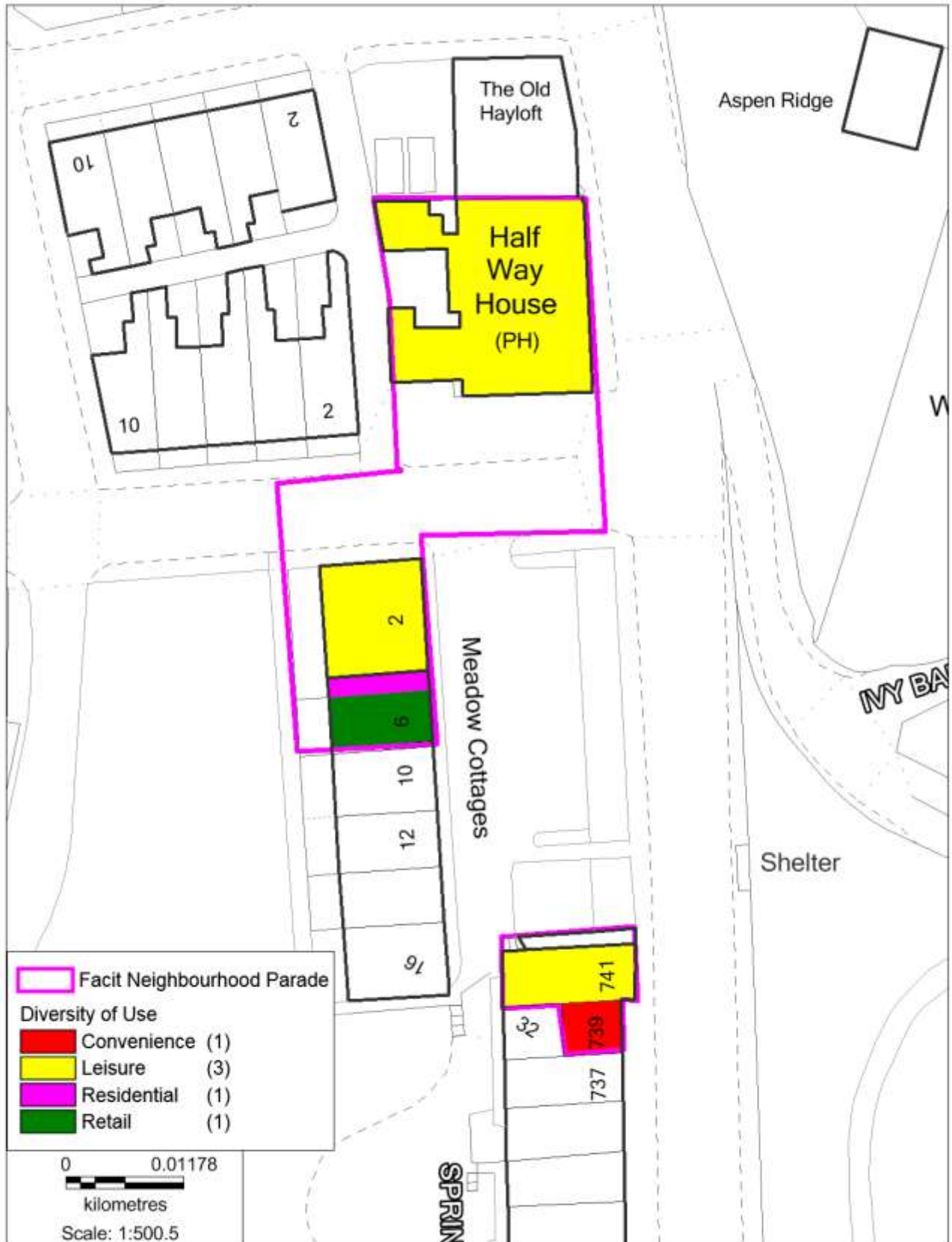
# HELMSHORE NEIGHBORHOOD PARADE - DIVERSITY OF USE



## STACKSTEADS NEIGHBOURHOOD PARADE - DIVERSITY OF USE 2022



# FACIT NEIGHBOURHOOD PARADE - DIVERSITY OF USE 2022



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Forward Planning



**Produced by**

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Rossendale  
BOROUGH COUNCIL



<b>Subject:</b>	Quarter 2 Performance Management Report (July, August & September) 2022/23	<b>Status:</b>	For Publication
<b>Report to:</b>	Overview & Scrutiny	<b>Date:</b>	14 <sup>th</sup> November 2022
<b>Report of:</b>	Head of People & Policy	<b>Portfolio Holder:</b>	Resources
<b>Key Decision:</b>	<input type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	<b>General Exception</b>	<input type="checkbox"/> <b>Special Urgency</b> <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required: No	<b>Attached:</b>	No
<b>Biodiversity Impact Assessment:</b>	Required: No	<b>Attached:</b>	No
<b>Contact Officer:</b>	Clare Law	<b>Telephone:</b>	01706 252557
<b>Email:</b>	clarelaw@rossendalebc.gov.uk		

- 1. RECOMMENDATIONS**
- 1.1. That the Overview & Scrutiny Committee consider the performance of the council detailed in this report.**
- 1.2. That the Overview & Scrutiny Committee identify any actions they may wish to escalate to the Cabinet for further action.**

**2. EXECUTIVE SUMMARY**

- The Quarter 2 (Q2) Performance Management Report is reporting for months July, August and September 2022/23.
- The report includes updates for the council’s outlined 58 Service Actions, 10 Corporate Projects, 43 Key Performance Indicators (KPI) and 11 Corporate Risks.
- Overall, the council’s performance is strong but the growing financial pressures are creating cost pressures which the council must monitor closely as the year progresses.
- The report concludes:
  - 3 Service Actions rated ‘red’ on the RAG status.
  - 2 Corporate Projects rated ‘red’ on the RAG status.
  - 5 KPI’s rated ‘red’ on the RAG status.
  - 3 Corporate Risks rated ‘red’ on the RAG status.
- The report highlights that during Q2 the council received 28 compliments, 34 complaints and 3 Local Government Ombudsman Enquiries.

**3. BACKGROUND**

3.1 The purpose of this report is to provide the Overview and Scrutiny Committee with a summary of the council’s performance within Q2. The committee can play a strong role in scrutinising

the council's performance and identifying issues where members may wish further action to be taken.

- 3.2 The report enables the council to track its performance, especially in respect of the delivery of service actions and corporate projects which contribute towards the council's priorities outlined within the Corporate Plan. The format and objectives of the Performance Management Report were revised at the start of this year to reflect the council's priorities and corporate projects for 2022/23. The Q2 Performance Management Report is attached as Appendix 1.

#### **4. OVERALL SUMMARY OF PERFORMANCE**

##### **A Thriving Local Economy**

- 4.1 The Bacup 2040 project is progressing well with 7 more buildings included within the project. However, the costs of materials continuing to rise may impact the scope of the overall project resulting in a reduced scope. Inflation also remains a potential barrier for Haslingden 2040. The outcome of the Levelling Up Fund and UK Shared Prosperity Fund was expected within Q2 however, due to the considerable Government changes the outcomes are still awaited. If successful the Levelling Up Fund Bid and UK Shared Prosperity Fund would introduce significant improvements for the Local Economy, including exploring feasibility for improvements in Waterfoot.
- 4.2 The strategic outline business case for the railway link was submitted to Department of Transport at the end of September 2022. However, the recent Government announcements have indicated that the funding for the railway projects may be cut. This resulting in a delay despite the significant hard work and progression made within the business case.
- 4.3 A Housing Strategy is being drafted following extensive public consultation and is on track for adoption in early 2023.
- 4.4 The Planning Service has drafted its Annual Monitoring Report which demonstrates an improvement by over 20% to the number of housing completions. The council is on track to meet its housing delivery test. Despite significant challenges, such as recruitment, the Planning Service is still meeting its statutory performance targets and continuing to provide council services.

##### **A High Quality Environment**

- 4.5 The operations continual improvement plan was agreed by full council in July 2022 and its implementation continues with positive results. Fly-tipping is continuing to be collected on average in less than 5 days and the Street Cleansing routes are well established. The Operations Team are continuing their hard work, this is reflected within the percentage of missed domestic bins remaining below target. The missed domestic bins for this quarter are 702 out of a total of 698,694 collected which equates to 0.1% being missed. There will be a focus on commercial bins during Q3 as collections feel below target in Q2.

- 4.6 The Waste and Recycling communications campaign and pilot has been delayed this year due to the Heavy Goods Vehicle driver shortages. However, within Q2 the campaign and pilot study were successfully designed in full, this is due to be launched within Q3.
- 4.7 Operation Trident continues to prosecute those that are fly-tipping with 13 successful prosecutions within Q2, many receiving fines of £2,500. These are being extensively publicised to prevent others fly-tipping. We have received confirmation that in January 2023 stricter guidelines regarding the disposal of foam filled furniture will come into force. This is likely to increase fly-tipping and will need to be monitored closely. A new contract for issuing Fixed Penalty Notice's for littering and dog fouling has been agreed and will run for three years in conjunction with an extension of the Public Space Protection Order which was also agreed by Full Council in August 2022.
- 4.8 Within Q2 the local Pride Groups entered the Britain in Bloom and all operational services were involved in supporting the groups in some way. This involved additional grass cutting, cleansing, painting subways and fencing replacements. It is a credit to our Pride Groups that our towns looked fantastic for the judges.
- 4.9 Rossendale Forest will expand again in size as we enter the autumn planting season. Discussions are taking place with Ribble Rivers Trust, to provide trees, and with a variety of landowners to provide land. We have a number of volunteers lined up to help us plant the trees.

### **Healthy and Proud Communities**

- 4.10 Q2 saw the first meeting of the Rossendale Population Health Board which focused on mental health. This brought together local providers with Lancashire wide deliverers. A key action is to work together on implementing local mental health hubs. We also established a local Mental Health Action Group who are establishing key actions to take forward together. The cost of living crisis will continue to challenge our residents and a separate financial vulnerability group has produced guidance for partners and residents to help.

### **Effective and Efficient Council**

- 4.11 Performance for Revenues and Benefits was very strong in Q2 achieving all targets which is expected in Q2 as demand on services is traditionally lower than Q1 and Q4.
- 4.12 The council still has increasing financial pressures. Although the council is managing the financial pressures to the best of its ability, the post Covid-19 impact on collection rates, inflationary pressures associated with energy prices and the anticipated higher than projected annual pay settlement continues to place the council's revenue budget under pressure.

## Overview of Service Actions, Projects and KPI's

- 4.14 This report sets out the performance against the Corporate Plan and service delivery measures. Performance is assessed based on the delivery of service actions and key corporate projects against the measures set out in the Corporate Plan 2021-25 along with performance indicators for services. The service actions and corporate projects are referred to in more detail in the Q2 Performance Management Report, pages 2-25.

Overall performance is as follows:

	Green	Amber	Red	Unknown
Corporate projects	6	2	2	-
Service actions	46	9	3	-
Performance indicators	29	5	5	4*
Risks	3	5	3	-
*Annually Reported				

- 4.15 Summary of performance indicators is as follows:

	Green	Amber	Red	Unknown
A Thriving Local Economy	5	1	-	4
A High Quality Environment	5	1	3	-
Healthy and Proud Communities	5	-	1	-
Effective and Efficient Council	14	3	1	-

- 4.16 67.4% (29) of performance indicators are performing on or above target, green RAG status, at the end of Q2. Those indicators performing below target have action plans outlined with measures that will be put into place to improve performance. 11.6% (5) of the performance indicators have finished in the red RAG status at the end of Q2.

- 4.17 The performance indicators in 'red' status and improvement measures are as follows:

Priority B	Performance Indicator	Target	Q1 2022/23	Q2 2022/23	Status
5	Percentage of the total tonnage of household waste which has been recycled and composted.	38%	35.35%	32.8%	RED

The data above needs verifying by Lancashire County Council. We are aware of issues at the material recovery facility in fining companies to take recycled waste which has led to a higher than expected amount going to landfill.

<b>Priority B</b>	<b>Performance Indicator</b>	<b>Target</b>	<b>Q1 2022/23</b>	<b>Q2 2022/23</b>	<b>Status</b>
7	Number of collections missed per 1,000 collections of commercial waste.	5	5	9.73	<b>RED</b>

Further analysis of the data has shown that the majority of the missed bins were related to inconsiderate parking, which is beyond the council's control.

<b>Priority B</b>	<b>Performance Indicator</b>	<b>Target</b>	<b>Q1 2022/23</b>	<b>Q2 2022/23</b>	<b>Status</b>
8	Subscribers to the garden waste service – per annum, reported in Q3.	7700	-	7240	<b>RED</b>

The number of garden waste subscribers will be finalised within Q3 however, the projections show that the target may not be met. This is expected due to the cost of living crisis, the council has received lower than expected sign ups from May onwards. Furthermore, the two previous year's figures could have been inflated due to Covid-19 as more people were working from home/not working and had more time to spend in their gardens.

<b>Priority C</b>	<b>Performance Indicator</b>	<b>Target</b>	<b>Q1 2022/23</b>	<b>Q2 2022/23</b>	<b>Status</b>
4	Number of households in Temporary Homeless Accommodation.	12	16	17	<b>RED</b>

There are a number of factors that have impacted the number of households in temporary accommodation. There is a lack of availability in the private rented and social rented sectors, as well properties in the private rented sector being out of the reach of the majority of households that we work with due to the increases in rents. The lack of permanent housing options has resulted in households remaining in temporary accommodation for much longer periods than before Covid-19. There has also been an increase in private rented landlords pursuing possession through the courts. The delays in the Dark Lane development have also had an impact on the number of households in temporary accommodation as there are two households that have been offered properties on this site. Since 1<sup>st</sup> April 2022 the team have seen an increase of 21.5% or 103 additional approaches for housing assistance compared to the same period last year.

<b>Priority D</b>	<b>Performance Indicator</b>	<b>Target</b>	<b>Q1 2022/23</b>	<b>Q2 2022/23</b>	<b>Status</b>
14	Staff turnover is in line with national average – per annum, cumulative figure.	15%	3.52%	8.76%	<b>RED</b>

The cumulative staff turnover at the end of Q2 is 8.76%, which is an increase of 5.24% from the Q1 cumulative figure. Recruitment continues to be challenging particularly within professional and senior officer roles in Planning and Finance. During Q2 the Chief Executive and Director of Economic Development have submitted their resignations and are due to leave the council early January 2023. Recruitment has commenced for both of these roles and it is intended appointments will be approved at Full Council in December.

The main reason cited for failure to recruit or retention of staff is the lower salaries compared to the private sector and other local authorities, other reasons include opportunities to work more agile and career progression. Vacant posts have had a detrimental impact on the morale of staff and additional pressures to maintain delivery of services. Work has been completed and is ongoing to promote the council as an employer of choice, including the introduction of an Employee Assistance Programme, review of the flexible working arrangements, review and grading of job roles. HR and managers are to complete an options appraisal exercise throughout the recruitment process to support a successful appointment.

- 4.18 **Use of RIPA** – As recommended by the Investigatory Powers Commissioner’s Office, the council is required to monitor and report on the use of authorisations under the Regulation of Investigatory Powers Act (RIPA). There have been no authorisations sought in Q2.
- 4.19 Performance indicators are referred to in the Q2 Performance Management Report, pages 26-28.

**Compliments and Complaints**

**4.19 Compliments**

	<b>Q2 2021/22</b>	<b>Q1 2022/23</b>	<b>Q2 2022/23</b>
Number of compliments	34	27	28
Highest nature of compliments	70% (24) Staff member/Team	78% (21) Staff member/Team	79% (22) Staff member/Team
Highest Service Area with compliments	Economic Development - 9 Operations - 9	Operations - 18	Operations - 18

The number of compliments has increased by one in Q2 when compared with the previous quarter, but is lower when compared to Q2 last year. Q2 continues to see the top nature of compliment as ‘Staff member/Team.’

Over Q2 compliments were received across a wide range of service areas including: Corporate Support, Legal & Democratic, Operations and Public Protection Unit.

## 4.20 Complaints

	Q2 2021/22	Q1 2022/23	Q2 2022/23
<b>Number of complaints</b>	34	41	34
<b>Highest nature of complaints</b>	29% (10) – Bins/bin collection	29% (12) – Bins/bin collection	35% (12) – Bins/bin collection
<b>Highest Service Area of complaints</b>	Operations – 12	Operations – 21	Operations – 15

The number of complaints received in Q2 has decreased by 7 when compared with the previous quarter, and is the same amount when compared to Q2 last year.

## 4.21 Local Government Ombudsman (LGO) Enquiries

In Q2 three new enquiries were received from the LGO, concerning Benefits and Tax, Environmental Services and Public Protection and Regulation, and Planning and Development. All three were closed after initial enquiries with no further action. One enquiry which was carried over from Q1 will be carried over to Q3 as the Council is waiting for a decision from the Ombudsman. A press enquiry received in Q2 has reported that the council has had a high number of Ombudsman complaints and a high number of complaints upheld. The annual reports from the Ombudsman show that over the last 6 annual reports there has been a total of 21 investigations with a total of 12 upheld complaints. This number remains low, particularly considering it is over a 6-year period.

Compliments and complaints are referred to in the Performance Report, pages 29-30.

## 5. RISK

5.1 The council has reviewed and continues to monitor the council's corporate risks.

The corporate risks as categorised at the end of Q2 are as follows:

	Quarter 2 2022/23
<b>Low</b>	3
<b>Medium</b>	5
<b>High</b>	3

5.2 The corporate risks rated as 'red' are as follows:

Corporate Risk 1	Likelihood	Impact	Overall risk	Status
Sustainability of the Medium Term Financial Strategy (MTFS)	<b>A</b>	<b>1</b>	<b>A1</b>	<b>RED</b>

The February 2022 MTFS indicates that the MTFS funding gap will continue to increase over the current lifecycle unless further savings/income generation schemes are identified. The impact from the employers pay offer, the current economic crisis as well as the increased

uncertainty around future central government funding following the formation of the new Government, is placing significant additional pressure on the MTFS. Officers are seeking to maximise efficiencies and make savings wherever possible, however following the years of austerity the council has already suffered, opportunities for making savings without affecting services delivery are minimal. The council is also striving to maximise income opportunities through its ongoing property reviews and subsequent marketing of sites and rent reviews. It is likely that the legal claims arising from the Empty Homes scheme will also have an adverse impact on the MTFS if settled in the claimants' favour. Officers are monitoring the scheme closely and managing the claims where possible.

<b>Corporate Risk 6</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall risk</b>	<b>Status</b>
Sustainable Workforce	<b>B</b>	<b>2</b>	<b>B2</b>	<b>RED</b>

The cumulative staff turnover at Q2 is 8.76% within the red RAG status. Recruitment continues to be challenging with senior officer and professional roles which is causing workload issues on teams. During Q2 three Head of Service roles have been advertised, Head of Housing and Regeneration role has been appointed, recruitment to Head of Financial Services and Head of Environment is ongoing.

Both absences due to Covid-19 and the Heavy Goods Vehicle driver shortage has now reduced, and the number of days lost due to sickness absence per full time equivalent employee at Q2 is 4.37% within the green RAG status.

<b>Corporate Risk 11</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall risk</b>	<b>Status</b>
Financial Sustainability of Council Owned Leisure Assets	<b>A</b>	<b>2</b>	<b>A2</b>	<b>RED</b>

The key risk to the financial sustainability of the Trust is no longer Covid-19 but the cost of living crisis. In particular fuel inflation and the high rise in the Living Wage has impacted on the Trust and they are now projecting a 600k deficit for the current year. A report is to be taken to Full Council in November 2022 to outline how this risk is being mitigated as much as possible, however many of the factors are beyond the Trusts' and the council's control. To date no specific help has been announced by Government.

5.3 The risks will continue to be monitored by Management Team on a regular basis and are referred to in the Q2 Performance Management Report, pages 31-42.

## **6. FINANCE**

6.1 Financial implications and risks arising are identified within the report.

## **7. LEGAL**

7.1 There are no immediate legal considerations attached to the recommendations in this report.

## **8. POLICY AND EQUALITIES IMPLICATIONS**

8.1 Effective performance management is very important to the council, and the council is committed to improving on an on-going basis how it operates and how it can improve the



services it offers and delivers. In completing this report, consultation has been undertaken with the Management Team and Portfolio Holder for Resources.

**9. REASON FOR DECISION**

9.1 Monitoring of the councils performance management will enable the Overview & Scrutiny Committee to identify any actions, projects, performance indicators or risks they may wish to escalate to the Cabinet for further action.

<b>Background Papers</b>	
Q1 Performance Management Report	Appendix 1

Rossendale Borough Council has four priority themes which represent the main aims of the council. Against each of these priorities we have set out a range of actions, measures and targets for achievement. This report will tell you how well we are doing in delivering our priorities by; demonstrating the progress, we are achieving in completing the actions and targets in our Corporate Strategy, together with providing key performance management information about the council's performance, in the following sections:

- **Service Actions and Corporate Projects**
- **Key Performance Indicators**
- **Compliments and Complaints**
- **Corporate Risks**

### **Data Quality**

Rossendale Borough Council is committed to improving services for local people; we recognise that strong performance management and robust data quality processes are an important part of helping us achieve this. Data Quality is about making sure that the data and information we use to compile this report is accurate, reliable and provided in a timely manner. The council has introduced a Performance Management Framework to ensure that all performance information continues to be collected and used efficiently and effectively to drive improvements in our services.

### **Performance Indicators**

Each year the council sets targets for achievement against a range of performance indicators and uses a RAG rating status to monitor the targets.

<b>Performance RAG (Red, Amber, Green) rating status indicators</b>	
<b>Indicator</b>	<b>Status</b>
<b>GREEN</b>	On track, no substantial issues or risks which require action from the council
<b>AMBER</b>	Some issues or risks which require action from the council to keep the project on track
<b>RED</b>	Serious issues or risks needing urgent action
<b>ANNUAL/NOT KNOWN</b>	The status cannot be calculated

## Quarter 2 (Q2) 2022-2023 Service Actions and Corporate Projects

<b>Priority A</b>	<b>A Thriving Local Economy</b>	
<b>A1</b>	<b>Transform Bacup town centre by delivering a mix of new residential, new employment opportunities and improving the physical environment and heritage buildings.</b>	
<b>Corporate Project – 1</b>	<b>Bacup 2040</b>	<b>Overall Project RAG Status</b>
	<p>High Street Heritage Action Zone project outputs, which includes improving 10 properties and a new public realm scheme for Burnley Road.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>The project has successfully allocated a further 7 building grants to be delivered within the next 12 months. The buildings are high profile buildings on Market Street and include a key frontage on St James Square and a long-term vacant building with significant structural issues to the front elevation and poor shop front. Another key building included within the scheme this year sits on Union Street and was highlighted as a building of significance in the 2040 Masterplan.</p> <p>During Q2, July, the public realm tender closed, within Q3 the project team will complete the final elements to appoint the preferred contractor. The public realm scheme has now been phased into two elements – phase one to include all the hard and soft landscaping and phase two to develop and install the benches, artwork and interpretation boards for Hempstead Gardens. The Bacup Consortium Trust has donated one feature bench which will be installed during the phase one works.</p> <p>During Q2 work continued, in partnership with the Bacup Natural History Museum and Rossendale Civic Society, to deliver a ‘Bleak to Blingy’ look to some of the bleak housing and work conditions Bacup residents endure.</p>
	<p>Revised Market Square proposal agreed and external funding bid submitted.</p> <p>Responsible Officer – Mandy Lewis</p>	<p>Within Q2 a proposal to redevelop Market Square has been submitted as part of the Levelling Up Fund bid. The council awaits the outcome of the bidding process.</p>
<b>A2</b>	<b>Significantly improve Haslingden by reshaping the town centre by creating new public space and redeveloping Deardengate.</b>	
<b>Corporate Project – 2</b>	<b>Haslingden 2040</b>	<b>Overall Project RAG Status</b>
	<p>Converting up to 6 buildings and</p>	<p>Work progresses to develop the first buildings of the project. One of the buildings</p>

	<p>shopfronts.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>included within the first phase is currently vacant and the grant work to this building will bring it back into a split viable commercial and residential offer. The building next door is progressing within the first phase and will benefit from the shop front being brought in line with other buildings on the street.</p> <p>Security remains a concern for businesses, the project architects have identified resolutions whilst still maintaining a heritage feel to the buildings. The cost of living is an increasing concern for businesses and residents, these are being resolved through improving buildings' energy efficiency.</p> <p>Traction has also been improving with the Haslingden Business Association, with many businesses in grant recipient buildings now attending and being active advocates for the project.</p>
	<p>Use pedestrianisation and improve the public realm to enable more outdoor events.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>Within Q2, a tender for the public realm contractor was published on the 6<sup>th</sup> August and closed on the 20<sup>th</sup> September. The tender returns are currently with the projects external quantity surveyor for scrutiny.</p> <p>A large element of the National Lottery Heritage Funds objectives is to highlight the importance of the environment and urban biodiversity. A carefully thought out planting schedule will ensure that the soft landscaping will be easy to maintain and remain attractive all year round. Hard landscaping materials have been specifically selected to complement the current palette of Haslingden, through the use of traditional materials, colours, textures and re-use of the removed cobbles.</p>
<b>A3</b>	<b>Further improve the retail and leisure time offer in Rawtenstall town centre.</b>	
<b>Corporate Project – 3</b>	<b>Rawtenstall 2040</b>	
	<p>Let the Spinning Point retail units (complete licence agreements to allow pre-let to move to occupied units).</p> <p>Responsible Officer – Leah Armitage</p>	<p>Two tenants have been appointed to occupy the vacant retail units at Rawtenstall bus station and Heads of Terms have been agreed. Both tenants have received funding through the Lancashire Economic Recovery Grant. Furthering this, the council has contributed an additional 10%.</p> <p>It is disappointing that the work on letting the units has been very protracted. Work has progressed well in Unit 4 (Posh Living) in Q2, with all major aspects of the work including the installation of a mezzanine level now complete. The tenant is now</p>

		<p>appointing contractors for the final elements of the works, which includes the fit out of the unit. We expect they will move into their unit within Q3.</p> <p>A contractor has been appointed for Units 1-2 (Pizzamans), works should commence within Q3. There will be extensive works in this unit to transform the empty shell into a vibrant pizzeria. It is hoped that these works will be completed in Q4.</p>
	<p>Improve Rawtenstall town centre car parks.</p> <p>Responsible Officer – Mandy Lewis</p>	<p>The previous Head of Regeneration developed a Car Parking Action Plan for Rawtenstall Town Centre with the Leader of the Council. The report is intended to be presented to CMT for review in early November prior to a report to Informal Cabinet.</p>
<b>A4</b>	<b>Reinvigorate the local business environment in Waterfoot</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 1</b>	<p>Engage with local businesses to define key issues, develop vision and suggest specific actions.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>Waterfoot is a district centre that the Economic Development team would like to support, in particular the businesses, by forming a Waterfoot Business Association.</p> <p>The Waterfoot action plan will follow the Bacup and Haslingden models and will be to target the businesses situated within the central area of the town and some of the smaller peripheral businesses. Funding has been allocated in the Shared Prosperity Fund to support this work (and we await the outcome of the Government decision to unlock this funding). A meeting is planned within Q3 to capture how the Economic Development team can best advise and support the local businesses and a clear plan of action can be developed.</p>
<b>Service Action – 2</b>	<p>Agree Waterfoot Action Plan 2040.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>Waterfoot will be receiving funding through the Shared Prosperity Fund. The capital expenditure allocated for Waterfoot will not begin until 2024/25 financial year. However, discussions on the Waterfoot 2040 Action Plan are underway. Other routes of funding/match funding for Waterfoot, specifically Trickett’s Arcade, are also being explored.</p>
<b>A5</b>	<b>Attract new investment into the borough through the promotion of Futures Park Employment &amp; Leisure Village</b>	
<b>Corporate Project – 4</b>	<b>Futures Park Employment and Leisure Village</b>	<b>Overall Project RAG Status</b>

	<p>Complete the infrastructure improvement works.</p> <p>Responsible Officer – Mandy Lewis</p>	<p>There has been no response to queries from Lancashire County Council's (LCC) Legal Services regarding the progression of a S278 agreement, to enable the junction improvement works to commence, within Q2.</p> <p>It has been flagged that there have been fatalities at this junction and several recent near misses. A request to LCC in how to raise this matter for examination of the Transport O&amp;S meeting has been submitted. It has already been escalated by Rossendale Chief Executive to LCC Chief Executive. It is difficult to understand how else the matter can be escalated.</p>
<b>A6</b>	<b>Strengthen our offer for visitors to raise the profile of the borough's attractions and develop an improved accommodation offer</b>	
<b>Corporate Project – 5</b>	<b>The Whitaker</b>	<b>Overall Project RAG Status</b>
	<p>Access external funding to support events.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>The council has a very limited budget to support events across the borough. The Economic Development team are proactive in the way that this budget can be maximised and in researching other funding opportunities that may provide match funding to support this budget. It is hoped that there will be a further update at the end of Q3.</p>
	<p>Complete year 3 of the Whitaker National Lottery project.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>The construction works to the museum and new restaurant were completed in June 2021.</p> <p>The National Lottery Heritage Fund element to the project is gradually drawing to a close, with the formal end of the project within Q3, December 2022. During Q2 work continues to reaffirm the legacy of the project through the Whitakers' future events and activity and its ability to captivate a sustainable audience. The project team are proactively looking for sources of grant funding that will enable the Whitaker to deliver its diverse and vibrant range of experience for the residents of Rossendale and visitors to the Valley.</p>
	<p>Better joining up of marketing with East Lancashire Railway.</p> <p>Responsible Officer – Mhorag Saxon</p>	<p>The East Lancashire Railway Trust along with Rossendale Borough Council, Bury Council and Rochdale Borough Council are working in collaboration with Marketing Lancashire to formulate a marketing strategy that will encourage those using the railway to get off the train and explore the towns and villages it passes through along its route. The proposals for this strategy have begun already in Rossendale through the newly installed walking boards.</p>

		<p>The walking boards in each town centre in Rossendale offer three lengths of walks, taking in points of interest. More walks will be added over time. The strategy involves promoting key locations that are in walking-distance of the railway station.</p> <p>The strategy also highlights other visitor attractions, landmarks and points of interest across Rossendale which aims to encourage return visitors.</p>
<b>A7</b>	<b>Lobby for an improvement in the condition of the borough's highways.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 3</b>	<p>Ensure blocked gullies are addressed prior to Winter.</p> <p>Responsible Officer – Pat Killeen</p>	<p>Lancashire County Council have scheduled cleaning of gullies and have been undertaking the clearing throughout the year. Routine checks are carried out on problematic gullies and additional requests for these to be cleared are made when necessary. This has been chased up in Q2 ahead of the anticipated worsening weather in Winter.</p>
<b>Service Action – 4</b>	<p>Review Lancashire County Council annual highways maintenance programme to ensure it is focused on Rossendale priorities.</p> <p>Responsible Officer – Mandy Lewis</p>	<p>Lancashire County Council Officers have been contacted to confirm their availability to identify priorities with members at a briefing during November 2022.</p>
<b>Service Action – 5</b>	<p>Log and report significant highways defects to drive a quicker response time.</p> <p>Responsible Officer – Diane Dungworth</p>	<p>Corporate Support have been monitoring the calls received regarding highway defects. No calls regarding this matter have been received during Q2. However, an increase in calls is expected during Q3 due to the winter weather conditions, such as slippery roads. These calls will be recorded and transferred to Lancashire County Council Highways.</p>
<b>A8</b>	<b>Progress work on the City Valley Link rail link from Greater Manchester to Rawtenstall.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 6</b>	<p>Complete the strategic outline business case.</p> <p>Responsible Officer – Neil Shaw</p>	<p>The strategic business case was submitted in Q2. This has identified a technically viable heavy rail route into Manchester via Bury and Heywood. We await the outcome of the bid to the Restoring Your Railways fund, this outcome anticipated for Q4. Further dialogue with Transport for Greater Manchester will take place in Q3.</p>

<b>Service Action – 7</b>	Maintain support on key stakeholders and undertake public support campaign.  Responsible Officer – Neil Shaw	Considerable activity has been undertaken with Bury and Rochdale Councils and local MPs. A user friendly guide to the proposal has been produced and distributed. The proposal has received considerable positive media attention in Q2 and further activities are planned for Q3.
<b>A9</b>	<b>Work with schools, colleges and businesses to match future business opportunities with the right skill provision, to boost the number of apprenticeships and ensure more local people can benefit from local job opportunities.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 8</b>	Work with the Rossendale employability and skills forum, which includes holding a jobs fair and careers event.  Responsible Officer – Leah Armitage	<p>Rossendale Works continues to deliver employability sessions and events for local residents who are seeking work. During Q2, a ‘Health and Wellbeing’ event took place which specifically targeted the benefit claimants who are unemployed that have specific physical or mental health barriers to work. 20 providers attended providing information at the event. It was very well attended by both Rossendale Work’s participants, and other DWP caseloads.</p> <p>Rossendale Works held a ‘Customer Service’ job fair that targeted those looking for customer facing job roles. There were 18 local businesses that attended this event who had job vacancies. This event was well attended by the participants on the Rossendale Works programme and the number of employment opportunities secured will be included in the Q3 report.</p> <p>In total the project has helped 70 young people into work placements and 38 young people secure sustained employment.</p>
<b>Service Action – 9</b>	Explore feasibility of an employability and skills hub.  Responsible Officer – Mandy Lewis	A proposal to establish ‘The Bridge’ – a skills centre in the Old Town Hall in Rawtenstall, has been submitted as part of the Levelling Up Fund bid. We await the outcome of the bidding process. Positive dialogue has been on-going this quarter with Nelson & Colne College on developing the detail of the proposal.
<b>A10</b>	<b>Create a new Rossendale Investment Plan</b>	
		<b>Overall RAG Status</b>
<b>Service Action - 10</b>	Create a long-term Investment Plan and seek external funding opportunities to	This work has not been progressed during Q1 or Q2 due to capacity issues within the team. The team have focused on the Levelling Up fund and Shared Prosperity fund



	deliver parts of the plan. Responsible Officer – Mandy Lewis	bids. Work on the investment will be revisited in Q3 to explore if it is feasible to complete this work in 2022/23.
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<b>Priority B</b>	<b>A High Quality Environment</b>	
<b>B1</b>	<b>Ensure all year round we have a clean and attractive borough, with a particular focus on our streets and green spaces.</b>	
<b>Corporate Project – 6</b>	<b>Waste, Cleansing and Recycling Improvement Plan</b>	<b>Overall Project RAG Status</b>
	<p>Ensure new street cleansing routes/schedules are leading to improved town centres and residential areas.</p> <p>Responsible Officer – Pat Killeen</p>	<p>New street sweeping routes have been implemented, this has seen a significant increase in the amount of waste collected. The sweeping schedules are shared with the council’s elected members and regularly monitored.</p>
	<p>Introduce additional litter bins and ensure litter bins are emptied appropriately, avoiding overflowing.</p> <p>Responsible Officer – Keith Jenkins</p>	<p>The council has allocated £20,000 capital funding for the litter bin programme within 2022/23 and a further £20,000 for 2023/24. This equates to approx. 120 litter bins (although it is anticipated that some of the funding will be spent to remove smaller post mounted bins and replacement parts on damaged bins). During Q2 we received delivery of 40 Broxap's 180 Litre Maelor Trafflex round Litter Bins. These will be installed within areas identified as requiring greater bin capacity, following consultation with local members.</p> <p>During Q2 the emptying of litter bins has been integrated into the work of our expanded town centre caretaker teams. The town centre caretakers have been allocated areas to empty litter bins and will be first point of contact for fly tipping removal, amongst other duties.</p>
	<p>Undertake ‘town pride’ communications campaign to promote the attractiveness of our town centres.</p> <p>Responsible Officer – Pat Killeen</p>	<p>Preparation work continues for this campaign, we await the result of our Shared Prosperity Fund (SPF) bid as this will be integral to the campaign we launch. This is expected to take place in Q3. To improve the appearance and council presence, all town centres have been allocated a dedicated town centre caretaker with the possibility of an additional Town Centre Officer if the SPF bid is successful. .</p>
	<p>Introduce clear service standards and monitoring for Operations, covering side waste, lane end collections, missed bins and customer contact.</p>	<p>The established monthly dashboard of key performance indicators continues to be monitored by the Chief Executive, Director of Communities and Lead Member.</p> <p>In addition, all operational staff have received customer services training and are now fully aware of the correct council team to signpost members of the public to if they</p>

	Responsible Officer – Keith Jenkins	have any concerns.
	Improvement works to Rawtenstall and Haslingden Cemeteries are undertaken.  Responsible Officer – Dave McChesney	The council has appointed a contractor, Harrison DD, to carry out the feasibility and initial design work for both Rawtenstall and Haslingden cemeteries. Topographical and other site surveys have taken place during this quarter to inform the design work. This will contribute towards the scoping of planning requirements.
<b>B2</b>	<b>Ensure pro-active use of education and our enforcement powers to ensure that the borough is welcoming and creates a positive view of our town centres.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 11</b>	Continued targeting of those littering and dog fouling through a joint approach of education, publicity and enforcement.  Responsible Officer – Phil Morton	The use of external contractors has proved highly effective in reducing the amount of litter and dog fouling on our streets. The new three year contract to carry out on street enforcement in relation to littering and dog fouling commenced in September in conjunction with a 3 year extension to the Public Space Protection Order relating to dog control.  During Q2, 40 fixed penalty notices were issued to those who are littering or allowing their dogs to foul. There was a 77% payment rate. The new contract places more emphasis on added social value as well as enforcement, and a series of educational and community based initiatives are being introduced within the next 6 months.
<b>Service Action – 12</b>	Enforcement communications campaign is undertaken.  Responsible Officer – Phil Morton	During this quarter the council has continued to publish successful investigations and prosecutions through all possible media outlets. Within Q2, 13 successful prosecutions went through the courts with substantial penalties handed out to offenders, many were for £2500 each. These prosecutions are being highlighted in the press on an individual basis for maximum impact. Continued publicity regarding on street enforcement services will be released during Q3.
<b>Service Action – 13</b>	Explore feasibility of a derelict and difficult site officer in Planning.  Responsible Officer – Mandy Lewis	A meeting scheduled with Historic England to agree package of funding and terms of contract in December 2022.
<b>B3</b>	<b>Support strong local voluntary groups like Rossendale Civic Pride, Bacup Pride and Whitworth In Bloom to bring brightness and imagination to our public open spaces.</b>	
		<b>Overall RAG Status</b>

<b>Service Action – 14</b>	Continue to work closely with groups, including the provision of plants, support for funding bids and Rawtenstall in Bloom.  Responsible Officer – David McChesney	Rawtenstall’s entry into Britain in Bloom was a great success during July as were the entries for Bacup and Whitworth. The Rose Garden at Stubbylee has been entered for an award in October in partnership with Bacup Pride. The Operations team supported these entries with practical support such as replacing fencing and paying for many items.
<b>B4</b>	<b>Reduce our carbon footprint through enhancements to walking, cycling, public transport, buildings, influencing residents’ behaviour change and promoting renewal energy.</b>	
<b>Corporate Project – 7</b>	<b>Climate Change Strategy and Implementation</b>	<b>Overall Project RAG Status</b>
	Engaging with residents, schools and businesses across Rossendale, including partnering with three local climate change partners  Responsible Officer – Phil Morton	The second annual Climate Change update has been produced within the quarter and is due to be presented to full council within Q3, October 2022. Key achievements over the last 12 months include: <ul style="list-style-type: none"> <li>• Partnership working has developed to ensure effective delivery of the priority actions.</li> <li>• An established Climate Change Network to increase community involvement.</li> <li>• Significant progress being made to reduce the council’s carbon footprint.</li> <li>• 10% reduction in the council’s carbon emissions since launch of action plan.</li> <li>• Development of a Climate Change Supplementary Planning Document, currently out for consultation.</li> <li>• Continued development of further carbon reduction schemes including heating, lighting and improved insulation of council owned buildings.</li> <li>• Conversion of all operational vehicles to Hydro Vegetable Oil.</li> <li>• Conversion of Mayoral and pool car to fully electric vehicles.</li> <li>• Successful first Climate Change Conference held.</li> <li>• Establishment of Business and Community Grants Scheme.</li> <li>• Continued excellent progression of the Rossendale Forest project with over 8,000 trees planted in first year.</li> </ul>
	Introduce a virtual network to bring together all those actively tackling climate change in Rossendale.	An established Facebook group, Rossendale Climate Network, is continuing to bring together likeminded individuals, schools, groups, businesses and organisations who are interested in practical action to tackle the climate change emergency in

	Responsible Officer – Phil Morton	Rossendale.  Within this quarter the Facebook group has been used to promote, encourage and inform members of the public of local actions and share information across the area and beyond. The group membership has increased within Q2 with a total of 103 current members.
	Introduce Supplementary Planning Guidance covering environmental sustainability of new developments.  Responsible Officer – Anne Storah	To support the development and introduction of the Supplementary Planning Guidance, the council undertook a 6-week consultation within Q2. The consultation closed in August with 21 responses from councillors, residents, statutory consultees and developers. These comments are currently being considered prior to preparation of the final version which will be taken to Cabinet for adoption later this year.
	Convert all Operational Vehicles to Hydrogenated Vegetable Oil to reduce vehicle emissions by around 90%.  Responsible Officer – James Gunning	All vehicles have been converted to Hydrogenated Vegetable Oil in April 2022. We have decreased our vehicle carbon footprint by between 80% and 90%.
	Implement the Plastic Free Rossendale Strategy.  Responsible Officer – Joseph Walker	During Q2 an event notice, which bans the procurement or use of single use plastic for all council services and events, has been produced and now forms part of the Events Guidance. Work is continuing with communities around the borough to encourage 'Plastic Free Communities' and has led to the creation of Plastic Free Haslingden & Helmshore. This has been shared within the council-created Climate Change Facebook Page to encourage other parts of the borough to follow suit.  The amount of single use plastics across the organisation has been reduced by reviewing the use of folders, plastic pockets etc. and by changing the issue of taxi licensing plates to allow plates to be used for much longer time periods. Changes to the way waste is collected in Futures Park has cut down the number of single use plastic bin liners, and encouraged increased recycling.
<b>B5</b>	<b>Create a new Rossendale Forest.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 15</b>	Plant 6,000 new trees in 2022/23.	Within Q2 discussions with two private landowners continued to ensure this target is achieved by April 2023. Two farms have been designated for the planting of 800 trees

	Responsible Officer – David McChesney	in Q3 and Q4. Eight sites have been visited by the Green Spaces team and details have been forwarded to the Ribble Rivers Trust for approval. If approved this would allow for a further planting of 9,000 trees. One private landowner has secured part funding for 1,000 trees from the Woodland Trust for his land. An agreement has been reached for the council to provide volunteers to help plant within Q3.
<b>Service Action – 16</b>	Work with schools, community groups and Ribble Rivers Trust to access funding to purchase trees for planting in the Autumn.  Responsible Officer – David McChesney	Several sites have been passed to the Ribble Rivers Trust for assessment within Q2 to be identified as potential planting sites for winter 2022/23. Meetings are planned for further private sites which will be assessed by council officers and passed on if appropriate.
<b>B6</b>	<b>Recycle 50% of the borough's household waste.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 17</b>	Pilot a new recycling approach  Responsible Officer – Patrick Killeen	During Q2 work has finalised on a recycling pilot scheme. This will launch during Q3, on 3 <sup>rd</sup> October 2022. The areas due to be covered are: <ul style="list-style-type: none"> <li>• Thorburn Drive, Whitworth.</li> <li>• Orama Avenue, Whitworth including Thor Drive and Spinners Drive</li> <li>• Townsend Street, Waterfoot, including Millar Barn Lane, Ashworth Street, Stone Street, Ivy Street, Bacup Road, Lench Street.</li> <li>• Queensway and Woodside, New Church.</li> </ul>
<b>Service Action – 18</b>	Communications campaign to promote recycling.  Responsible Officer – Patrick Killeen	In conjunction with VivaPR the communications campaign has been fully designed and will be launched on all social media platforms and the local free press on October 3 <sup>rd</sup> . This is being launched under the 'Check Before You Chuck' catch line.
<b>Service Action – 19</b>	Examine future bin sizes and emptying schedules.  Responsible Officer – Keith Jenkins	No work has been actioned during this quarter as there is a need to await further clarity from Government on its implementation. The intention is to seek a suitable company to assess the current waste/recycling collection rounds with tipping locations to ensure we are maximising efficiency with the resources available and at that juncture, it would be prudent to assess possible changes in bin size, frequency of collection and working days & shift patterns. This study could cost in the region of

		<p>£25k to £40k depending on scope and will require funding to be identified.</p> <p>During this quarter, there has been several meetings with Lancashire County Council (LCC) regarding the Waste Transfer for East Lancashire districts post 2025, when the current LCC landfill contract ends.</p>
<b>B7</b>	<b>Improve our parks which local people are proud to visit and which appear loved</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 20</b>	<p>Victoria Park and Whitaker Park masterplans completed.</p> <p>Responsible Officer – David McChesney</p>	<p>In Q2 the final draft of the Victoria Masterplan was published and shared with residents at public meetings. The initial walk has also taken place at Whitaker Park, with the first draft of the Masterplan being prepared for October 2022 for public consultation.</p>
<b>Service Action - 21</b>	<p>Capital Improvements to Victoria Park and Whitaker Park including footpaths are undertaken.</p> <p>Responsible Officer – David McChesney/Communities Manager</p>	<p>A tender for footpath repairs in Rossendale has been prepared and the work will be carried out in Q3. This will include areas of Whitaker and Victoria Park.</p> <p>The Lawn Tennis Association have agreed grant funding for resurfacing of the tennis courts at Whitaker Park. This work should commence in Q3.</p>
<b>B8</b>	<b>Tackle persistent fly-tipping and littering hotspots.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 22</b>	<p>Increase enforcement activity against both commercial and domestic fly-tipping offenders. More effective communication between the Operations team and Public Protection Unit to help collate evidence.</p> <p>Responsible Officers – Phil Morton</p>	<p>Operation Trident continues to show excellent results in identifying those responsible for fly-tipping and other environmental crime. Within Q2 there has been a total of 39 active fly-tipping investigations/interviews under caution. In addition 31 reports of abandoned vehicles have resulted in removal notices being served. Covert cameras have been deployed in locations to detect incidents of fly tipping and other environmental crimes, including breaching Public Space Protection Orders in relation to off road motorcycles.</p> <p>7 Fixed Penalty Notices for fly tipping/duty of care have been issued during Q2, totalling over £2000. 13 successful prosecutions have been heard through the Magistrates Court dealing with a range of offences, including Fly Tipping, Abandoned Vehicles and Business Waste Compliance. These resulted in a total of £6200 being awarded in fines, costs and compensation.</p>

		A further operation which ensures all businesses dispose of their waste correctly is continuing in Edenfield and Helmshore.
<b>Service Action – 23</b>	Quicker removal of fly-tipped waste with set service standards and robust monitoring arrangements.  Responsible Officer – Patrick Killeen	Fly-tips are being removed on average in less than the target of 5 days. This is a considerable improvement on the council's performance within 2021. Changes are being implemented which will allow the council to respond quicker to reports of fly-tipping, by allocating the initial visit to one of the council's Town Centre Caretakers.
<b>Service Action – 24</b>	Use of social media outlets to publicise and promote issues, problems and successes.  Responsible Officer – Phil Morton	The use of social media to publish successful investigations and prosecutions continued throughout Q2. Within this quarter, 13 successful prosecutions went through the courts and substantial penalties handed out to offenders. These are being released through the press on an individual basis to achieve maximum impact. Publicity around the continued on street enforcement service will be released during Q3.
<b>Service Action – 25</b>	Monthly targeted clean up days.  Responsible Officer – Pat Killeen/Phil Morton	The targeted clean up days are resource intensive and are coordinated between Operations and PPU. The Head of Ops and Head of PPU are developing the next tranche of clean ups.



<b>Priority C</b>	<b>Healthy and Proud Communities</b>	
<b>C1</b>	<b>Increase the number of good quality new homes and associated infrastructure built through both direct provision and by working with Registered Social Landlords and private sector developers.</b>	
<b>Corporate Project – 8</b>	<b>Housing Strategy</b>	<b>Overall Project RAG Status</b>
	Produce a housing strategy action plan.  Responsible Officer – Mandy Lewis	Within Q2 the appointed consultants produced a first draft of the Housing Strategy. A further meeting is arranged for the beginning of November to refine and progress the strategy and action plan.
	Enable 185 new homes to be built, of which 25 are affordable through granting planning permission and working with developers.  Responsible Officer – Mandy Lewis /Mike Atherton	Large scale housing developments are under construction at the former Reeds Holme works for 97 dwellings by Taylor Wimpey, at Dark Lane for 95 dwellings (all affordable) by Together Housing, 80 dwellings by Hollins Homes at Loveclough, 117 dwellings at Spring Mill, Whitworth and 30 dwellings by Hurstwoods at Johnny Barn Close.  Whilst these developments may not be fully completed within the current year they are making a significant contribution to the total supply of new homes. A number of smaller schemes have also commenced construction or are likely to do so in the coming year. A significant number of planning permissions for new housing has been granted by the council. However, the responsibility for the timing of the commencement of construction rests with the house-builders and is largely outside of the council's control.
	Update the Housing Delivery Action Plan including reduction in pre-commencement conditions and reduced permission timescales.  Responsible Officer – Mandy Lewis/Mike Atherton	The Housing Delivery Action Plan identifying actions to support the delivery of new housing was updated and published on 14 <sup>th</sup> July 2022.
	Agree Affordable Housing supplementary planning document.  Responsible Officer – Anne Stora	Work will commence on this Supplementary Planning Document at the end of the year with consultation expected in Q4, in tandem with the Housing Strategy.
<b>C2</b>	<b>Enable residents to remain in their own homes and live independent lives through a comprehensive adaptations programme and working closely with health partners.</b>	

		Overall RAG Status
<b>Service Action – 26</b>	Investigate the feasibility of developing a Home Improvement Agency in Rossendale.  Responsible Officer – Mandy Lewis	On hold awaiting the start of new Head of Housing and Regeneration within Q4.
<b>Service Action – 27</b>	Improve 20 homes using disabled facility grants.  Responsible Officer – Mandy Lewis	The council has 105 active applications. Within Q2 there has been a further 29 completions compared to 9 in the previous quarter and a further 34 approvals compared to 14 in the previous quarter. The value of approvals to date is £355k.
<b>C3</b>	<b>Better access to and take up of health and wellbeing activities including improved leisure facilities.</b>	
<b>Corporate Project - 9</b>	<b>Future Health and Leisure Facilities</b>	<b>Overall Project RAG Status</b>
	Complete a feasibility study for improving leisure facilities.  Responsible Officer – Adam Allen	Work on the feasibility study has been slightly delayed so the indicative costings can be revisited in view of likely supplier cost inflation. It is anticipated a report will be considered by Council in Q3 on the overall vision for the future of leisure facilities.
	Council to agree a proposal to invest in the improvement of leisure facilities.  Responsible Officer – Adam Allen	Once the Council has agreed the vision for the future of leisure facilities a detailed costed proposal for the first phase of this development will be undertaken in Q3 and Q4.
	Work with local running clubs to complete the new running track at Marl Pits.  Responsible Officer – David McChesney	The works to install the track have been completed and the facility is now being used by the clubs. The Leisure Trust is now working to get the public booking system up and running so the public can use the track. A launch event is planned for October.
<b>C4</b>	<b>A more joined up approach to working with health partners, Lancashire County Council and the voluntary sector to improve the mental health of local people.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 28</b>	Deliver year 1 of the Health Strategy (implement priority actions on mental	The first priority area of the plan is mental health and a community mental health working groups has been established to take this forward. In addition work has

	health, obesity and physical activity). Responsible Officer – Adam Allen	commenced with the Mental Health Foundation Trust to implement local hubs for mental health
<b>Service Action – 29</b>	Restructure the partnership health governance structure. Responsible Officer – Adam Allen	This work has been completed and the first meeting of the Rossendale Population Health Board has taken place. The work of the Rossendale Health Partnership and Rossendale Connected has also been amalgamated to increase overall focus on Health.
<b>C5</b>	<b>Manage the impact of increasingly frequent flooding on local communities.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 30</b>	Liaison through the Making Spaces for Water group and supporting community response in the event of a major flooding incident.  Responsible Officer – Lee Childs	The Making Spaces For Water Group meets every quarter with the last meeting on 18 <sup>th</sup> August 2022, attendees include Environment Agency, Lancashire County Council and United Utilities.  Works are being designed and planned by the Environment Agency for Irwell Vale, Strongstry and Chadderton to provide 50-year flood protection to this area. Consideration is now also being given to re-directing the River Ogden which will mitigate the requirements for flood barriers in some areas. Regular project meetings continue to take place. Local groups continue to pressure the local MP for further Government funding. The project cost is approximately £17m and is still 40% underfunded.  Within the previous meeting the Burnley Road culvert was discussed and for the next meeting Michael Atherton, Head of Planning, will attend to update the group of the possible enforcement on the owners of the 39 Burnley Rd where the culvert is collapsing further.
<b>C6</b>	<b>Work with the police to ensure strong neighbourhood policing and traffic enforcement.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 31</b>	Regular liaison meetings with Lancashire Police Inspector  Responsible Officer – Neil Shaw	Regular meetings take place with the Leader and Chief Executive. Current policing issues are discussed. The front desk at Waterfoot police station has re-opened.

<b>Service Action – 32</b>	Deployment of the mobile traffic enforcement team and reactivate existing fixed enforcement cameras.  Responsible Officer – Neil Shaw	As reported in Q1, it has not been possible to obtain data from the Lancashire Camera Safety Partnership. The Chief Executive has pursued this via the Police and Crime Commissioner, Lancashire Police and the Partnership. The partnership are not currently prepared to share any camera or fixed penalty notice data with the council and have indicated this is not available on a Rossendale footprint
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<b>Priority D</b>	<b>Effective and Efficient Council</b>	
<b>D1</b>	<b>A constitutional system and processes which support sound governance, are widely understood and support transparency and accountability.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 33</b>	Provide good quality member induction and training programme.  Responsible Officer – Clare Birtwistle	The Governance Working Group continues to monitor the member training programme and sees that councillors who attended 5 or more training sessions during 2022/23. So far this is 76%.
<b>Service Action – 34</b>	On-going refresher training on the constitution for officers.  Responsible Officer – Clare Birtwistle	Training on the Constitution continues on an ad hoc basis with more structured training to follow in Q3.
<b>D2</b>	<b>Drive a visible improvement in customer service across the council.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 35</b>	All new starters to receive customer service training.  Responsible Officer – Kelly Forrest	Customer Service training is in development through the councils learning pool platform. This is due to be issued to every new starter from December onwards.
<b>Service Action – 36</b>	Undertake customer focus groups and mystery shopping to inform a customer services improvement plan.  Responsible Officer – Clare Law	Three customer focus groups and a mystery shopper exercise were completed during Q1. The mystery shopper exercise was positive with the majority of calls being answered professionally. The mystery shopper exercise will continue as part of the Customer Service Improvement Action Plan.
<b>Service Action – 37</b>	CMT to sample customer service and address issuing arising monthly.  Responsible Officer – Neil Shaw	CMT continue to sample responses to customer service enquiries/complaints. This began in Q1. The findings fed into the development of an improvement plan for customer service. Customer feedback is generally positive and any specific response issues are picked up with the relevant service manager.
<b>Service Action – 38</b>	Undertake a resident's survey to better understand resident views of the council.	A resident's survey was completed during Q1 receiving 735 responses. Actions from the findings have been included within the Customer Service Continual Improvement Action Plan and Operations service area performance management process.

	Responsible Officer – Clare Law	There will be an annual resident’s survey going forward.
<b>Service Action – 39</b>	Agree a Customer Service Action Plan.  Responsible Officer – Adam Allen	The Customer Services Continual Improvement Action Plan was agreed by Council in July 2022. Implementation is now underway.
<b>Service Action – 40</b>	Design and launch the new council website.  Responsible Officer – Andrew Buckle	The council agreed to develop a new website, as part of the Digital Strategy. The contract has been agreed. An initial project meeting has been completed and a project plan is being developed along with a risk and issue register. The governance structure has been established for the project.
<b>Service Action – 41</b>	Launch a new integrated telephony system.  Responsible Officer – Andrew Buckle	A new contact centre and unified communications applications were successfully implemented in Q1. The new application provides voice, instant messaging, video conferencing, voice message and can be accessed remotely. A revised customer message is currently being tested along with new customer service agent skills based routing to support the new changes.
<b>D3</b>	<b>A robust approach to managing projects well.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 42</b>	Effective operation of the Programme Board.  Responsible Officer – Neil Shaw	The Programme Board continues to meet and is effectively managing the council’s Corporate projects. The last Programme Board meeting took place 15 <sup>th</sup> August 2022. There is no significant deviation from any of the corporate projects. The Board continues to maintain a good project management discipline around the corporate projects.
<b>D4</b>	<b>Improve the Overview and Scrutiny function.</b>	
		<b>Overall Project RAG Status</b>
<b>Service Action – 43</b>	Ensure all new strategies are considered by the Overview and Scrutiny Committee at an early stage to enable identification of strategic priorities for the strategy to be developed appropriately.  Responsible Officer – Neil Shaw	Work continues to further develop the scrutiny function. Priorities for the new Housing Strategy were discussed by scrutiny in Q2. This was the first strategy being considered by scrutiny at an early stage. Feedback is being used to inform the development of the strategy.
<b>Service Action – 44</b>	Undertake development work with Overview and Scrutiny members to	At the end of Q2 three development sessions were agreed with the Group Leaders to further strengthen the scrutiny function. These will be commissioned in Q3 and

	enable clearer focus on strategic issues to support strategy development.  Responsible Officer – Mandy Lewis	delivered in early 2023.
<b>Service Action – 45</b>	Undertake dedicated Overview and Scrutiny training.  Responsible Officer – Carolyn Sharples	As above.
<b>D5</b>	<b>Ensure our portfolio of assets maximise income and/or supports service delivery.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 46</b>	Conduct a Strategic Asset Review (completing a ward per quarter).  Responsible Officer – Lucie Greenwood	A presentation to ward members of the results of the asset review undertaken in Worsley has taken place. 85 actions were noted. All have been completed during Q2 or are in process. A presentation to ward members has been arranged.  During Q3, the asset review work will move onto Cribden which includes inspection of 26 assets and 22 parcels of unregistered land.
<b>Service Action – 47</b>	Investigate providing more detailed planning guidance when marketing sites for disposal.  Responsible Officer – Mike Atherton	Liaison is taking place between officers in Property Services, Forward Planning and Development Control at the pre-marketing stage to identify key planning issues relating to sites owned by the council that are being considered for disposal. Planning briefs for individual sites can be developed as necessary.
<b>D6</b>	<b>Have a digital strategy in place which is customer focused and moves us towards being a digitally enabled council with cost effective and responsive customer services.</b>	
<b>Corporate Project - 10</b>	<b>Customer Digital Strategy</b>	<b>Overall RAG Status</b>
	Introduce an improved corporate geographic information system.  Responsible Officer – Andrew Buckle	The new Geographic Information System (GIS) application is included in the capital work programme and the budget has been approved. The solution is an end-to-end Enterprise GIS comprising a Spatial Data Warehouse with a browser-based Graphical User Interface for users to access the application.  All of the infrastructure and architecture has been built using Amazon Web Services integrating with a Virtual Machine in the Rossendale environment. The application is currently going through system testing.

	Introduce security improvements including new event management system to reduce the risk of a successful ransomware attack.  Responsible Officer – Andrew Buckle	A full Security Information Event Management solution has been deployed across the new Revenues & Benefits data centres. A solution has also been implemented across the Rossendale Disaster Recovery Data Centres.
<b>D7</b>	<b>Promote staff welfare, development and satisfaction.</b>	
		<b>Overall RAG Status</b>
<b>Service Action - 48</b>	Undertake regular staff surveys and engagement events.  Responsible Officer – Clare Law	A staff survey has been completed in September/October to get staff feedback on the effectiveness of the Flexible Working Policy. In addition two staff focus groups were held. The results of the survey will be analysed and shared with CMT for discussion in early Q3.
<b>Service Action – 49</b>	Introduce new welfare champions to improve staff retention and satisfaction.  Responsible Officer – Kelly Forrest	The Corporate Safety & Emergency Planning Officer has produced a job description and person specification for the role of Health & Wellbeing Champion. The roles will be communicated to the staff 'Your Voice' group on 11 <sup>th</sup> October 2022 and will be launched across the council after the Health and Wellbeing event on 12 <sup>th</sup> October 2022.
<b>Service Action – 50</b>	Embed the council values within key council processes and drive a more customer-focused culture.  Responsible Officer – Kelly Forrest	The council's corporate values have been included in person specifications and are now published on the council's website. Job adverts were transferred onto a new template. The recruitment guidance and advert are due to be updated alongside the website review.
<b>Service Action – 51</b>	Deliver key staff training on key statutory duties e.g. safeguarding, fraud awareness.  Responsible Officer – Clare Law	During Q2 Suicide Awareness Training has been rolled out to all staff, with a 51.6% completion rate, this percentage is low due to non-delivery to staff based at Operations, the training will be delivered in groups sessions within Q3. Further training is being sourced to support staff who have regular contact with vulnerable people. Information and Cyber Security training has also been rolled out to all staff during Q2, with a 94.1% completion rate. It is proposed refresher training will be rolled out on an annual basis.
<b>D8</b>	<b>A financially sustainable organisation with a good financial strategy which supports good decision-making.</b>	
		<b>Overall RAG Status</b>



<b>Service Action – 52</b>	Provision of high quality and timely financial and accountancy advice and support to all council services, managers and projects.  Responsible Officer – Karen Spencer	Whilst the finance section endeavours to provide a top quality service it is a very small team and the council has a significant number of live projects. The Council Tax energy Rebate scheme, along with the work arising from the empty homes scheme legal challenges is placing significant additional pressure on the team. The team are also under pressure to close the 2018/19 and subsequent years accounts which involves working with the external auditors and responding to queries. The departure of the Finance Manager and the subsequent difficulty recruiting to this post along with other finance posts is placing additional pressure on the team. The roles are currently being covered by agency staff, which is costly and getting them up to speed is time consuming for the remaining members of the team but brings no long term benefit.
<b>Service Action – 53</b>	Regular monitoring of financial performance against the Medium Term Financial Strategy.  Responsible Officer – Karen Spencer	Monitoring of financial performance is an embedded process with reports to CMT and Cabinet quarterly. However failure to recruit to the vacant positions would place the robustness of this process in jeopardy.  Whilst the council has a comprehensive financial strategy and a rigorous decision making process, the current economic climate is threatening the financial sustainability of the council.
<b>D9</b>	<b>Securing significant external funding to deliver projects and services.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 54</b>	Levelling Up and Shared Prosperity funding secured.  Responsible Officer – Neil Shaw	The council submitted a £17.9m bid to the Levelling Up Fund in August. The council awaits the outcome of the bidding process. Projects for the Shared Prosperity Fund were agreed in early Q2. The application to Government to unlock the funding was submitted in August looking to release £2.6m of funding for the next three years. The council awaits the outcome of the application process.
<b>D10</b>	<b>Be recognised as a good council with a reputation for improving residents' lives.</b>	
		<b>Overall RAG Status</b>
<b>Service Action – 55</b>	Implementing the Local Government Association Corporate Peer Challenge action plan.  Responsible Officer – Neil Shaw	Good progress has been made on implementing the actions. A progress meeting with the Local Government Association (LGA) took place in August. The LGA confirmed overall good progress has been made on the actions. This was reported to the Cabinet on 7 <sup>th</sup> September 2022.

<b>Service Action – 56</b>	<p>Shortlisted for a national local government award.</p> <p>Responsible Officer – Neil Shaw</p>	<p>The council has not sought to apply for any national local government awards in Q2 (but in Q1 the council won the Public Relations and Communication Association regional award for its work on the Rossendale Forest).</p>
<b>Service Action – 57</b>	<p>Raised profile through national publications and events.</p> <p>Responsible Officer – Neil Shaw</p>	<p>No activity was undertaken in Q2 on this issue. However, coverage of Rossendale’s levelling up bid was published in the Local Government Chronicle.</p>
<b>Service Action – 58</b>	<p>Good news stories and achievements through local and regional media.</p> <p>Responsible Officer – Viva PR</p>	<p>Press releases and press statements continue with a minimum of 3 releases a month. Consistent positive proactive coverage in local and regional media. Key successes with Rossendale Forest, Operation Trident, Thankful Thursdays. The council raised good regional media attention for its work on the City Valley rail link and a sustained number of positive stories on tackling fly-tipping.</p>

## Key Performance Indicators

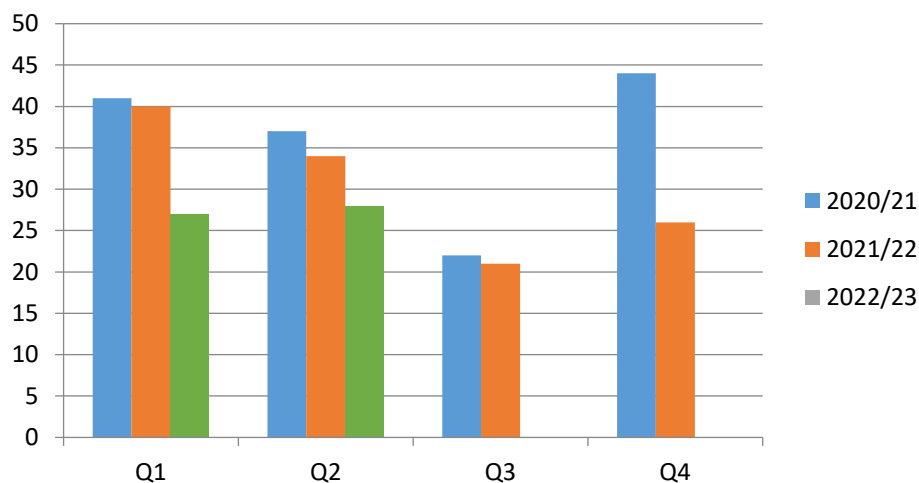
Key Performance Indicator		Target	Q2 2021/22 Performance	Q1 2022/23 Performance	Q2 2022/23 Performance	RAG Status
<b>A. Vibrant local economy</b>						
1	Number of Partnership Schemes in Conservation Areas (PSICA) grants Bacup – per annum, reported in Q4.	8	New KPI for 2022/23	-	-	<b>ANNUAL</b>
2	Number of PSICA grants Haslingden – per annum, reported in Q4.	6	New KPI for 2022/23	-	-	<b>ANNUAL</b>
3	Number of people into employment via Rossendale Works/Youth Works – per annum, reported in Q4.	25	-	-	-	<b>ANNUAL</b>
4	Number of Invest in Rossendale business workshops – per annum, reported Q4.	4	-	-	-	<b>ANNUAL</b>
5	Number of new homes – per annum, cumulative figure.	180	-	26	45	<b>GREEN</b>
6	Number of new affordable homes – per annum, cumulative figure.	25	-	21	39	<b>GREEN</b>
7	Number of planning applications validated.	20	New KPI for 2022/23	110	113	<b>GREEN</b>
8	Number of planning permissions approved.	10	New KPI for 2022/23	97	74	<b>GREEN</b>
9	Percentage of ‘Major’ planning applications determined within 13 weeks.	90%	100%	100%	Nil (none reported for decision in Q2)	<b>GREEN</b>
10	Percentage of ‘Minor’ planning applications determined within 8 weeks.	90%	94%	77%	78%	<b>AMBER</b>
<b>B. High quality environment</b>						
1	Number of fly-tipping incidents reported.	250	364	250	248	<b>GREEN</b>
2	Average number of days taken to remove a fly-tip.	5	New KPI for 2022/23	4.6	4.9	<b>GREEN</b>
3	Number of environmental crimes actively investigated – per annum, cumulative figure.	80	29	27	39	<b>GREEN</b>
4	Number of fixed penalty notices issued for environmental crime – per annum, cumulative figure.	800	New KPI for 2022/23	118	44	<b>GREEN</b>
5	Percentage of the total tonnage of household waste which has been recycled and composted.	38%	36%	35.35%	32.8%	<b>RED</b>

6	Number of collections missed per 100,000 collections of domestic waste/recycling.	120	199	140	100.5	GREEN
7	Number of collections missed per 1,000 collections of commercial waste.	5	13	5	9.73	RED
8	Subscribers to the garden waste service – per annum, reported in Q3.	7700	-	-	7240	RED
9	Number of commercial waste customers – per annum, cumulative figure.	485	370	429	434	AMBER
<b>C. Health and proud communities</b>						
1	Number of disabled facilities grants completed per annum, cumulative figure.	67	16	9	38	GREEN
2	Reduce the number of statutory homeless households per annum, cumulative figure.	Less than 14	1	1	2	GREEN
3	Increase the number of homelessness preventions and relief per annum, cumulative figure.	350	50	158	258	GREEN
4	Number of households in Temporary Homeless Accommodation.	12	New KPI for 2022/23	16	17	RED
5	Number of licensed premises inspected annually – per annum, cumulative figure.	75	0 due to Covid-19	22	13	GREEN
6	Number of businesses achieving 4 or 5 star hygiene rating – per annum, cumulative figure.	590	New KPI for 2022/23	602	612	GREEN
<b>D. Effective and efficiency council</b>						
1	The percentage of residents satisfied with the quality of the council's customer service – per annum, reported in Q1.	62%	New KPI for 2022/23	64%	64%	GREEN
2	Percentage of abandoned calls.	Less than 15%	7.6%	8.9%	4.8%	GREEN
3	Average speed of answering calls to customers for revenues and benefits.	3 minutes	1 min	1 min 54	49 seconds	GREEN
4	Percentage of council tax collected – per annum, cumulative.	94.7%	55.4%	28.35%	55.6%	GREEN
5	Percentage of non-domestic rates collected – per annum, cumulative.	94.2%	55.9%	28.16%	55.5%	AMBER
6	Time taken to process housing benefit new claims.	18 days	17.6 days	18.2 days	12.8 days	GREEN
7	Time taken to process council tax benefit new claims.	15 days	12.3 days	16 days	14.3 days	GREEN

8	Time taken to process housing benefit change circumstances.	5 days	4.9 days	3.9 days	3.6 days	GREEN
9	Time taken to process council tax benefit change circumstances.	5 days	3.5 days	2.9 days	2.8 days	GREEN
10	Percentage of housing benefit claims outstanding over 50 days.	5%	2%	0%	0%	GREEN
11	Payment of undisputed invoices within 30 days.	90%	9.31%	89%	90.2%	GREEN
12	Freedom of Information request average response time.	20 days	9.4 days	9 days	10.2 days	GREEN
13	Formal complaint average response time.	10 days	16.1 days	9 days	11.8 days	AMBER
14	Staff turnover is in line with national average – per annum, cumulative figure	15%	-	3.52%	8.76%	RED
15	Percentage of staff appraisals completed by May 31 <sup>st</sup> – per annum, reported in Q2.	100%	-	58.39%	87%	AMBER
16	Number of days lost due to sickness absence per full time equivalent employee – per annum, cumulative.	8 days	6.61 days	1.82	4.3 days	GREEN
17	Number of RIDDOR reportable accidents and incidents – per annum, cumulative.	Less than 5	0	0	1	GREEN
18	The number of health & safety incident reports – per annum, cumulative.	More than 46	New KPI for 2022/23	16	52	GREEN

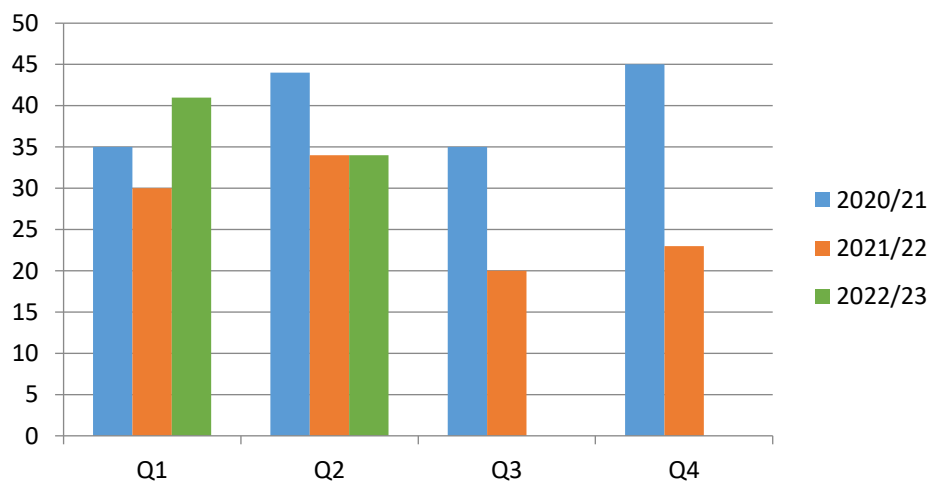
## Compliments and Complaints

### Compliments



Compliment Trend	2020/21	2021/22	2022/23
Q1	41	40	27
Q2	37	34	28
Q3	22	21	-
Q4	44	23	-

### Complaints



Formal Complaint Trends	2020/21	2021/22	2022/23
Q1	35	30	41
Q2	44	34	34
Q3	35	20	-
Q4	45	26	-

Ombudsman Enquiries	2020/21	2021/22	2022/23
Q1	0	0	2
Q2	1	3	3
Q3	2	2	-
Q4	0	1	-

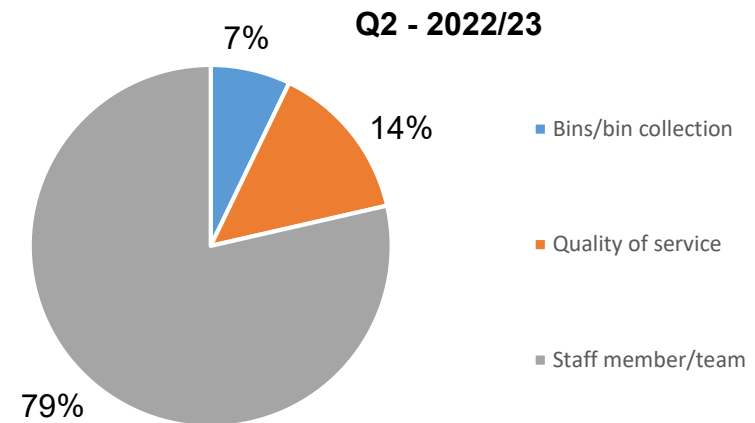
During Q2 three Ombudsman enquiries were received. All three have been closed after initial enquiries with no further action, and one from Q1 is still open and will be carried into Q3.

**\*Please note that the Council is not notified of all enquiries/decisions by the Ombudsman. The above takes into account only those enquiries that the Council was notified of at that particular time.**

## Compliments

The highest compliment category within Q2 was in relation to staff member/team.

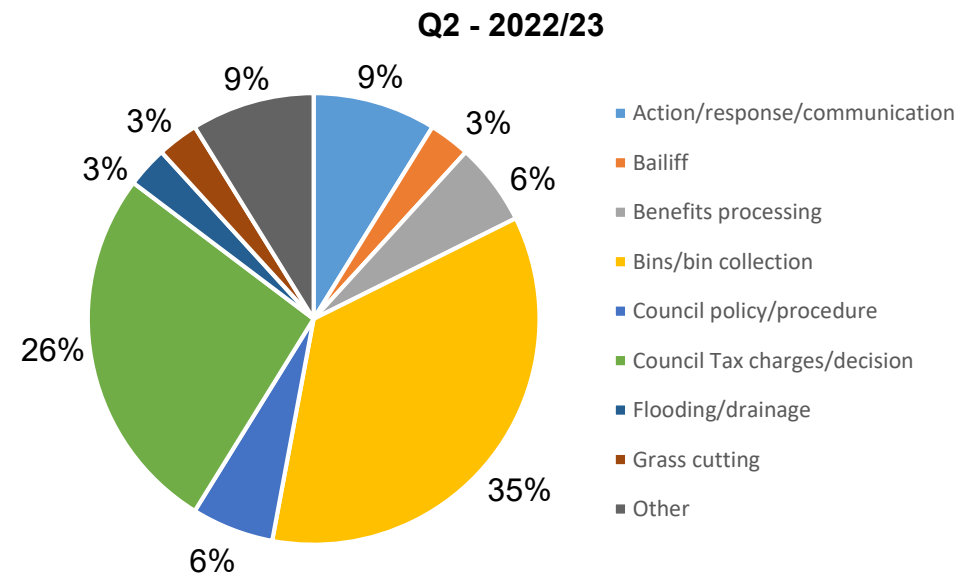
Q2 – 2022/23	Compliment
2	Bins/bin collection
4	Quality of service
22	Staff member/team



## Complaints

The highest number of formal complaints made during Q2 were in relation to bins and bin collections.

Q2 – 2022/23	Complaint
3	Action/response/communication
1	Bailiff
2	Benefits processing
12	Bins/bin collection
2	Council policy/procedure
9	Council tax charges/decisions
1	Flooding/drainage
1	Grass cutting
3	Other



## Corporate Risks

Risks are those things which might present a barrier to us delivering the things we have undertaken to achieve. Each year the council reviews the potential risks it is facing and looks at what it might do to minimise the occurrence of such risks. This information is then regularly monitored and reviewed.

We profile our risks using a matrix (shown below) which is based on our making two judgments about each potential risk faced by the council. The definition of the likelihood and impact can be found in the council's Risk Management Strategy 2016.

### The Council's Risk Matrix

<b>Likelihood</b>	<b>A</b>					
	<b>B</b>					
	<b>C</b>					
	<b>D</b>					
	<b>E</b>					
	<b>F</b>					
		<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
		<b>Impact</b>				

#### **Likelihood**

How likely is it that the risk may occur (rated A-F, A being the most likely)

#### **Impact**

How serious might the consequences of the impact be (rated 1-5, 1 being the highest consequence).

Therefore, a risk rated A1 is the highest risk rating and a risk of F5 is the lowest risk rating.

Risk RAG (Red, Amber and Green) rating status indicators	
<b>Risk Status</b>	<b>Status description</b>
<b>GREEN</b>	The likelihood and impact of the risk is low
<b>AMBER</b>	The likelihood and impact of the risk is medium
<b>RED</b>	The likelihood and impact of the risk is high



<b>Risk 1 – Sustainability of the Medium Term Financial Strategy</b>			<b>Responsible Officer - Karen Spencer</b>	
<b>Description</b>				
The Council's latest Medium Term Financial Strategy (MTFS) update published February 2022 indicates an underlying funding gap of c£600k per annum from 2023/24 onwards. The council must take appropriate action in order to balance its annual expenditure against its available annual income and other revenue resources. The council has a legal obligation to publish an annual balanced budget; this means its budget expenditure must equal its available income and any available reserves. Council reserves are limited and equate to only circa 3 years given the anticipated funding gap. Therefore additional income must be identified or annual costs reduced in future years. The current cost of living crisis may also add to the pressure on the MTFS through pay award, utility costs, contract inflation and Council Tax/NNDR collection rates.				
<b>Risk Consequence</b>				
If the council is not able to prepare a balanced budget there would be legal ramifications, but it would ultimately impact on the level of services the council is able to deliver to Rossendale residents and would result in major reputational damage.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>B</b>	<b>2</b>	<b>B2</b>	<b>RED</b>
<b>Mitigation</b>				
The MTFS does not indicate a significant narrowing of the gap in the next four years. New income generating opportunities will need to be identified to generate additional revenue, along with improved efficiency and effectiveness of service delivery. Departments across the council will need to be challenged to become more effective.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>C</b>	<b>2</b>	<b>C2</b>	<b>AMBER</b>
<b>Quarter 2 Update</b>				
The February 2022 MTFS indicates that the MTFS funding gap will continue to increase over the current lifecycle unless further savings/income generation schemes are identified. The impact from the employers pay offer, the current economic crisis as well as the increased uncertainty around future central government funding following the formation of the new Government, is placing significant additional pressure on the MTFS. Officers are seeking to maximise efficiencies and make savings wherever possible, however following the years of austerity the council has already suffered, opportunities for making savings without affecting services delivery are minimal. The council is also striving to maximise income opportunities through its ongoing property reviews and subsequent marketing of sites and rent reviews. It is likely that the legal claims arising from the Empty Homes scheme will also have an adverse impact on the MTFS if settled in the claimants' favour. Officers are monitoring the scheme closely and managing the claims where possible.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>A</b>	<b>1</b>	<b>A1</b>	<b>RED</b>

<b>Risk 2 – Major disaster affecting the delivery of council services</b>			<b>Responsible Officer – Clare Law</b>	
<b>Description</b> The council has statutory duties under the Civil Contingencies Act (2004) and to carry out emergency planning and business continuity management activities to minimise the impact of a civil emergency or business interruption on people living, working and visiting the borough.				
<b>Risk Consequence</b> Failure to have robust contingency plans in place could result in the failure to deliver council services, such as, the collection of residential and trade waste, burial services and payment of suppliers and benefits.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>1</b>	<b>C1</b>	<b>AMBER</b>
<b>Mitigation</b> A robust overall council Emergency and Business Continuity Plan is in place. Service continuity plans are updated and tested regularly through a quarterly Emergency Planning meeting. The plans are embedded with the Corporate Management Team as critical working documents to support the continued delivery of essential council services. All managers have a copy of the overall plan and their service plan and keep them under review. The council is a member of Lancashire County Council Local Resilience Forum (LRF). Officers attend meetings and undertake regular training exercises. The council plans are available on the Resilience Direct website. Mutual aid agreements are in place with all Local Authorities across Lancashire.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>2</b>	<b>C2</b>	<b>AMBER</b>
<b>Quarter 2 Update</b> The council has implemented a flexible working policy with agile working now fully embedded into relevant roles. Covid-19 absence is now managed through the Absence Management Policy and the council continues to follow Government advice. The review of local service plans for Winter has commenced. An Emergency Planning Team Meeting was held on 27 <sup>th</sup> September 2022. Operation London Bridge – the plan for managing and co-ordinating actions following the death of the Sovereign has been activated following the death of Her Majesty Queen Elizabeth II. The implementation of the plan was reviewed and the points raised will be included into the review of the local plan. One incident relating to a damaged building had been reported, but did not require intervention from the council. Officers regularly attend flood meetings and a maintenance programme is in place to ensure culverts and gullies are kept clear to help reduce the flood risk.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>2</b>	<b>C2</b>	<b>AMBER</b>

<b>Risk 3 – Incident resulting in death or serious injury or HSE investigation</b>			<b>Responsible Officer – Jane Riley</b>	
<b>Description</b> Under the Health and Safety at Work Act (1974), the council has a duty of care towards the health, safety and wellbeing of its employees and others who may be affected by our work. In the event of a RIDDOR reportable accident, there is a risk of an HSE investigation and potential for a civil claim for damages.				
<b>Risk Consequence</b> Failure to comply with current legislation and demonstrate compliance may result in harm to staff and others, financial loss and enforcement action.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	D	2	D2	AMBER
<b>Mitigation</b> The council has health and safety policies and procedures including a health and safety incident reporting procedure in place along with a safe working culture. Actions need to be completed to address and implement a consistent approach across the council in order to secure compliance.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	E	2	E2	GREEN
<b>Quarter 2 Update</b> The council is working towards compliance, the implementation of the 4-year Health and Safety plan has continued during Q2. The first two workplace inspections were completed and the resultant action plans are being implemented. This has enhanced joint working with the Trades Union Health and Safety Representatives and contributes to increased consultation and co-operation. The review of health and safety policies has been completed and a programme is in place to update existing policies and compile some additional policies where they are required. Work is underway to deliver a Staff Wellbeing Day in Q3 and to recruit Workplace Health and Wellbeing Champions. CMT have approved the recruitment of a full-time trainee Health and Safety Officer from the existing establishment. This will increase the resources available to deliver on the action plan and will contribute to succession planning.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	D	2	D2	AMBER

<b>Risk 4 – Sustainability of the County Council budget</b>			<b>Responsible Officer - Karen Spencer</b>	
<b>Description</b> Like all local authorities, Lancashire County Council has to maintain a balanced budget. If the County Council are required to make savings this may impact on service provision across the county.				
<b>Risk Consequence</b> Budget reductions may have an impact on service provision for our residents. There is also a risk of cost shunting to district councils.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>C</b>	<b>3</b>	<b>C</b>	<b>AMBER</b>
<b>Mitigation</b> The council will continue to work with Lancashire County Council to find ways of reshaping services to reduce costs whilst ensuring shared outcomes are achieved. The council continues to support joint leadership and Chief Executive meetings to find new ways of working together for the benefit of our residents. The council will continue to interrogate Lancashire County Council savings proposals and identify risks to our residents and to our services.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>C</b>	<b>3</b>	<b>C</b>	<b>AMBER</b>
<b>Quarter 2 Update</b> The Lancashire County Council's 2022/23 budget approved in February 2022 announced further savings of c£11m, however these were mainly resulting from income generation schemes and a change in internal working practices. The council continues to suffer from increased fly-tipping and the associated costs, which has in part resulted from the implementation of the reduced opening hours of the Lancashire County Council Household Waste Recycling Centres savings proposal. LCC are predicting a budget gap of c£87m for 2023/24 and are considering savings proposals of c£55m to help bridge the gap. The proposals include potential reductions to adults and children's services, reduced winter gritting and fewer grass verge cuts. These proposals are likely to have an impact on Rossendale Residents.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall</b>	<b>Status</b>
	<b>C</b>	<b>3</b>	<b>C3</b>	<b>AMBER</b>

<b>Risk 5 – Changes to Government policy on the delivery of the council’s services</b>			<b>Responsible Officer - Neil Shaw</b>	
<b>Description</b> Like all local authorities the council is a statutory body that is subject to changes being consulted upon and or implemented by central government that might affect how we operate and serve our residents/businesses.				
<b>Risk Consequence</b> The risk that the council fails to react and be prepared for any changes being proposed or implemented by central government.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>2</b>	<b>E2</b>	<b>GREEN</b>
<b>Mitigation</b> The council is a member of the Local Government Association and District Councils Network who keep us informed of government policy and consultations and lobby on behalf of councils to mitigate the impact of any change. The council is also signed up to receive daily emails from Local Government Information Unit who provide daily government news and other Local Government Information Unit (LGiU) policy briefings. The Chief Executive and Leader of the council meets regularly with our two MPs. The council’s Corporate Management Team monitor and assess government’s position on funding to be distributed to local authorities and other Government announcements that impact funding.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>2</b>	<b>E2</b>	<b>GREEN</b>
<b>Quarter 2 Update</b> The council continues to monitor the potential impact of the Levelling Up & Regeneration Bill introduced to Parliament in May 2022. The Bill proposes opportunities to ‘level up’ areas of the UK and could have an impact on current and future rounds of Levelling Up funding. It is not yet clear how the new Government may (or may not) significantly change the council’s Levelling Up Fund bid. The council has therefore judged that the likelihood of this risk occurring has increased in Q2.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>2</b>	<b>C2</b>	<b>AMBER</b>

<b>Risk 6 – Sustainable Workforce</b>		<b>Responsible Officer - Clare Law</b>		
<b>Description</b> There is a requirement to have a sustainable workforce to deliver the council services to residents and customers.				
<b>Risk Consequence</b> Failure to have a fully resourced, trained staff could result in the failure to deliver statutory and non-statutory service in a safe and professional manner to residents and customers.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>D</b>	<b>3</b>	<b>D3</b>	<b>AMBER</b>
<b>Mitigation</b> The council has robust HR policies and procedures, an agreed Authorised Establishment, performance management framework and Service Area Business Continuity Plans in place to mitigate any staffing challenges such as loss of staff due to the impact of an epidemic or pandemic. HR will work with managers to develop workforce succession planning. The council provides an attractive benefit package including final pension scheme, flexible working, generous annual leave, a purchase leave scheme, free onsite parking, family friendly policies, discounted gym memberships and a cycle scheme to attract and retain staff.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>3</b>	<b>E3</b>	<b>GREEN</b>
<b>Quarter 2 Update</b> The cumulative staff turnover at Q2 is 8.76% within the red RAG status. Recruitment continues to be challenging with senior officers and professional roles which is causing work load issues for teams. During Q2 three Head of Service roles have been advertised, Head of Housing and Regeneration role has been appointed, recruitment to Head of Financial Services and Head of Environment is ongoing. An options appraisal is completed for all vacancies prior to advertisement of a vacancy, a further appraisal is completed following an unsuccessful recruitment exercise, which may result in the attachment of a market supplement or use of agency staff to fill the vacancy. Both absences due to Covid-19 and the Heavy Goods Vehicle driver shortage has now reduced, and the number of days lost due to sickness absence per full time equivalent employee at Q2 is 4.37% within the green RAG status.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>B</b>	<b>2</b>	<b>B2</b>	<b>RED</b>

<b>Risk 7 – Insufficient data and cyber security</b>			<b>Responsible Officer - Andrew Buckle</b>	
<b>Description</b> Cyber security presents one of the most challenging areas for both the public and private sectors. With the proliferation and severity of attacks constantly increasing this represents a major threat.				
<b>Risk Consequence</b> Cyber-attack resulting in a complete loss of all systems coupled with malware being spread across the entire network. Data breach resulting in information loss causing reputational damage and resulting in a financial penalty due to non-compliance with statutory requirements such as General Data Protection Regulation (GDPR), Payment Card Industry Data Security (PCI-DSS).				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>1</b>	<b>C1</b>	<b>AMBER</b>
<b>Mitigation</b> To protect against a data breach the council, host all council data in Tier 3 Data Centres located in different geographical regions and are backed up daily. The council's Data Centres hold the following accreditations: ISO27001:2013, PCI-DSS. The council adopts a Risk Insight approach to determine the treat Landscape and more importantly its evolution. The council has received notification of meeting the Public Services Network (PSN) which means the councils' infrastructure met all the security requirements to allow connection to the PSN. A cyber security training is to be provided for all staff.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>D</b>	<b>1</b>	<b>D1</b>	<b>AMBER</b>
<b>Quarter 2 Update</b> The PSN testing and certification process has been completed and submitted, and we are awaiting confirmation. In addition Internal vulnerability scanning has been successfully implemented, this provides a checking process to identify the latest external threats and vulnerabilities detailing both the security and business risk.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>D</b>	<b>1</b>	<b>D1</b>	<b>AMBER</b>

<b>Risk 8 – Poor communications and public relations</b>			<b>Responsible Officer - Clare Law</b>	
<b>Description</b> Good communication and public relations is essential to inform, maintain and develop relationships with residents, customers and partners to provide effective and efficient council services.				
<b>Risk Consequence</b> Failure to communicate and respond to issues as they develop and inadequately or inappropriately communicating could lead to a major loss of reputation for the council on a local, regional and national level. A loss of reputation can damage staff morale, trust between the council and residents and impair the relationship between the council and its partners meaning projects and services delivery is damaged.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>B</b>	<b>1</b>	<b>B1</b>	<b>RED</b>
<b>Mitigation</b> Communication methods are in place to support face to face, mail or electronic communications with a developed website and social media channels to provide 24/7 communication service. The council has an experienced public relation and communications function to support council officers to deal with communications in a timely manner and promote the work of the council.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>D</b>	<b>1</b>	<b>D1</b>	<b>AMBER</b>
<b>Quarter 2 Update</b> Viva PR has continued to deliver the agreed communications plan including updates to the council’s website and social media posts to residents and communities. CMT receive a weekly communications update, which includes horizon scanning and potential risks. Whilst there were no major or specific risks forecast for Q2 we were able to issue several updates and press releases relating to successful prosecutions under Operation Trident which target and combats fly tipping and abandoned vehicles in the borough. These have been topics which traditionally receive a lot of negative reaction from residents and seen as areas where the council could do more. The strategic outline business case (SOBC) for the city valley rail link was submitted to government, which could have been a potential risk with opposition from East Lancashire Railway (ELR ) Positive messaging and communication planning helped ensure there was very little negative feedback.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>1</b>	<b>E1</b>	<b>GREEN</b>



<b>Risk 9 – Non – Delivery of Corporate Projects</b>			<b>Responsible Officer - Neil Shaw</b>	
<b>Description</b> The council has agreed the 11 corporate projects for 2022/2023 to support the delivery of Corporate Plan.				
<b>Risk Consequence</b> Failure to deliver the corporate projects would have a detrimental impact on the delivery of the council's Corporate Plan 2021-25, and result in a reputational risk to the council's commitment to the residents. The failure to deliver the corporate projects could potentially have a negative impact on the council's revenue budgets (by failure to deliver income generating projects) and delivery of the medium term financial strategy, and the associated economic and social benefits may not be realised.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>C</b>	<b>2</b>	<b>C2</b>	<b>AMBER</b>
<b>Mitigation</b> Each corporate project has a Project Sponsor (member of the Corporate Management Team), a Project Manager and Finance Officer. Each corporate project will have a robust project plan and live risk register. The Project Sponsor will be responsible for the strategic overview of the corporate project, and the Project Manager will be responsible for the day-to-day management of the corporate project. The council's Programme Board meets quarterly to review the progress of the corporate projects. The Project Sponsor will be responsible for highlighting any concerns to the Corporate Management Team throughout the life of the corporate project.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>2</b>	<b>E2</b>	<b>GREEN</b>
<b>Quarter 2 Update</b> The Programme Board continues to monitor all the projects (last meeting on 15th August 2022). All projects are on track and within budget.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>2</b>	<b>E2</b>	<b>GREEN</b>

<b>Risk 10 – Response and Recovery to Covid-19 Pandemic</b>			<b>Responsible Officer - Neil Shaw</b>	
<b>Description</b> Covid-19 is a strain of the coronavirus, the government declared the virus as a pandemic in the UK in March 2020.				
<b>Risk Consequence</b> The pandemic causes a potentially risk to the delivery of the council services and the health and wellbeing of the wider community.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>2</b>	<b>E2</b>	<b>GREEN</b>
<b>Mitigation</b> The council has an Emergency Plan and Service Area Business Plans to support a pandemic emergency. The plans have been activated, regularly reviewed and stress tested throughout the pandemic. Risk Assessments and Safe Systems of Work have been developed and reviewed with staff and Trade Unions throughout the pandemic to provide a safe working environment. Council officers have worked with the Lancashire Resilience Forum and multi-agency partners to mitigate any potential risks throughout the pandemic. At the start of 2022, most Covid-19 restrictions had been lifted but the council will keep the situation under review.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>B</b>	<b>3</b>	<b>B3</b>	<b>AMBER</b>
<b>Quarter 2 Update</b> The council continue to maintain a contingency plan for a potential tightening of Government restrictions. However, this has not developed during Q1 and Q2 and therefore the overall level of risk in terms of the impact of the Covid-19 continues to reduce over the last 6 months. We continue to monitor the situation.				
<b>Quarter 2 risk assessment RAG status (current)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>E</b>	<b>3</b>	<b>E3</b>	<b>GREEN</b>

<b>Risk 11 – Financial Sustainability of Council Owned Leisure Assets</b>			<b>Responsible Officer – Adam Allen</b>	
<b>Description</b> National lockdowns due to Covid-19 resulted in council owned leisure facilities closing for extended periods. During closure no income was received and outside of lockdown periods, income was significantly reduced. The cost of living crisis will have a significant negative impact on utility and salary costs for the Trust. This has impacted the financial sustainability of the Trust.				
<b>Risk Consequence</b> If the council owned leisure assets are to be sustained in the longer term, the operators of the facilities have little recourse to additional funding to survive other than through the council. This financial impact was managed in 2021/22 through additional government grants and council support, however the real impact is likely to be felt in 2022/23.				
<b>Initial risk assessment RAG status (without mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>A</b>	<b>2</b>	<b>A2</b>	<b>RED</b>
<b>Mitigation</b> A report on the impact of all facilities has been produced by KKP and recommendations to minimise impact have been implemented. Senior council officers are attending the Trust Board to ensure we work together to minimise costs and an intensive monitoring process is in place. Funding through a Covid-19 specific Sport England Fund has been received though this is limited in its amount and did not cover retrospective losses. Constant monitoring of future business plans and work in partnership to maximise income and reduce costs continues.				
<b>Risk assessment RAG status (after mitigation)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>A</b>	<b>2</b>	<b>A2</b>	<b>RED</b>
<b>Quarter 2 Update</b> The key risk to the financial sustainability of the Trust is no longer Covid-19 but the cost of living crisis. In particular fuel inflation and the high rise in the Living Wage has impacted on the Trust and they are now projecting a £600k deficit for the current year. A report is to be taken to Full Council in November 2022 to outline how this risk is being mitigated as much as possible, however many of the factors are beyond the Trusts' and the council's control. To date no specific help has been announced by Government.				
<b>Quarter 2 risk assessment RAG status</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Risk</b>	<b>Status</b>
	<b>A</b>	<b>2</b>	<b>A2</b>	<b>RED</b>

## ROSSENDALE BOROUGH COUNCIL FORWARD PLAN

The Forward Plan sets out the details of the key decisions which the Cabinet or Officers expect to take. The Plan is updated 28 days prior to each Cabinet meeting and is available on the website. All items will be for publication, unless otherwise stated.

Publication dates for 2022/23 Municipal Year are as follows:

- 20<sup>th</sup> June 2022
- 9<sup>th</sup> August 2022
- 8<sup>th</sup> November 2022
- 10<sup>th</sup> January 2023
- 14<sup>th</sup> February 2023

### Definition of a Key Decision

1. A Key Decision means an executive decision which is likely:
  - a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates, or
  - b) to be significant in terms of its effects on communities living or working in an area comprising of two or more Wards in the Borough.
2. For the avoidance of doubt, the Council would regard any of the following as 'significant':
  - Any decision by the Cabinet in the course of developing proposals to the full Council to amend the policy framework.
  - Any single item of in-budget expenditure or savings in excess of £100,000.
  - Any decision which is likely to have a permanent or long term (more than 5 years) effect on the Council and the Borough.

### Cabinet Membership

- Councillor Alyson Barnes - Leader of the Council and Lead Member for Economic Development
- Councillor Jackie Oakes - Deputy Leader of the Council and Lead Member for Planning, Licensing and Enforcement
- Councillor Steve Hughes – Lead Member for Housing and Customer Services
- Councillor Adrian Lythgoe – Lead Member for Environment and Corporate Services
- Councillor Barbara Ashworth – Lead Member for Communities, Health and Wellbeing
- Councillor Andrew Walmsley – Lead Member for Resources

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**Chief Executive Directorate managed by the Chief Executive – Neil Shaw**

- Executive Office
- Oversees the services listed below.

**Economic Development Directorate managed by the Director of Economic Development – Mandy Lewis**

- Planning and Building Control
- Economic Development
- Business Development
- Tourism
- Property Services/Surveying (Estates)
- Strategic Housing
- Private Sector Housing

**Communities Directorate managed by the Director of Communities – Adam Allen**

- Housing, Health & Communities
- Public Protection Unit
- ICT, SAT & Customer Services
- Housing Options
- Operations
- Rossendale Leisure Trust

**Legal Services managed by the Head of Legal (Monitoring Officer), Clare Birtwistle**

- Legal Services
- Committee and Member Services
- Elections
- Land Charges

**Head of Finance (Section 151 Officer), Karen Spencer**

- Finance & Audit
- Revenues and Benefits
- Risk Management & Procurement
- Asset Register
- Rossendale Leisure Trust (Accounting and Project Appraisals)

**HR managed by the Head of People & Policy, Clare Law**

- People and Policy
- Corporate Support

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- Communications
- Safeguarding
- Emergency Planning/Health and Safety
- Facilities Management

Anyone wishing to make representations about any of the matters listed in the Forward Plan, or obtain copies of the documents listed (subject to disclosure restrictions), may do so by contacting the relevant officer listed against each key decision.

Under the Access to Information Procedure rules set out in the Council's Constitution, a key decision may not be taken, unless:

- It is published in the Forward Plan
- 28 clear days have lapsed since the publication of the Forward Plan; and
- if the decision is to be taken at a meeting of the Cabinet, 5 clear days' notice of the meeting has been given

The law and the Council's Constitution provide an exception that allows urgent key decisions to be made, even though they have not been included in the Forward Plan. This is provided for in Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

The Forward Plan also contains details of significant decisions which will be considered by the Cabinet with recommendations to Full Council.

Copies of the following documents may be inspected at the Rossendale Borough Council Offices or accessed from the Council's website [https://www.rossendale.gov.uk/info/210159/about\\_the\\_council/10526/how\\_decisions\\_are\\_made](https://www.rossendale.gov.uk/info/210159/about_the_council/10526/how_decisions_are_made)

- The Council's Constitution
- The Forward Plan
- Reports on the key decisions to be taken
- The minutes or decision notice for each key decision, which will normally be published 4 working days after having been made.

Members of the public are welcome to attend meetings of the Cabinet and the dates and times of the meetings are published on the Council's website [www.rossendale.gov.uk/meetings](http://www.rossendale.gov.uk/meetings) or you may contact the Committee and Member Services Section on telephone number 01706 252422 or email [democracy@rossendalebc.gov.uk](mailto:democracy@rossendalebc.gov.uk) for further details.

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Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Lead Member	Documents to be considered by the decision taker	Representations may be made to the following officer
Local Council Tax Support Scheme – <b>yearly item</b>	Overview & Scrutiny  Council	12 <sup>th</sup> September 2022  16 <sup>th</sup> November 2022	Housing and Customer Services	Report	Ian Walker, Service Assurance Team Leader 01706 252592 <a href="mailto:ianwalker@rossendalebc.gov.uk">ianwalker@rossendalebc.gov.uk</a>
'Ease the Squeeze' support package	Council	16 <sup>th</sup> November 2022	Leader of the Council and Lead Member Economic Development	Report	Neil Shaw, Chief Executive 01706 252447 <a href="mailto:neilshaw@rossendalebc.gov.uk">neilshaw@rossendalebc.gov.uk</a>
Medium Term Financial Strategy (MTFS) Update – <b>yearly item to Cabinet</b>	Council	16 <sup>th</sup> November 2022	Resources	Report	Karen Spencer, S151 Officer 01706 252465 <a href="mailto:karenspencer@rossendalebc.gov.uk">karenspencer@rossendalebc.gov.uk</a> ,
Household Support fund 3	Council	16 <sup>th</sup> November 2022	Resources	Report	Karen Spencer, S151 Officer 01706 252465 <a href="mailto:karenspencer@rossendalebc.gov.uk">karenspencer@rossendalebc.gov.uk</a> ,
Annual Air Quality Report – <b>yearly item</b>	Cabinet	7 <sup>th</sup> December 2022	Planning, Licensing and Enforcement	Report	Phil Morton, Public Protection Manager 01706 252442 <a href="mailto:philmorton@rossendalebc.gov.uk">philmorton@rossendalebc.gov.uk</a>

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Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Lead Member	Documents to be considered by the decision taker	Representations may be made to the following officer
Community Grants	Cabinet	7 <sup>th</sup> December 2022	Communities, Health and Wellbeing	Report	Adam Allen, Director of Communities 01706 252428 <a href="mailto:adamallen@rossendalebc.gov.uk">adamallen@rossendalebc.gov.uk</a>
Water Hygiene and Asbestos Policies Approval	Cabinet	7 <sup>th</sup> December 2022	Environment and Corporate Services	Report	Lee Childs, Facilities Manager 01706 252527 <a href="mailto:leechilds@rossendalebc.gov.uk">leechilds@rossendalebc.gov.uk</a>
Appointment of the Chief Executive of the Council and the Director of Economic Development	Council	20 <sup>th</sup> December 2022	Leader of the Council and Lead Member Economic Development	Recommendation of the Appointments and Appeals Panel	Clare Law, Head of People and Policy 01706 252457 <a href="mailto:clarelaw@rossendalebc.gov.uk">clarelaw@rossendalebc.gov.uk</a>
Leisure Facilities	Council	20 <sup>th</sup> December 2022	Communities, Health and Wellbeing	Report	Adam Allen, Director of Communities 01706 252428 <a href="mailto:adamallen@rossendalebc.gov.uk">adamallen@rossendalebc.gov.uk</a>
Rossendale Leisure Trust (RLT) Update - <b>confidential</b>	Council	20 <sup>th</sup> December 2022	Communities, Health and Wellbeing	Report	Adam Allen, Director of Communities 01706 252428 <a href="mailto:adamallen@rossendalebc.gov.uk">adamallen@rossendalebc.gov.uk</a>
Lancashire 2050 strategic framework	Cabinet	8 <sup>th</sup> February 2023	Leader of the Council and Lead Member Economic Development	Report	Neil Shaw, Chief Executive 01706 252447 <a href="mailto:neilshaw@rossendalebc.gov.uk">neilshaw@rossendalebc.gov.uk</a>

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Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Lead Member	Documents to be considered by the decision taker	Representations may be made to the following officer
Corporate Priorities, Budget, Council Tax and the Medium Term Financial Strategy – <b>yearly item</b>	Overview & Scrutiny Cabinet Council	6 <sup>th</sup> February 2023 8 <sup>th</sup> February 2023 28 <sup>th</sup> February 2023	Resources	Report	Karen Spencer, S151 Officer 01706 252465 <a href="mailto:karens pencer@rossendalebc.gov.uk">karens pencer@rossendalebc.gov.uk</a>
Capital Strategy 2022/23 to 2024/25 and Capital Programme 2022/23 – <b>yearly item</b>	Overview & Scrutiny Cabinet Council	6 <sup>th</sup> February 2023 8 <sup>th</sup> February 2023 28 <sup>th</sup> February 2023	Resources	Report	Karen Spencer, S151 Officer 01706 252465 <a href="mailto:karens pencer@rossendalebc.gov.uk">karens pencer@rossendalebc.gov.uk</a> ,
Treasury Management Strategy & Treasury Management Practises (updates for 2022/23) – <b>yearly item</b>	Cabinet Council	6 <sup>th</sup> February 2023 28 <sup>th</sup> February 2023	Resources	Report	Karen Spencer, S151 Officer 01706 252465 <a href="mailto:karens pencer@rossendalebc.gov.uk">karens pencer@rossendalebc.gov.uk</a> ,
Pay Policy Statement – <b>yearly item</b>	Council	28 <sup>th</sup> February 2023	Environment and Corporate Services	Report	Clare Law, Head of People and Policy 01706 252457 <a href="mailto:clarelaw@rossendalebc.gov.uk">clarelaw@rossendalebc.gov.uk</a>
Housing Strategy	Council	28 <sup>th</sup> February 2023	Housing and Customer Services	Report	Mandy Lewis, Director of Economic Development 01706 252429 <a href="mailto:mandylewis@rossendalebc.gov.uk">mandylewis@rossendalebc.gov.uk</a>
Constitution Review	Council	22 <sup>nd</sup> March 2023 To be taken to each meeting unless no changes identified.	Environment and Corporate Services	Report	Carolyn Sharples, Committee and Member Services Manager 01706 252422 <a href="mailto:carolynsharples@rossendalebc.gov.uk">carolynsharples@rossendalebc.gov.uk</a>

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Details of the decision to be taken	Decision to be taken by	Expected Date of Decision	Relevant Lead Member	Documents to be considered by the decision taker	Representations may be made to the following officer
Food Standards Agency Annual Report - <i>yearly item</i>	Council	21 <sup>st</sup> June 2023	Planning, Licensing and Enforcement	Report	Phil Morton, Public Protection Manager 01706 252442 <a href="mailto:philmorton@rossendalebc.gov.uk">philmorton@rossendalebc.gov.uk</a>
Council Tax, Non-Domestic Rate & Housing Benefit Overpayment Write-offs - <i>yearly item</i>	Cabinet	July 2023	Housing and Customer Services	Report	Ian Walker, Service Assurance Team Leader 01706 252592 <a href="mailto:ianwalker@rossendalebc.gov.uk">ianwalker@rossendalebc.gov.uk</a>
Climate Change Strategy Update - <i>yearly item</i>	Council	October 2023	Environment and Corporate Services	Report	Phil Morton, Public Protection Manager 01706 252442 <a href="mailto:philmorton@rossendalebc.gov.uk">philmorton@rossendalebc.gov.uk</a>

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