

ROSSENDALE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1st MARCH 2009 TO 30th JUNE 2009

The Forward Plan sets out the details of the key decisions which the Cabinet or Officers expect to take during the next four month period and beyond where possible. The Plan is updated every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined as one that either:

- a) is, in value worth more than £100,000, or
- b) has a **significant impact** because (for example) it either:
 - (i) affects individuals or organisations outside the Borough;
 - or
 - (ii) will have a long term (more than 5 years) or permanent effect on the council or the borough.

The current members of the Cabinet are:

Councillor Tony Swain	Leader of the Council
Councillor William Challinor	Deputy Leader and Portfolio Holder for Regeneration
Councillor Peter Steen	Portfolio Holder for Environmental Services
Councillor Brian Essex	Portfolio Holder for Finance and Resources
Councillor Janet Graham	Portfolio Holder for Communities and Neighbourhoods
Councillor Darryl Smith	Portfolio Holder for Customer Services
Councillor Jason Gledhill	Portfolio Holder for Leisure

The Council's Executive Directorate comprises of:

Chief Executive Directorate managed by Chief Executive – Carolyn Wilkins

- Finance and Property
- People and Policy (includes Policy & Performance, Communications, People and Organisational Development)

Place Directorate managed by Deputy Chief Executive – Helen Lockwood

- Regeneration (includes strategic housing)
- Street Scene
- Communities
- Customer Services and ICT
- Executive Office

Business Directorate managed by Executive Director Business – Linda Fisher

- Legal
- Committee and Member Services
- Elections
- Planning
- Land Charges
- Building Control
- Environmental Health including Licensing

Anyone wishing to make representations about any of the matters listed in the Forward Plan 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
- 5 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 One Stop Shop, Town Centre Offices, Lord Street, Rawtenstall, Rossendale, Lancashire, BB4 7LZ or accessed from the Council's website www.rossendale.gov.uk

- 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 or you may contact the Democratic Services Section on telephone number 01706 252422 or email democracy@rossendalebc.gov.uk for further details.

Details of the decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Expected Date of Decision	Proposed Consultees	Method(s) of Consultation	Documents to be considered by the decision taker	Representations may be made to the following officer
Leisure	Significant decision to be taken by Full Council (item was deferred by Cabinet on 21 st January for Full Council consideration)	Leisure	26 th February 2009	Leader, Portfolio Holder and Leisure Trust	Meetings	Leisure Report	Helen Lockwood, Deputy Chief Executive Tel: 01706 252428 email: helenlockwood@rossendalebc.gov.uk
Local Authority Business Growth Incentive	The Cabinet	Regeneration	February 2009	Leader of the Council, Portfolio Holder	Meetings	Report	Steve Jackson, Head of Regeneration, Tel: 01706 252401, e-mail: stephenjackson@rossendalebc.gov.uk
Joint Standards Committee for Rossendale, Burnley and Pendle	Cabinet recommendation to Full Council	Finance and Resources	February 2009	Burnley and Pendle Borough Councils	Meetings	Report	Heather Moore, Committee and Member Services Manager Tel: 01706 252423 Email: heathermoore@rossendalebc.gov.uk
Medium Term Financial Strategy	Cabinet recommendation to Full Council	Finance and Resources	February 2009	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk
Capital Programme (2009 – 12)	Cabinet recommendation to Full Council	Finance and Resources	February 2009	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk

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Revenue Budget and Council Tax Setting	Cabinet recommendation to Full Council	Finance and Resources	February 2009	Overview and Scrutiny Management Committee Public Consultation	Neighbourhood Forums Lancashire Local Partners Select Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk
Asset Disposals	Significant decision to be taken by Full Council (item was deferred by Cabinet on 21 st January)	Finance and Resources	February 2009	Portfolio Holder and Executive Team	Meetings and reports	Report	Phil Seddon Head of Finance Tel: 01706 252465 email: philseddon@rossendalebc.gov.uk
Enforcement Strategy	The Cabinet	Regeneration	February 2009	Policy Overview and Scrutiny All Council departments, Members	Policy Scrutiny Committee on 13 th January	Covering report with revised policy	Linda Fisher, Executive Director - Business Tel: 01706 252447 Email: lindafisher@rossendalebc.gov.uk
Approval of revised Environmental Strategy	The Cabinet	Environmental Services	February 2009	Environment Theme Group & other agencies	Meetings and mailshot	Report with attached strategy	Philip Mepham, Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk
Refresh of the Neighbourhood Forums	Cabinet recommendation to Full Council	Communities and Neighbourhoods	March 2009	Portfolio Holder, Neighbourhood Steering Group Rossendale Partnership Executive Key partners in the public, private, business and third sectors	Variety of methods including presentations to appropriate meetings and groups, public questionnaires	Report	Mike Riley Communities Manager 01706 252412 michaelriley@rossendalebc.gov.uk

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Discretionary Relief Policy	The Cabinet	Customer Services	March 2009	Portfolio Holder	Meetings	Report	Ian Walker, Service Assurance Officer Tel 252592 Email: ianwalker@rossendalebc.uk
Street Services Agreement	The Cabinet	Regeneration	March 2009	Lancashire County Council, Legal Team, Operations Team	Meetings and draft agreement	Report and agreement	Lucy Kershaw, Traffic and Parking Manager Tel: 01706 252531 Email: lucykershaw@rossendalebc.gov.uk
Air Quality Strategy	The Cabinet	Environmental Services	March 2009	Business, residents, agencies and other local organisations	Consultation Plan	Report and Strategy document	Philip Mepham, Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk
Biodiversity and Geodiversity Plan	The Cabinet	Environmental Services	March 2009	Members of LSP Environment Theme Group, Lancashire County Council, Lancashire Wildlife Trust, Lancashire RIGS group, United Utilities.	Direct discussion with all parties. During 2009/2010 consultation will be extended to include local community groups and individuals for expansion of the action plan in future years	One Cabinet report with two Action Plans, one for Biodiversity and one for Geodiversity	Philip Mepham, Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk
Health and Wellbeing Strategy	The Cabinet	Communities and Neighbourhoods	March 2009	Consultation event	Health Event	Draft Health & Wellbeing Strategy	Philip Mepham, Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk

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Conservation Strategy	The Cabinet	Regeneration	March 2009	The draft Conservation Strategy will be deposited for public consultation	Consultation will be in accordance with the Statement of Community Involvement	Conservation Strategy	Stephen Stray Planning Unit Manager Tel: 01706 252420 email: stephenstray@rosse-ndalebc.gov.uk
Re-use of Buildings in the Countryside Interim Policy	The Cabinet	Regeneration	March 2009	The draft Interim Policy will be deposited for public consultation	Consultation will be in accordance with the Statement of Community Involvement	Re-use of Buildings in the Countryside Interim Policy	Stephen Stray Planning Unit Manager Tel: 01706 252420 email: stephenstray@rosse-ndalebc.gov.uk
Hot Food Take-Away Interim Policy	The Cabinet	Regeneration	March 2009	The draft Interim Policy will be deposited for public consultation	Consultation will be in accordance with the Statement of Community Involvement	Hot Food Take-Away Interim Policy	Stephen Stray Planning Unit Manager Tel: 01706 252420 email: stephenstray@rosse-ndalebc.gov.uk
Updated Evidence Base for the Local Development Framework	The Cabinet	Regeneration	March 2009	Consultation with key stakeholders, Core Strategy Working Group, Overview and Scrutiny	Consultation will be in accordance with the Statement of Community Involvement	Employment Land Review. Retail & Town Centre Study; Strategic Housing Land Availability Assessment, Strategic Flood Risk Assessment.	Stephen Stray Planning Unit Manager Tel: 01706 252420 email: stephenstray@rosse-ndalebc.gov.uk

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Second Homes Income	The Cabinet	Communities and Neighbourhoods	March 2009	LSP Executive	Meetings	Report	Miladur Rahman, Community and Partnership Officer Tel: 01706 252413 Email: miladurahman@rossendalebc.gov.uk
Grants to Outside Bodies	The Cabinet	Communities and Neighbourhoods	March 2009	LSP Executive	Meetings	Report	Miladur Rahman, Community and Partnership Officer Tel: 01706 252413 Email: miladurahman@rossendalebc.gov.uk
Road Safety Strategy	The Cabinet	Communities and Neighbourhoods	March 2009	Members	Meetings	Report	Trish Ellins, Community Safety Manager Tel: 01706 252542 Email: trishellins@rossendalebc.gov.uk
Draft Pennine Lancashire Housing Strategy	The Cabinet	Regeneration	March 2009	Executive Management Team, Scrutiny Committee	Briefing Paper	Draft Pennine Lancashire Housing Strategy	Steve Jackson, Head of Regeneration, Tel: 01706 252401, e-mail: stephenjackson@rossendalebc.gov.uk
Community Fund for Rossendale	The Cabinet	Communities and Neighbourhoods	March 2009	Portfolio Holder	Meetings	Report	Carolyn Wilkins, Chief Executive Tel: 01706 252428 Email: carolynwilkins@rossendalebc.gov.uk

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Rossendale Markets	The Cabinet	Communities and Neighbourhoods	March 2009	Policy Overview and Scrutiny Market Traders	Meetings, briefing and report.	Report	Clare Angus and Catherine Taylor, Area Officers Tel: 01706 252540/ 252541 Email clareangus@rossendalebc.gov.uk catherinetaylor@rossendalebc.gov.uk
Housing Market Renewal Programme 2009 -2010	The Cabinet	Regeneration	March 2009	Ward Councillors for Irwell, Greensclough and Stacksteads Lancashire County Council (Highways), Elevate (letter, meetings, site visits) and consultation with affected residents by letter/door to door once approved	Meetings	Report	Steve Jackson, Head of Regeneration, Tel: 01706 252401, e-mail: stephenjackson@rossendalebc.gov.uk
Drinking Water Strategy	The Cabinet	Communities and Neighbourhoods	June 2009	Community and private water supply owners and consumers	Meetings and mailshot	Report with attached strategy	Philip Mepham Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk
Climate Change Action Plan	The Cabinet	Environmental Services	June 2009	Community, businesses	Neighbourhood Forums and mailshots.	Report with action plan	Philip Mepham Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk

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Approval of Food and Health Action Plan	The Cabinet	Communities and Neighbourhoods	June 2009	Rosendale Food Forum	Meeting	Report with Action Plan	Hayley Robinson-Mitchell Environmental Health Officer Tel: 01706 252562 Email: hayleymitchell@rossendalebc.gov.uk
Waste Management Health and Safety	The Cabinet	Environmental Services	June 2009	Ward Members, Residents. Lancashire County Council	Neighbourhood Forums, Area Teams	Report. Internal Health and Safety Audit, HSE Audit.	Jason Foster Operations Manager Tel: 01706 878660 jasonfoster@rossendalebc.gov.uk
Approval of the Pennine Lancashire Stock Condition Survey and Rossendale Stock Condition Survey	The Cabinet	Regeneration	June 2009	Executive Management Team, Scrutiny Committee PLLACE	Report	Pennine Lancashire Stock Condition Survey Rossendale Stock Condition Survey	Rebecca Lawlor Regeneration Delivery Manager Tel: 01706 252402 Email: rebeccalawlor@rossendalebc.gov.uk
Mortgage Rescue Scheme	The Cabinet	Regeneration	June 2009	Executive Management Team, Scrutiny Committee Cabinet	Report	Briefing paper and literature	Rebecca Lawlor Regeneration Delivery Manager Tel: 01706 252402 Email: rebeccalawlor@rossendalebc.gov.uk
Floods and Water Strategy	The Cabinet	Environmental Services/ Regeneration	June/July 2009	Many agencies and community	Meetings and targeted mailshot	Report with attached strategy	Philip Mepham Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rossendalebc.gov.uk

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Parking Strategy	The Cabinet	Regeneration	July 2009	Members Parking Group Lancashire County Council Neighbouring Authorities	Meetings, production of draft report for comment, publication of draft on internet	Final draft strategy with covering report	Lucy Kershaw, Traffic and Parking Manager Tel: 01706 252531 Email: lucykershaw@rosse-ndalebc.gov.uk
Approval of revised Contaminated Land Strategy	The Cabinet	Environmental Services	October 2009	Regeneration Dept Lancashire County Council	Postal consultation	Report with attached Strategy	Philip Mepham, Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rosse-ndalebc.gov.uk
Approval of the Allocation Development Plan Document (DPD) for consultation	Full Council	Regeneration	February 2010	The issues and options documents will be deposited for public consultation	Consultation will be in accordance with the Statement of Community Involvement	Allocation DPD	Stephen Stray Planning Unit Manager Tel: 01706252420 Email: stephenstray@rosse-ndalebc.gov.uk
Approval of the Core Strategy Publication Version for consultation	Cabinet recommendation to Full Council	Regeneration	October 2010 December 2010	The publication version document will be deposited for public consultation. Cabinet Policy Overview and Scrutiny	Consultation will be in accordance with the Statement of Community Involvement	Core Strategy DPD	Stephen Stray Planning Unit Manager Tel: 01706 252420 Email: stephenstray@rosse-ndalebc.gov.uk



Councillor Tony Swain
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