

## ROSSENDALE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1<sup>st</sup> JUNE 2009 TO 30<sup>th</sup> SEPTEMBER 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:

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

The Council's Executive Directorate comprises of:

***Chief Executive Directorate managed by Acting Chief Executive – Helen Lockwood***

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

***Place Directorate managed by Acting 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](http://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](http://www.rossendale.gov.uk) or you may contact the Democratic Services Section on telephone number 01706 252422 or email [democracy@rossendalebc.gov.uk](mailto: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
Development of the Corporate Plan 2009-12	Cabinet recommendation to Full Council	Finance and Resources	June 2009	Members LSP Executive	Member engagement meeting and report	Report	Emma Hussain, Principal Policy Officer Tel: 01706 252451 Email <a href="mailto:emmahussain@rosse.ndalebc.gov.uk">emmahussain@rosse.ndalebc.gov.uk</a>
Residual Highways Agreement - Street Services Agreement	The Cabinet	Regeneration	June 2009	Lancashire County Council, Legal Team, Operations Team	Meetings and draft agreement	Report and agreement	Jason Foster, Operations Manager Tel: 01706 878660 Email: <a href="mailto:jasonfoster@rossendalebc.gov.uk">jasonfoster@rossendalebc.gov.uk</a>
Hot Food Take-Aways Interim Policy	The Cabinet	Regeneration	June 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: <a href="mailto:stephenstray@rosse.ndalebc.gov.uk">stephenstray@rosse.ndalebc.gov.uk</a>
Climate Change Action Plan	The Cabinet	Environmental Services	June 2009	Community, businesses	Neighbourhood Forums and mailshots.	Report with action plan	Philip Mephram Environmental Health Manager Tel: 01706 252566 Email: <a href="mailto:philipmephram@rosse.ndalebc.gov.uk">philipmephram@rosse.ndalebc.gov.uk</a>
Operations Team Health and Safety Update	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 <a href="mailto:jasonfoster@rossendalebc.gov.uk">jasonfoster@rossendalebc.gov.uk</a>

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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: <a href="mailto:rebeccalawlor@rossendalebc.gov.uk">rebeccalawlor@rossendalebc.gov.uk</a>
Rossendale Against Recession Development of Multi Agency Action Plan incorporating Mortgage Rescue	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: <a href="mailto:rebeccalawlor@rossendalebc.gov.uk">rebeccalawlor@rossendalebc.gov.uk</a>
Car Parking	Cabinet	Regeneration	June 2009	Portfolio Holder, LCC	Meetings	Report	Steve Jackson, Head of Regeneration, 01706 252404, <a href="mailto:stephenjackson@rossendalebc.gov.uk">stephenjackson@rossendalebc.gov.uk</a>
Performance Reward Grant Protocol	The Cabinet	Communities & Neighbourhoods	June 2009	LSP Executive, LSP Theme Group Members, Small sub-group of LSP Executive	Meetings Report	Report	Mike Riley Communities Manager 01706 252412 <a href="mailto:michaelriley@rossendalebc.gov.uk">michaelriley@rossendalebc.gov.uk</a>
Neighbourhood Forums – Putting Communities First	Full Council	Communities and Neighbourhoods	July 2009	Portfolio Holder, Neighbourhood Steering Group  Rossendale Partnership Executive	Variety of methods including presentations to appropriate meetings and groups, public questionnaires	Report	Mike Riley Communities Manager 01706 252412 <a href="mailto:michaelriley@rossendalebc.gov.uk">michaelriley@rossendalebc.gov.uk</a>

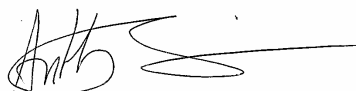
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				Key partners in the public, private, business and third sectors			
Rossendale Transport Limited	Full Council	Finance and Resources	July 2009	RTL Board , RTL Staff, Professional Advisors, Potential interested third parties, Regulatory authorities	Presentations / Direct dialogue  Confidential Information Memorandum  Submission of third party proposals for RBC's consideration	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a>
Re-use of Buildings in the Countryside Supplementary Planning Document (SPD)	The Cabinet	Regeneration	July 2009	The draft SPD 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: <a href="mailto:stephenstray@rossendalebc.gov.uk">stephenstray@rossendalebc.gov.uk</a>
Disposal of Vacant Property	The Cabinet	Finance and Resources	July 2009	Portfolio Holder, Executive Management Team	Meetings	Report	Mike Forster, Property Services Manager Tel: 01706 252442 Email: <a href="mailto:michaelforster@rossendalebc.gov.uk">michaelforster@rossendalebc.gov.uk</a>
Updated Evidence Base for the Local Development Framework	The Cabinet	Regeneration	July 2009	Consultation with key stakeholders, Core Strategy Working Group, Overview and Scrutiny. The studies will be proposed for adoption.	Consultation will be in accordance with the Statement of Community Involvement and relevant guidance.	Employment Land Review. Retail & Town Centre Study; and Strategic Flood Risk Assessment.	Stephen Stray Planning Unit Manager Tel: 01706 252420 email: <a href="mailto:stephenstray@rossendalebc.gov.uk">stephenstray@rossendalebc.gov.uk</a>
Community Fund	The Cabinet	Communities and	July 2009	Portfolio Holder	Meetings	Report	Phil Seddon, Head of

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for Rossendale		Neighbourhoods					Finance Tel: 01706252465 Email: <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a>
Approval of Food and Health Action Plan	The Cabinet	Communities and Neighbourhoods	July 2009	Rossendale Food Forum	Meeting	Report with Action Plan	Hayley Robinson-Mitchell Environmental Health Officer Tel: 01706 252562 Email: <a href="mailto:hayleymitchell@rossendalebc.gov.uk">hayleymitchell@rossendalebc.gov.uk</a>
Floods and Water Strategy	The Cabinet	Environmental Services/Regeneration	July 2009	Many agencies and community	Meetings and targeted mailshot	Report with attached strategy	Philip Mepham Environmental Health Manager Tel: 01706 252566 Email: <a href="mailto:philipmepham@rossendalebc.gov.uk">philipmepham@rossendalebc.gov.uk</a>
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: <a href="mailto:lucykershaw@rossendalebc.gov.uk">lucykershaw@rossendalebc.gov.uk</a>
Conservation Strategy	The Cabinet	Regeneration	September 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: <a href="mailto:stephenstray@rossendalebc.gov.uk">stephenstray@rossendalebc.gov.uk</a>

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Drinking Water Strategy	The Cabinet	Communities and Neighbourhoods	September 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: <a href="mailto:philipmepham@rosse-ndalebc.gov.uk">philipmepham@rosse-ndalebc.gov.uk</a>
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: <a href="mailto:philipmepham@rosse-ndalebc.gov.uk">philipmepham@rosse-ndalebc.gov.uk</a>
Priority Setting	Cabinet recommendation to Full Council	Leader of the Council	February 2010	Elected Members	Member Development Session	Report	Liz Murphy, Head of People and Policy Tel: 01706 252452 Email: <a href="mailto:lizmurphy@rossendalebc.gov.uk">lizmurphy@rossendalebc.gov.uk</a>
Medium Term Financial Strategy	Cabinet recommendation to Full Council	Finance and Resources	February 2010	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a>
Capital Programme	Cabinet recommendation to Full Council	Finance and Resources	February 2010	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a>
Revenue Budget and Council Tax Setting	Cabinet recommendation to Full Council	Finance and Resources	February 2010	Overview and Scrutiny Management Committee Public Consultation	Neighbourhood Forums Lancashire Local Partners Select Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a>



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Allocation of Performance Reward Grant	Cabinet recommendation to Full Council	Communities & Neighbourhoods	March 2010	LSP Executive, LSP Theme Group Members, Small sub-group of LSP Executive	Meeting Report	Report	Mike Riley Communities Manager 01706 252412 <a href="mailto:michaelriley@rossendalebc.gov.uk">michaelriley@rossendalebc.gov.uk</a>
Approval of the Core Strategy Publication Stage and Submission Version	Cabinet recommendation to Full Council	Regeneration	November 2009 February 2010	The Core Strategy will be published for final comments regarding only the soundness of the document.  The Core Strategy will then be submitted to SOS for examination and approval.  Cabinet  Policy Overview and Scrutiny	Publication and submission stages for the Core Strategy will be in accordance with the Statement of Community Involvement and the relevant Town and Country Planning Regulations.	Core Strategy DPD	Stephen Stray Planning Unit Manager Tel: 01706 252420 Email: <a href="mailto:stephenstray@rossendalebc.gov.uk">stephenstray@rossendalebc.gov.uk</a>
Approval of the Allocation Development Plan Document (DPD) for consultation	Cabinet recommendation to Full Council	Regeneration	June 2010	The issues and options documents will be deposited for public consultation	Consultation will be in accordance with the Statement of Community Involvement and the relevant Town and Country Planning Regulations.	Allocation DPD	Stephen Stray Planning Unit Manager Tel: 01706252420 Email: <a href="mailto:stephenstray@rossendalebc.gov.uk">stephenstray@rossendalebc.gov.uk</a>



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