

Meeting of: The Cabinet

Date 8th January 2025

Time: 6.30pm

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



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

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

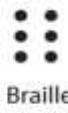
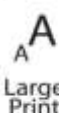
Supported by: Glenda Ashton, Committee and Member Services officer Tel: 01706 252423

Email: democracy@rossendalebc.gov.uk

ITEM	Lead Member/Contact Officer	
A.	BUSINESS MATTERS	
A1.	Apologies for Absence	<p>Clare Birtwistle, Monitoring Officer 01706 252438 clarebirtwistle@rossendalebc.gov.uk</p>
A2.	Minutes of the last meeting To approve and sign as a correct record the Minutes of the meeting held on 20 th November 2024.	
A3.	Urgent Items of Business To note any items which the Chair has agreed to add to the Agenda on the grounds of urgency.	
A4.	Declarations of Interest <i>Members are advised to contact the Monitoring Officer in advance of the meeting to seek advice on interest issues if necessary.</i> 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.	
B.	COMMUNITY ENGAGEMENT	
B1.	Public Question Time Members of the public can register their question by contacting the Committee Officer. Groups with similar questions are advised to appoint and register a spokesperson. This is an opportunity to ask a question about	<p>Glenda Ashton, Committee and Member Services Officer, 01706 252423 glendaashton@rossendalebc.gov.uk</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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ITEM	Lead Member/Contact Officer	
	<p>an agenda matter which the Council may be able to assist with. A time limit applies for each question and you are only able to address the meeting once. Please begin by giving your name and state whether you are speaking as an individual member of the public or as a representative of a group. (Question time normally lasts up to 30 minutes).</p>	<p>Questions can be submitted in advance of the meeting to democracy@rossendalebc.gov.uk in line with the Cabinet speaking procedure</p>
C.	CHAIR'S UPDATE	
C1.	Update from the Overview & Scrutiny Committee	Councillor A Barnes
D.	KEY DECISIONS	
D1.	Transitional plans for Rawtenstall market	<p>Councillor Harris/David Smurthwaite Director of Economic Development 01706 252429 davidsmurthwaite@rossendalebc.gov.uk</p>
D2.	South Gyratory Design and Delivery Approval	<p>Councillor Harris/David Smurthwaite Director of Economic Development 01706 252429 davidsmurthwaite@rossendalebc.gov.uk</p>
D3.	Procurement of Food Waste Caddies	<p>Councillor Lythgoe/Andy Taylor Head of Environmental Services 01706 252519 andrewtaylor@rossendalebc.gov.uk</p>
E.	EXCLUSION OF PUBLIC AND PRESS	
	<p>To consider passing the appropriate resolution under Section 100 (A)(4) of the Local Government Act 1972 that the press and public be excluded from the meeting during consideration of the following items of business since they involve the likely disclosure of exempt information under Part 1 Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	
E1.	Waste Transfer Station	<p>Councillor Lythgoe/Andy Taylor Head of Environmental Services 01706 252519 andrewtaylor@rossendalebc.gov.uk</p>



Rob Huntington
Chief Executive

Date Published: 24th December 2024

MINUTES OF: THE CABINET

Date of Meeting: Wednesday 20th November 2024

**Present: Councillor A Barnes (Chair)
Councillors Harris, Lythgoe, McInnes and Walmsley**

**Rob Huntington, Chief Executive
Chris Warren, Director of Resources, s151 Officer
David Smurthwaite, Director of Economic Development
Clare Birtwistle, Head of Legal, Monitoring Officer
Clare Law, Head of People and Policy
Kimberly Haworth, Head of Financial Services
Andy Taylor, Head of Environmental Services
Anne Storah, Principal Planner – Forward Planning**

**Also present Councillor Neal
1 member of the public**

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES OF THE LAST MEETING

Resolved:

The minutes of the meeting held on 16th October 2024 were agreed as a correct record.

3. URGENT ITEMS OF BUSINESS

There were no urgent items.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PUBLIC QUESTION TIME

The Leader responded to a questions from a member of the public relating to renewable energy (item D3. Authority Monitoring Report). She confirmed that we had declared a climate emergency and this was part of the bigger agenda in relation to sustainable forms of power. For such projects there were very formal processes to go through, including planning.

6. UPDATE FROM THE CHAIR OF THE OVERVIEW & SCRUTINY COMMITTEE

An update from the 11th November 2024 Overview & Scrutiny Committee meeting was provided.

7. AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT

The Lead Member for Planning outlined the report which asked Cabinet to approve the Supplementary Planning Document and delegate minor amendments to the Lead Member and Head of Service.

Cabinet was invited to comment on the report:

- The team were thanked for all their work.
- There were ways to draw land to people's attention, in relation to underachievement of self-build. We had housing allocations but they had not come forward and some sites were not in the right location to match demand.
- There was a self-build website, so a campaign on social media would be welcomed.
- More work would be done around the housing strategy and housing need.

Resolved:

1. Cabinet approved the Affordable Housing Supplementary Planning Document (SPD) for use for Development Control purposes.
2. Cabinet delegated minor amendments to the Affordable Housing SPD, including formatting changes, and updates to the household income and price caps, in line with data produced by the Office for National Statistics (ONS), to the Head of Planning and Lead Member prior to consultation.

Reason for Decision:

Adopting the Affordable Housing SPD would enable the Council to ensure that new major residential developments that require planning permission would deliver an appropriate level and type of Affordable Housing that is appropriate to Rossendale.

Alternative Options Considered:

None.

8. OPEN SPACE AND SPORTS PROVISION SUPPLEMENTARY PLANNING DOCUMENT

The Lead Member for Planning outlined the report which asked Cabinet to approve the Supplementary Planning Document and delegate minor amendments to the Lead Member and Head of Service.

Cabinet was invited to comment on the report:

- Sport England thought it was more a Built Facilities SPD but we had worked closely with them and they were now happy. The general misunderstanding of the SPD had now been accepted.
- It was good to have a document that set out expectations, but the viability of development did have its challenges.

In response to a question regarding Whitworth Town Council expressing an interest in some local facilities and asking the Council to consider working with them to explore options for better use and funding opportunities. The Leader informed that it could be looked at if a formal approach was made.

Resolved:

1. Cabinet approved the Adoption of the Open Space and Sports Provision SPD (SPD) for Development Control purposes.
2. Cabinet delegated minor amendments, including formatting changes to the SPD and updates, to ensure contributions remained in line with inflation, to the Head of Planning and Lead Member.

Reason for Decision:

To enable the Council in the justification of planning contributions from developers to enhance existing provision or create new provision to meet the needs of the local community.

Approval of the Open Space and Sports Provision SPD would enable the Council to request specific planning requirements for open spaces based on the context of the local area for major residential schemes in the Borough. Also, the SPD would allow the Council to seek planning obligations for indoor sport facilities in addition to contributions for playing pitches and other outdoor sports facilities.

Alternative Options Considered:

None.

9. AUTHORITY MONITORING REPORT FOR 2023 TO 2024

The Lead member for Planning outlined the report which asked Cabinet to note the contents of the Authority Monitoring Report, agree the Local Development Scheme and delegate minor amendments to the Lead Member and Head of Service.

Cabinet was invited to comment on the report:

- In relation to Gypsy and Traveller sites and a stopping site, the Council was working on the Local Plan review and this would feed into the process around housing need.
- There was a need to understand the impact of the ward boundary changes. In future external organisations that feed in to the process would be based on the new ward boundaries, but this would take time to work through.

Resolved:

1. Cabinet noted the contents of the Rossendale Authority Monitoring Report (AMR) for 2023-24, which reported on planning data from the adoption of the Local Plan in 2021, and specifically for the period 1 April 2023 to 31 March 2024. Progress on supplementary planning documents was recorded, and context given on the Government's plan-making reforms.
2. In particular noted over the past year: the high number of housing completions (201), and on brownfield land (64%), with 59 affordable homes delivered. However, approvals for new houses were particularly low (66 dwellings) and the Council could no longer demonstrate it was meeting the Self Build duty. Childhood Obesity levels had improved for the former wards of Helmshore and Goodshaw, with the restrictive policy remaining in place for the other wards. Several appeals had been upheld by Inspectors on design grounds so work would progress on updating the Design Guidance and the Local List.
3. Agreed the Local Development Scheme, which provided a timetable for additional guidance including Supplementary Planning Documents under the current system of plan-making
4. Delegated minor changes to the Authority Monitoring Report, including the incorporated Local Development Scheme, to the Lead Member and the Head of Planning

Reason for Decision:

Annual requirement.

Alternative Options Considered:

None.

10. ANNUAL AIR QUALITY REPORT 2024

The Lead member for Environment and Corporate Services outlined the report which asked Cabinet to note the contents of the report.

Cabinet was invited to comment on the report:

- There was a need to link in better with the Climate Strategy to test how measures such as electric vehicle (EV) charging points were having an impact.
- There was a need to address impact in Waterfoot.
- Broader wellbeing work would be welcomed.
- Thanks was given to the officers.

Resolved:

1. Cabinet noted the contents of the 2024 Air Quality Report.

Reason for Decision:

Success in improving the air that we breathe relies on action by a wide range of organisations and individuals and continued work across the authority and in partnership with other public and private organisations was central to achieving this.

Alternative Options Considered:

None.

11. ROSSENDALE SPORT AND PHYSICAL ACTIVITY STRATEGY

The Lead member for Communities, Housing and Health outlined the report which asked Cabinet to agree the adoption of the 2025-2030 Strategy and delegate amendments to the Lead member and Lead officer.

Cabinet was invited to comment on the report:

- Thanks was given to the officer.
- The document was presently a text version, but would be fully designed in readiness for launch in February.
- It was good to see participation numbers rising in the borough e.g. the Casked running club and Couch to 5k and the wider social aspects of such activities.
- Thanks was given to all those who had made Rossendale Connected what it was since its inception during covid.
- How did it focus on young children who did not exercise? These were potentially a vulnerable group and a hard to reach group. There was a need to have a separate conversation about this.
- Community groups were developing new ways of getting people together and potentially filling some of the gaps in participation.
- There was a need to encourage Play Streets to develop, as outlined in the Action Plan.

Resolved:

1. Cabinet agreed the adoption of the new Rossendale Physical Activity and Sport Strategy 2025 – 2030.
2. Cabinet delegated amendments to the Strategy to the Chief Executive in consultation with the Lead Member for Communities, Housing and Health.

Reason for Decision:

To establish a long-term vision for physical activity and sport in the Valley, and to outline this vision in a strategy that supports the provision of a comprehensive physical activity and sport offer that allows people to move more.

Alternative Options Considered:

None.

12. FINANCIAL MONITORING REPORT QUARTER 2 2024/25

The Lead member for Resources outlined the report which asked Cabinet to note its content.

Cabinet was invited to comment on the report:

- Thanks was given to officers and team.
- In relation to the pooling arrangement, we had stated the intention to remain in the pool. Other local authorities had been asked to submit their intention by end of October, the outcome was not expected to be adverse, but the final outcome had not yet been announced.
- In relation to staffing in the Operations team, a review was taking place including the balance between core staff and agency.
- Houses had been purchased to tackle the ongoing budget pressures relating to temporary accommodation.
- The Council was considering supported housing provision which was presently lacking.
- Demand management and cost avoidance regarding temporary accommodations was high on the agenda. A multi-agency approach to tackling the issue needs to be pushed for to avoid the Council taking issues on that should be more appropriately be dealt with by other organisations.

Resolved:

1. Cabinet noted the Financial Monitoring Report for Quarter 2 2024/25.

Reason for Decision:

To note the report.

Alternative Options Considered:

None.

13. PERFORMANCE MANAGEMENT REPORT QUARTER 2 2024/25

The Lead member for Environment and Corporate Services outlined the report which asked Cabinet to note and consider the Council's performance.

Cabinet was invited to comment on the report:

- Thanks was given to the officers. The report was much clearer.

In response to questions it was confirmed that:

- We were also working with Together Housing at potential opportunities for social housing, including looking at the list of land for potential development.
- The shortage of Occupational Therapists was now being addressed. It was a national problem but LCC were introducing ways to assure those on waiting lists that they had not been forgotten about. A new online process had been introduced to request assistance pending application.

Resolved:

1. Cabinet noted and considered the Council's performance during Quarter 2 (Q2) 2024/25.

Reason for Decision:

Monitoring the Council's performance enables Cabinet to identify and consider any service actions, projects, performance measures or corporate risks requiring further action.

Alternative Options Considered:

None.

The meeting concluded at 7.37pm

_____ CHAIR _____ DATE

Subject:	Rawtenstall Temporary Market Arrangements	Status:	For Publication
Report to:	Cabinet	Date:	8 th January 2025
Report of:	Programme Manager	Portfolio Holder:	Economic Development & Regeneration
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency
Equality Impact Assessment:	Required: No	Attached:	No
Biodiversity Impact Assessment:	Required: No	Attached:	No
Contact Officer:	Azadeh Bayat	Telephone:	01706 252571
Email:	azadehbayat@rossendalebc.gov.uk		

1. RECOMMENDATIONS

- 1.1 Cabinet to approve proposals for the Rawtenstall Temporary Market project, including the relocation of kiosks and provision of separate food stalls to Rawtenstall Town Square.
- 1.2 Delegate authority to the Director of Economic Development, Monitoring Officer, and Director of Resources in conjunction with lead member for Economic Development and Regeneration;
 - to complete procurements and legal agreements as necessary and
 - secure relevant permissions including the rental structure for the temporary market.
 - to agree a suitable storage location for 4 kiosks.
- 1.3 To approve the partnership of Tameside Council to complete the dismantling and crane hire of the kiosks at a value of £100k.

2. EXECUTIVE SUMMARY

The Rawtenstall Temporary Market project forms part of the Rawtenstall Regeneration Programme (funded by Government Capital Regeneration funding) that supports the refurbishment of Rawtenstall market whilst maintaining market continuity during refurbishment works. This project will include:

- Relocation of kiosks from Ashton Market in Tameside to Rawtenstall **to serve as indoor retail units;**
- Provision of separate food stalls **specifically designed for food traders;**
- Phased relocation of traders **to minimise market disruption;**
- Infrastructure setup for utility access, safety, and accessibility.

This report outlines the scope, financial implications, planning application, delivery plan, and stakeholder engagement for this project.

3. BACKGROUND

- 3.1 **Capital Regeneration Funding.** The Rawtenstall Market regeneration is funded under the Rosendale Borough Council's successful LUF/Capital Regeneration application which aims to enhance town centre vibrancy and economic resilience. As part of the project, a temporary market is required to ensure market continuity while refurbishment works are undertaken on the permanent market site in Rawtenstall. This plan has been devised as the safest and most appropriate option for market traders and visitors.

- 3.2 **Rationale for the Temporary Market** The temporary market has been proposed to:
 - Prevent loss of trade and customer footfall;

- Provide a safe environment for traders whilst works take place at the facility;
- Provide continuity of operations for traders during the refurbishment;
- Support local economic activity while ensuring timely project delivery.

3.3 In August 2024 several transitional options for a temporary market were presented to market traders, this included remaining on the market hall footprint, carparks within proximity and also the Town Square.

3.4 The consensus from this meeting was that traders were keen to be trading together on the town square.

3.5 All of the options presented to traders, along with a couple of other locations have been subject to a feasibility review, including the proximity to utilities, logistics of both erecting a temporary market and loading, the size, implications on other trade, security, and general site management.

3.6 Following this appraisal, a temporary relocation to the town square was considered the most favourable and cost-effective solution posing little other implications on the wider town centre.

3.7 As a result, Research has taken place with other temporary market sites and following collaboration **with Tameside Council**, Rossendale Borough Council has identified surplus kiosks at Ashton Market, as a cost-effective solution for the temporary indoor market. Tameside Council has estimated the cost at scrappage value:

- **Cost per unit:** £5,000 - £7,000;
- **Relocation Timeline:** The kiosks need to be cleared from Ashton Market by 19th January 2025 to enable site works for Tameside’s contractor.
- The kiosks will be stored within an existing Rossendale Borough Council site until required.

Due to cost implications, it is likely that this will be the proposed site area. Delegated Authority is requested to the Director of Economic Development in conjunction with the lead member to establish a cost-effective and appropriate location.

3.8 **Trader Consultations** Regular meetings and consultations have been held with market traders to ensure the project aligns with their needs. Key outcomes include:

- Agreement on indoor retail kiosks for non-food traders;
- Provision of separate, food-specific stalls tailored to meet hygiene and operational requirements;
- A phased relocation plan to minimise business disruption;
- Clear communication on rent, access, and space allocation during the transition period.
- Clear inventory and condition survey to make sure of the transition and planning to set up the temporary stall and how RBC will collaborate with the traders to have smooth transition.
- Setting out clear agreement with the traders for the temporary duration and how Rossendale Borough Council will operate the site.
- Clear trading policy, Code of Conduct, website and event planning.

3.9 **Food Stalls:** Dedicated food stalls will be provided alongside the kiosks. Options include:

- Built food stalls with electrical and plumbing connections;
- Retrofitted units with extraction systems, lighting, and insulation;
- Compliance with food safety and environmental health standards.

It is envisaged that there are 8 street food stalls and 16 retail stalls to transition to the Town Square.

3.10 **Operations:** It is proposed that the indoor market stalls will have clear structures to their opening and closing times and where possible, this will mirror the existing arrangements to ensure security is not compromised.

- A plan to support the adjustment and to boost footfall will include events along with marketing and promotion. A premises licence will be in place to allow the safe sale of alcohol and organisation of events.
- It is requested that the Director of Economic Development signs off the agreed operational plan and resources.
- **Licence:** To ensure that there is commitment from Market traders regarding their licence prior to purchasing or entering into any lease of a stall, the Council proposes to enter into a fixed term licence agreement for the transitional market. This will encourage up front commitment from traders but also allow them to handover the stall if they have a situation where they are unable to continue trading.
- **Rent:** Market traders will be provided with a minimum of 1 month rent free from the opening of the transitional market and will be charged 80% of their current rent amount. Close work will be carried out with the traders on the scheduling of their payments.
- The traders will provide their current utility charges in order for utility charges and waste removal arrangements to be agreed.

4. DETAILS

PROJECT SCOPE

The Rawtenstall Temporary Market project encompasses the following key components:

4.1 Indoor Market Infrastructure

- Relocation of 4 kiosks from Ashton Market to Rawtenstall.
- Installation of kiosks as indoor retail spaces for non-food traders.

4.2 Food Stall Units

- Provision of standalone food stalls designed specifically for food traders.
- Fit-out to include extraction units, refrigeration, lighting, and utilities.

4.3 Project Timeline

Key Milestone	W.C. Date
Commence kiosk dismantling	8th January 2025
Complete kiosk removal from Ashton Market	19th January 2025
Begin reassembly and fit-out in Rawtenstall	February 2025
Completion of temporary market setup	March 2025
Traders relocated to temporary market	March 2025

CONSULTATION AND ENGAGEMENT

4.4 Trader Engagement

- Traders were consulted extensively to address concerns and outline plans for the temporary market.
- Topics discussed included:

- Space allocation and rent clarity;
- Phased relocation timelines;
- Infrastructure requirements, including food stall provision.

4.5 Stakeholder Discussions

- Meetings have been held with Tameside Council, engineers, and contractors to confirm:
 - Timescales for dismantling and relocation;
 - Cost estimates for acquisition and setup of kiosks;
 - Logistical planning for phased delivery.
 - The delivery requires cranes and Rossendale Borough Council is currently gaining agreement with Lancashire County Council to accommodate the delivery of the large units.
 - The planned site works will be around 1 month, two weeks to install the stalls and ground works and utilities and two weeks for fit out and transition.

Subject to report approval, local businesses, event organisations and the Chamber of Commerce will be consulted on the plans for the town square. It is expected that planning permission is required for this arrangement and as such planning consultation will be completed.

4.6 Presentation and Feedback A comprehensive presentation to traders covered:

- Proposed relocation plans;
- Design of temporary market units, including food stalls;
- Timelines for setup and trader moves;
- Rent structure and logistical arrangements.

FINANCIAL IMPLICATIONS

4.7 Estimated Costs

Description	Cost Estimate
Kiosk Acquisition (4 units)	£28,000
Dismantling and Crane to lift onto transport (this will be completed by Tameside Council)	£100,000
Transport to site	Circa £20,000
Contractor works	Circa £100,000
Food Stall Fit-Out	Circa £70,000
Food stall unit hire or purchase	Circa £120,000
Planning Application	Circa £800

* Please note, the costs above are subject to change as some food stalls will come with standard items.

4.8 Risk Management Key financial risks include:

- Unexpected costs for relocation and fit-out;
- Delays impacting the relocation timeline and trader operations.

4.9 Mitigation measures include:

- Regular contractor updates;
- Contingency planning for budget and delivery risks.

4.10 The stalls procured from Ashton Market will be owned by the Council for value post transition.

5. RISKS AND MITIGATIONS

Risk	Mitigation
Planning Permission Delays	Early submission and stakeholder coordination.
Cost Overruns for Setup	Continuous monitoring of contractor quotes and project scope adjustments.
Trader Dissatisfaction	Regular engagement sessions to address issues proactively.
Food Stall Setup Delays	Priority handling for food-specific unit fit-outs and contractor arrangements.
Cost Overruns for Setup	Continuous monitoring of contractor quotes and project scope adjustments.
Trader Dissatisfaction	Regular engagement sessions to address issues proactively.

6. FINANCE

6.1 The overall budget allocated for the temporary market is circa £500k. The funding for the temporary market will be allocated from the existing capital regeneration project budget. The Programme Manager will ensure costs remain in the budget envelope, supported by the oversight of Rossendale Council's Programme Board.

7. LEGAL

7.1 Full Council delegated the approval of all concept designs for each aspect of the programme to Cabinet on 28th June 2023. Further it was delegated to the Director of Economic Development and Lead Member for Economic Development and Regeneration to agree a Market Trader transition plan for Rawtenstall whilst the works take place.

7.2 This element of the project is likely to incur expenditure in excess of £100k so prior Cabinet approval is required prior to commencement.

7.3 All procurements in connection with the temporary market will be carried out in accordance with the Council Contract Procedure Rules.

7.4 Legal Agreements, to include fixed term licences for the traders, will be completed as necessary.

7.5 Planning Permission will be applied for as necessary in order to accommodate the temporary market on the Town Square. The matter will be considered by Development Control Committee in due course following a period of consultation.

8. POLICY AND EQUALITIES IMPLICATIONS

8.1 No policy or equality implications.

9. REASON FOR DECISION

9.1 The Rawtenstall Temporary Market project is essential to:

- Support traders and maintain town centre vibrancy;
- Deliver a structured, cost-effective solution for temporary market operations;
- Mitigate disruption during refurbishment works on the permanent market.

Background Papers	
Document	Place of Inspection
Trader Consultation Feedback	The Business Centre, Futures Park
Site layout	The Business Centre, Futures Park

Subject:	South Gyratory Design & Delivery Approval	Status:	For Publication
Report to:	Cabinet	Date:	8 th January 2024
Report of:	Programme Manager	Lead Member:	Economic Development & Regeneration
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required: No	Attached:	No
Biodiversity Impact Assessment:	Required: No	Attached:	No
Contact Officer:	Azadeh Bayat	Telephone:	01706 252571
Email:	azadehbayat@rossendalebc.gov.uk		

1. RECOMMENDATIONS

- 1.1 Approve the design and delivery of the South Gyratory Project as part of the Capital Regeneration Programme for Rawtenstall.**
- 1.2 Delegate authority to the Director of Economic Development, Monitoring Officer, and Director of Resources to manage procurement, budget approvals, and project oversight.**

2. EXECUTIVE SUMMARY

- This report outlines the project scope, associated costs, updated financial provisions, key risks, and governance arrangements of the South Gyratory Project.
- The South Gyratory Project is a key infrastructure improvement initiative funded through the Capital Regeneration Programme to enhance traffic flow, reducing congestion, and enhancing pedestrian and cyclist safety in Rawtenstall town centre. The report should be read in conjunction with the following reports:
 - 2nd October 2024: Council | Rossendale Borough Council item C1
 - 28th June 2023: Council | Rossendale Borough Council D5
- This project is integral to achieving the council's vision for economic growth, improved connectivity, and town centre revitalisation and has a total project budget of £8.16m.
- The Capital Regeneration fund awarded to Rossendale is £17,952,812, with an additional £1.8m match funding from Rossendale Borough Council and £1.5m match funding from Lancashire County Council.
- Key highlights of the project include:
 - **Resurfacing and widening** of carriageways to address road deterioration and congestion;
 - **Redesign of drainage infrastructure**, including geocellular attenuation systems to mitigate flooding risks;

- **Enhanced pedestrian safety** through upgraded crossings, tactile paving, and improved traffic signal systems.
- Lancashire County Council (LCC) is the delivery partner under a **Section 278 Agreement**, with oversight and financial monitoring provided by Rossendale Borough Council and its cost consultant, Gosling Consulting Limited.

3. BACKGROUND

3.1 Project Context

The South Gyratory forms part of Rawtenstall's key transport network, connecting major arterial routes. Over time, the infrastructure has deteriorated, causing significant traffic congestion, surface issues, and poor drainage.

The need for the project was identified through extensive traffic assessments and stakeholder engagement, highlighting:

- **Critical deterioration** of road surfaces and structural layers.
- **Drainage inadequacies**, leading to recurring flooding, particularly near the subway area.
- **Pedestrian safety concerns**, with outdated crossings and signal systems.

3.2 Capital Regeneration/Levelling Up Fund (LUF)

The project is funded under the Capital Regeneration/LUF allocation, providing essential investment to address infrastructure challenges and improve the overall road network. This aligns with the council's strategic priorities to enhance connectivity, reduce disruption, and support local businesses and residents.

3.3 Partnership with Lancashire County Council

The project is being delivered under a **Section 278 Agreement** with Lancashire County Council (LCC), the Highway Authority. The County Council is responsible for the design, procurement, and delivery of the works, with Rossendale Borough Council providing oversight and financial control.

3.4 Consultation

In January 2024, Rossendale Borough Council engaged with residents on the concept design for the Gyratory and this was approved as part of the Rawtenstall Masterplan in July 2024. [17th July 2024: Council | Rossendale Borough Council item C2.](#)

- 3.5 The concept scheme has evolved since the initial design submitted as part of the LUF funding bid and has now been developed in detail.

4. DETAILS

PROJECT SCOPE

4.1 Scope of Works

Works to the Northern Gyratory (this includes Tup Bridge, the Asda junction, and the junction of Bacup Road) have already commenced and phases of this work have concluded.

4.2 The South Gyrotory is separated due to the complexity of some of the components. The scheme is attached to this report and comprises the following key components:

1. Carriageway Resurfacing and Reconstruction:

- **Scope:** Resurfacing works, including 40mm and 60mm plane-off and re-lay.
- **Areas Affected:** Haslingden Road, Bocholt Way, Bury Road, and other surrounding areas;
- **Widening Works:** Adjustments to road widths to improve traffic capacity including an additional lane.

2. Drainage Infrastructure Enhancements:

- Full redesign of carriageway drainage systems.
- Installation of new gullies and pipes in key areas.
- Implementation of **geocellular attenuation systems** to address recurring flooding issues near the subway.

3. Pedestrian Safety Improvements:

- Upgraded **traffic signals** and crossings to align with modern safety standards.
- Installation of tactile paving for accessibility.
- Raised and shared-use areas to improve pedestrian flow and safety.

4.3 Updated General Arrangement Plan:

The General Arrangement Plan (Ref: **5230259-ATR-HGN-XX-DR-CH-000101_C01**) details the specific design, including:

- Layout of carriageway improvements and road widening.
- Location of new drainage systems and gully installations.
- Pedestrian infrastructure improvements, including crossings and tactile paving.

[Refer to **Attachment 1** for the full General Arrangement Plan.]

4.4 Phasing and Timelines

- **January 2025:** Project approval and procurement initiation.
- **March 2025:** Start of enabling works, including road closures and preliminary drainage works.
- **March 2026:** Completion of major resurfacing and drainage works.
- **April 2026:** Project close-out, final inspections, and reconciliations.

CONSULTATION AND ENGAGEMENT

4.5 Stakeholder Engagement

- Regular meetings with Lancashire County Council (LCC) to review designs, costs, and programme delivery.
- Rawtenstall Co-ordination board made up of Rossendale Borough Council and Lancashire County Council officers.
- Ongoing communication with businesses and residents to minimise disruptions.

4.6 Public Communication Strategy

- Updates on road closures, traffic diversions, and progress will be shared via normal council communications channels.
- Engagement with businesses to address concerns and ensure business continuity will continue.

5. RISKS AND MITIGATIONS

Risk	Mitigation
Delays in delivery due to weather conditions	Phased delivery to allow flexibility and programme adjustments.
Cost overruns on drainage works	Remeasurement and regular monitoring of risk provision.
Traffic disruption during construction	Clear communication strategy and temporary traffic management.
Underspend or overspend on risk provision	A £311,600.23 risk provision has been included within the project costs. While unchanged, the provision will be closely monitored through Regular cost updates from LCC, Independent remeasurement of work progress and Comparison of expenditure against Bill of Quantities (BQ) rates to identify underspend or overspend.
Delays in obtaining statutory adoptions and approvals	Early work and engagement with stakeholders and aligning stages to those of the programme.

6 FINANCIAL IMPLICATIONS

- 6.1 The Levelling up Fund awarded to Rossendale is £17,952,812, with an additional £1.8m match funding from Rossendale Borough Council and £1.5m from Lancashire County Council.
- 6.2 Allocated to the gyratory project is £7.3m plus Rawtenstall Connected, which is £859,797, providing a total budget of circa £8.16m. The current cost estimate is circa £8.03m prior to procurement.
- 6.3 As part of the Memorandum of Understanding Rossendale Borough Council is required to accept responsibility for meeting any cost overruns and underwriting funding contributions other than the Levelling Up Fund contribution.
- 6.4 MHCLG confirmed to Rossendale Borough Council that the Capital Regeneration Project LUF project is secure.
- 6.5 The following agreements will be entered into to support this project:

- A section 278 Agreement will be entered into with Lancashire County Council
- Rossendale Borough Council will enter into a Grant Funding Agreement with Lancashire County Council to receive a £1.5m LEGDIP contribution.

6.6 All funding will be spent within the grant terms.

6.7 Officers will closely monitor financial and risk provisions through regular cost reporting and collaboration with Lancashire County Council.

6.8 The project team will manage ongoing cost assessments, risk measurements, and contingency monitoring to ensure the project remains in the cost envelope.

6.9 Risk Provision

- The project retains a risk provision of **£311,600.23** to mitigate unforeseen costs.
- If unutilised, the risk provision will be credited back to Rossendale Borough Council.

6.10 Governance and Monitoring

Regular financial and risk updates will be provided through:

- LCC's periodic cost reports.
- Independent validation by Gosling Consulting Ltd.
- Financial oversight by Rossendale Borough Council's finance team.
- Rossendale Borough Council's Programme Board
- MHCLG LUF delivery team

7. Legal

7.1 All governance arrangements will continue to be implemented and monitored in line with approved procedures and publicised guidance.

7.2 All necessary agreements will be entered into following all necessary due diligence and negotiation.

7.3 Any necessary procurements will be carried out in accordance with the Council's Constitution and the LUF grant terms.

7.4 All property acquisitions and land dedications will lead by Lancashire County Council for any land owned by Rossendale Council or third parties that requires dedicating as part of this scheme.

8. POLICY AND EQUALITIES IMPLICATIONS

8.1 Policy implications and consultation undertaken are included within the body of the report.

8.2 Consideration to equalities, appropriate consultation and community engagement will be undertaken throughout the delivery of the project and will be given consideration in a relevant and proportionate manner.

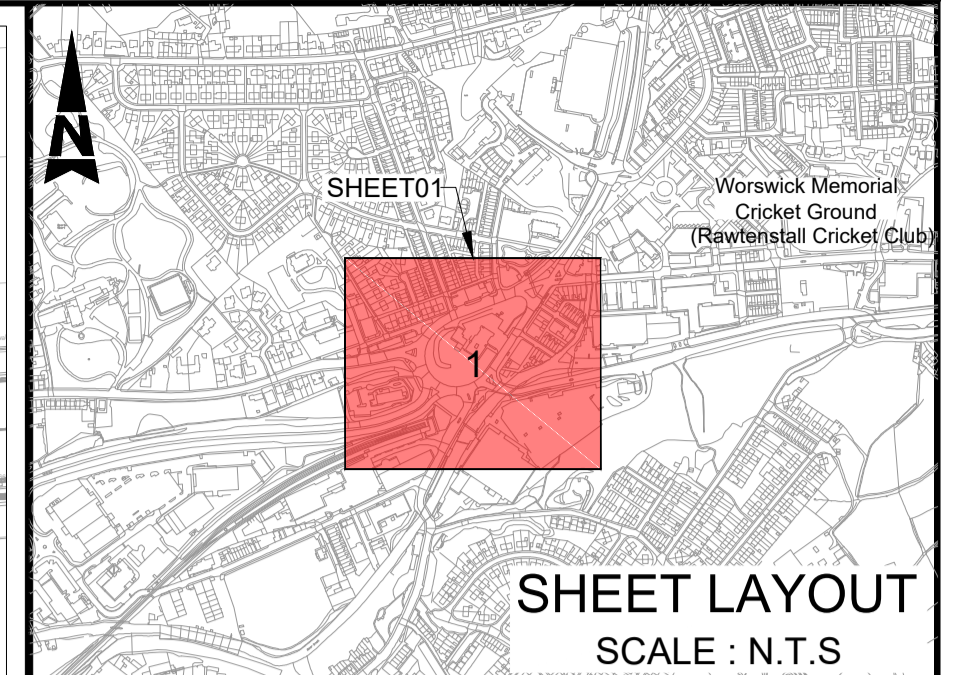
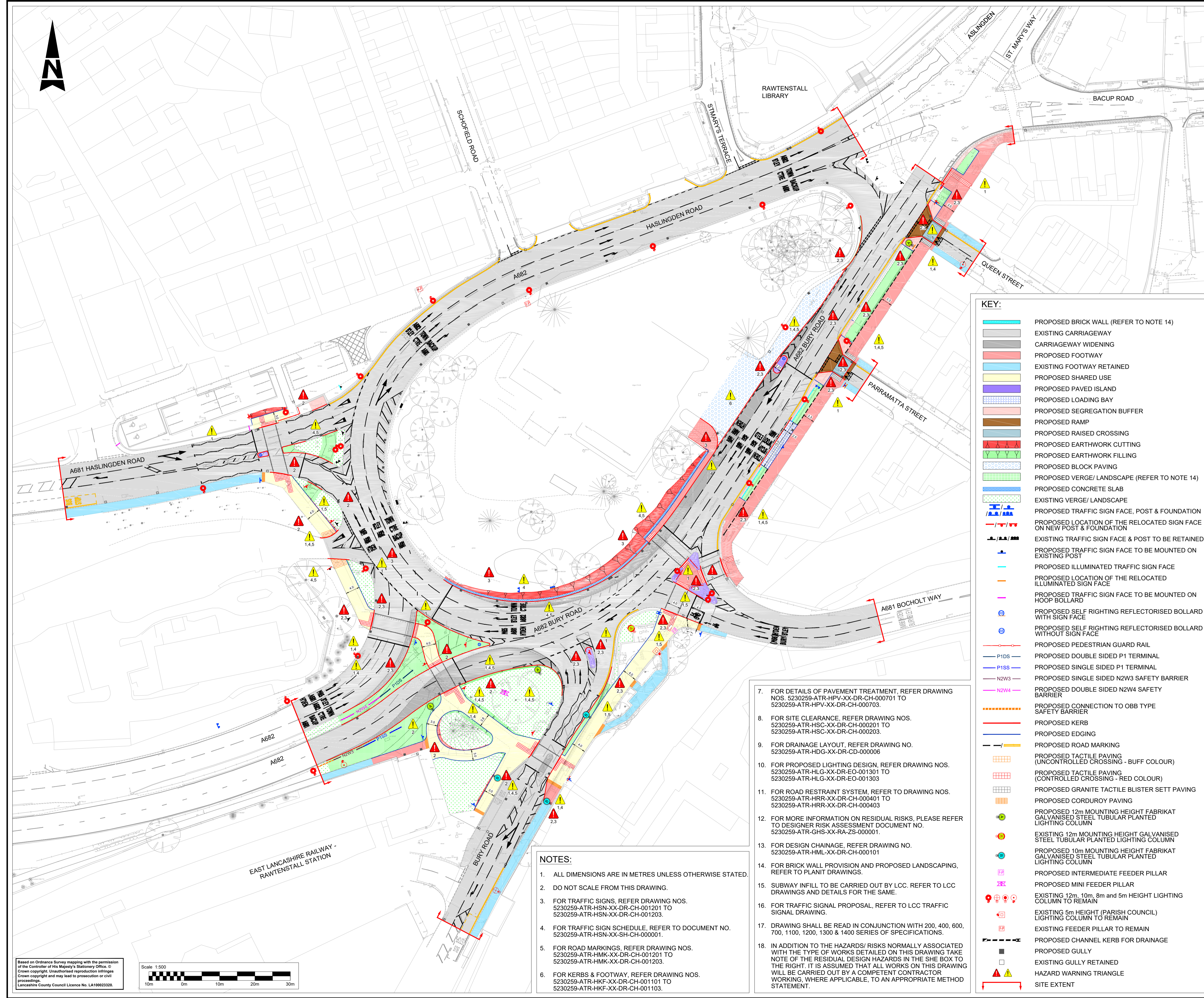
9. REASON FOR DECISION

The South Gyratory Project is critical to achieving:

- Improved traffic flow and road conditions;

- Enhanced pedestrian safety and accessibility;
- Resilient infrastructure with reduced flooding risks;
- Long-term benefits for residents, businesses, and road users in Rawtenstall.

Background Papers	
Document	Place of Inspection
General Arrangement Plan (5230259-ATR)	Attached



- KEY:**
- PROPOSED BRICK WALL (REFER TO NOTE 14)
 - EXISTING CARRIAGEWAY
 - CARRIAGEWAY WIDENING
 - PROPOSED FOOTWAY
 - EXISTING FOOTWAY RETAINED
 - PROPOSED SHARED USE
 - PROPOSED PAVED ISLAND
 - PROPOSED LOADING BAY
 - PROPOSED SEGREGATION BUFFER
 - PROPOSED RAMP
 - PROPOSED RAISED CROSSING
 - PROPOSED EARTHWORK CUTTING
 - PROPOSED EARTHWORK FILLING
 - PROPOSED BLOCK PAVING
 - PROPOSED VERGE/ LANDSCAPE (REFER TO NOTE 14)
 - PROPOSED CONCRETE SLAB
 - EXISTING VERGE/ LANDSCAPE
 - PROPOSED TRAFFIC SIGN FACE, POST & FOUNDATION
 - PROPOSED LOCATION OF THE RELOCATED SIGN FACE ON NEW POST & FOUNDATION
 - EXISTING TRAFFIC SIGN FACE & POST TO BE RETAINED
 - PROPOSED TRAFFIC SIGN FACE TO BE MOUNTED ON EXISTING POST
 - PROPOSED ILLUMINATED TRAFFIC SIGN FACE
 - PROPOSED LOCATION OF THE RELOCATED ILLUMINATED SIGN FACE
 - PROPOSED TRAFFIC SIGN FACE TO BE MOUNTED ON HOOP BOLLARD
 - PROPOSED SELF RIGHTING REFLECTORISED BOLLARD WITH SIGN FACE
 - PROPOSED SELF RIGHTING REFLECTORISED BOLLARD WITHOUT SIGN FACE
 - PROPOSED PEDESTRIAN GUARD RAIL
 - PROPOSED DOUBLE SIDED P1 TERMINAL
 - PROPOSED SINGLE SIDED P1 TERMINAL
 - PROPOSED SINGLE SIDED N2W3 SAFETY BARRIER
 - PROPOSED DOUBLE SIDED N2W4 SAFETY BARRIER
 - PROPOSED CONNECTION TO OBB TYPE SAFETY BARRIER
 - PROPOSED KERB
 - PROPOSED EDGING
 - PROPOSED ROAD MARKING
 - PROPOSED TACTILE PAVING (UNCONTROLLED CROSSING - BUFF COLOUR)
 - PROPOSED TACTILE PAVING (CONTROLLED CROSSING - RED COLOUR)
 - PROPOSED GRANITE TACTILE BLISTER SETT PAVING
 - PROPOSED CORDUROY PAVING
 - PROPOSED 12m MOUNTING HEIGHT FABRIKAT GALVANISED STEEL TUBULAR PLANTED LIGHTING COLUMN
 - EXISTING 12m MOUNTING HEIGHT GALVANISED STEEL TUBULAR PLANTED LIGHTING COLUMN
 - PROPOSED 10m MOUNTING HEIGHT FABRIKAT GALVANISED STEEL TUBULAR PLANTED LIGHTING COLUMN
 - PROPOSED INTERMEDIATE FEEDER PILLAR
 - PROPOSED MINI FEEDER PILLAR
 - EXISTING 12m, 10m, 8m and 5m HEIGHT LIGHTING COLUMN TO REMAIN
 - EXISTING 5m HEIGHT (PARISH COUNCIL) LIGHTING COLUMN TO REMAIN
 - EXISTING FEEDER PILLAR TO REMAIN
 - PROPOSED CHANNEL KERB FOR DRAINAGE
 - PROPOSED GULLY
 - EXISTING GULLY RETAINED
 - HAZARD WARNING TRIANGLE
 - SITE EXTENT

- NOTES:**
1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE STATED.
 2. DO NOT SCALE FROM THIS DRAWING.
 3. FOR TRAFFIC SIGNS, REFER DRAWING NOS. 5230259-ATR-HSN-XX-DR-CH-001201 TO 5230259-ATR-HSN-XX-DR-CH-001203.
 4. FOR TRAFFIC SIGN SCHEDULE, REFER TO DOCUMENT NO. 5230259-ATR-HSN-XX-SH-CH-000001.
 5. FOR ROAD MARKINGS, REFER DRAWING NOS. 5230259-ATR-HMK-XX-DR-CH-001201 TO 5230259-ATR-HMK-XX-DR-CH-001203.
 6. FOR KERBS & FOOTWAY, REFER DRAWING NOS. 5230259-ATR-HKF-XX-DR-CH-001101 TO 5230259-ATR-HKF-XX-DR-CH-001103.
 7. FOR DETAILS OF PAVEMENT TREATMENT, REFER DRAWING NOS. 5230259-ATR-HPV-XX-DR-CH-000701 TO 5230259-ATR-HPV-XX-DR-CH-000703.
 8. FOR SITE CLEARANCE, REFER DRAWING NOS. 5230259-ATR-HSC-XX-DR-CH-000201 TO 5230259-ATR-HSC-XX-DR-CH-000203.
 9. FOR DRAINAGE LAYOUT, REFER DRAWING NO. 5230259-ATR-HDG-XX-DR-CD-000006.
 10. FOR PROPOSED LIGHTING DESIGN, REFER DRAWING NOS. 5230259-ATR-HLG-XX-DR-EO-001301 TO 5230259-ATR-HLG-XX-DR-EO-001303.
 11. FOR ROAD RESTRAINT SYSTEM, REFER TO DRAWING NOS. 5230259-ATR-HRR-XX-DR-CH-000401 TO 5230259-ATR-HRR-XX-DR-CH-000403.
 12. FOR MORE INFORMATION ON RESIDUAL RISKS, PLEASE REFER TO DESIGNER RISK ASSESSMENT DOCUMENT NO. 5230259-ATR-GHS-XX-RA-ZS-000001.
 13. FOR DESIGN CHAINAGE, REFER DRAWING NO. 5230259-ATR-HML-XX-DR-CH-000101.
 14. FOR BRICK WALL PROVISION AND PROPOSED LANDSCAPING, REFER TO PLANIT DRAWINGS.
 15. SUBWAY INFILL TO BE CARRIED OUT BY LCC. REFER TO LCC DRAWINGS AND DETAILS FOR THE SAME.
 16. FOR TRAFFIC SIGNAL PROPOSAL, REFER TO LCC TRAFFIC SIGNAL DRAWING.
 17. DRAWING SHALL BE READ IN CONJUNCTION WITH 200, 400, 600, 700, 1100, 1200, 1300 & 1400 SERIES OF SPECIFICATIONS.
 18. IN ADDITION TO THE HAZARDS/ RISKS NORMALLY ASSOCIATED WITH THE TYPE OF WORKS DETAILED ON THIS DRAWING TAKE NOTE OF THE RESIDUAL DESIGN HAZARDS IN THE SHE BOX TO THE RIGHT. IT IS ASSUMED THAT ALL WORKS ON THIS DRAWING WILL BE CARRIED OUT BY A COMPETENT CONTRACTOR WORKING, WHERE APPLICABLE, TO AN APPROPRIATE METHOD STATEMENT.

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following significant residual risks (Reference shall also be made to the design hazard log).

Construction
 1. Telecommunication, 2. Underground Power Lines, 3. Gas Pipeline
 4. Sewer Water 5. Water Main/Storm Water 6. Working in the vicinity of fire station and constant access necessary to the fire station.

Maintenance / Cleaning
 1. Telecommunication, 2. Underground Power Lines, 3. Gas Pipeline
 4. Sewer Water 5. Water Main/Storm Water 6. Working in the vicinity of fire station and constant access necessary to the fire station.

Use

Decommissioning / Demolition
 1. Telecommunication, 2. Underground Power Lines, 3. Gas Pipeline
 4. Sewer Water 5. Water Main/Storm Water 6. Working in the vicinity of fire station and constant access necessary to the fire station.

Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date	
Description							
Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date	
Description							
Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date	
Description							
FOR RSA 2							
Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date	
S2	P01	Drawn	KJ	AN	RG	---	06/09/24
Description							
FOR TENDER							
Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date	
A1	C01	Drawn	PA	AN	SP	SR	21/11/24

A1 **AUTHORISED & ACCEPTED**

AtkinsRéalis Chadwick House
 Birchwood Park
 Warrington
 WA3 6AE
 Tel: +44 (0)1925 238000
 Fax: +44 (0)1925 238500
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Lancashire County Council

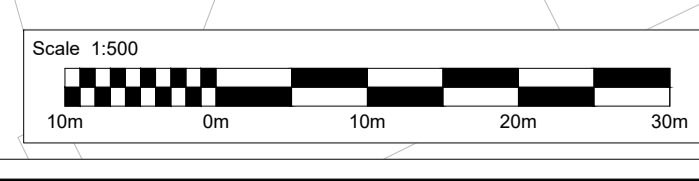
Project Stage / Design File: State

Project Title: **Rawtenstall Gyratory**

Drawing Title: **GENERAL ARRANGEMENT DRAWING**

Drawing Number	Project	Originator	Volume
5230259	XX	- ATR - HGN -	-
Location	Scale	Project Ref. No.	Sheet
	1:500	5230259	1 of 1
Original Size	Scale	Project Ref. No.	Sheet
A1	1:500	5230259	1 of 1
Revision	Authorised	Issue Date	
C01	SR		

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Subject:	Procurement of Food Waste Caddies	Status:	For Publication	
Report to:	Cabinet	Date:	8 th January 2025	
Report of:	Head of Environmental Services	Lead Member:	Environment and Corporate Services	
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input checked="" type="checkbox"/>	Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached:	No
Biodiversity Impact Assessment:	Required:	No	Attached:	No
Contact Officer:	Andy Taylor	Telephone:	01706 252519	
Email:	andrewtaylor@rossendalebc.gov.uk			

1. RECOMMENDATION

- 1.1 To procure food waste caddies and household delivery via the ESPO framework at a cost of £218,750

2. EXECUTIVE SUMMARY

- New Burdens Funding has been received for the introduction of Domestic Food Waste collections from April 2026 – the Council has received £227,277 allocated for Food Caddies
- Significant economies of scale can be obtained by bulk purchasing caddies and delivery in partnership with other East Lancashire councils – this would save the Council £28,350 on caddies and £27,800 on delivery.
- In order to secure a delivery slot and secure discounted rates for the caddy's the Council needs to place an order by February 2025
- As the order value exceeds £100,000 Cabinet approval is required.
- Permission is sought to procure the caddies, an initial supply of caddy liners and delivery via the ESPO Framework at a cost of £218,750

3. BACKGROUND

- 3.1 Central Government has mandated the introduction of weekly food waste collections from the 1st April 2026. In order to facilitate collection, households require 2 food waste caddies (one for internal use and one for doorstep collection). New Burdens Funding has been provided to RBC for the purchase of food waste caddies for residents to the value of £227,277
- 3.2 Given all local authorities are mandated to introduce Food Waste Collections by April 2026, there is significant pressure on supply chains both for the caddies themselves and for doorstep delivery. Negotiations have been ongoing with suppliers both individually by East Lancashire councils and collectively to explore bulk purchase discounts.

4. DETAILS

- 4.1 New Burdens Funding has been received for the introduction of Domestic Food Waste collections from April 2026. The Council has received £227,277 allocated for:
 Kitchen caddies - £68,872
 Kerbside caddies - £158,405
- 4.2 Officers have obtained 2 other quotes to procure the caddies directly; the lowest of which was £182,350. The total cost procuring on bulk with the other East Lancashire authorities via the ESPO framework is £154,000 giving a saving of at least £28,350. Negotiations for bulk purchasing of caddy liners has resulted in a total cost of £15,750. This is for an initial supply

to be distributed with the caddy – research shows a significantly higher uptake with caddy liners. Further negotiations are ongoing with LCC re the funding of caddy liners on an ongoing basis.

- 4.3 In terms of caddy delivery, 2 caddies will need to be delivered to every residential property in Rossendale. This would create significant internal challenges if the Council tried to deliver utilising RBC staff. Initially officers would need to take delivery of 70,000 caddies – The Council does not have sufficient storage space for this volume so would need to rent warehouse space. In terms of delivery, the Council does not have sufficient staff to deliver this volume, whilst calendars are delivered via internal systems the weight and size of caddies would be prohibitive and the Council would need to employ agency staff. Bulk purchase negotiations utilising the ESPO framework has secured a discount of £27,800 by placing an order via the ESPO framework the Council can secure a delivery slot with a professional delivery company and this can be achieved within the new burdens budget window. The cost of delivery is £49,000.
- 4.4 The total cost of procuring and delivering caddies via ESPO is £218,750 against a new burdens funding window of £227,000
- 4.5 It is anticipated that this Council will enter into a separate call-off agreement under the agreed terms via the ESPO Framework. This is in full compliance of the Council's Contract Procedure Rules and Public Contract Regulations.

5. RISK

All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:

- Procuring caddies at an RBC Level – this is possible and would result in a greater choice (in terms of colour and design) but it would add significant additional costs
- Procuring caddies Collectively – this is the most cost effective and efficient method of procurement £154,000 giving a saving of at least £28,350
- Delivering caddies to households utilizing RBC staff – this is not practical, the Council does not have the warehouse space to store caddies on delivery, the logistical resource to process deliveries or the staff resource to deliver. Whilst officers could technically deliver, the additional costs would be prohibitive.
- Delaying the procurement of caddies – given the significant supply chain pressures this is not recommended and may result in us missing the mandated start date of 1st April 2026 for domestic food waste collections
- Not procuring caddies – this is not an option and central Government have mandated residential food waste collection from April 2026 and caddies are the only feasible collection option.

6. FINANCE

- 6.1 Corporate Management Team and Cabinet are required to approve all expenditure and procurements over £100k in line with the Council's Contract Procedure Rules. The council has already had receipt of New Burden's funding therefore there is no financial exposure to RBC of this transaction.

7. LEGAL

- 7.1 Corporate Management Team and Cabinet are required to approve all expenditure and procurements over £100k in line with the Council's Contract Procedure Rules. CMT has considered and approved the expenditure subject to Cabinet approval.

7.2 A call-off agreement will be entered into via the ESPO framework as part of a wider East Lancashire procurement. This is in line with the Council's Contract Procedure Rules.

8. POLICY AND EQUALITIES IMPLICATIONS

8.1 There are no policy or equality implications arising from this report.

9. REASON FOR DECISION

9.1 To procure food waste caddies, an initial supply of caddy liners and household delivery via the ESPO framework at a cost of £218,750 in readiness for the roll out of the Food Waste Collection Service.

No background papers