

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 web site. All items will be for publication, unless otherwise stated.

Publication dates for 2013/2014 Municipal Year are as follows:

- 30th April 2013
- 7th August 2013
- 12th September 2013
- 17th October 2013
- 2nd January 2014
- 23rd January 2014

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.

Date Version Published: 29th May 2013

Responsible Section/Team	Committee and Member Services	Page	1 of 5
Responsible Author	Committee Officer	Version	Apr003
Date last amended	29/05/2013	Due for review	August 2013

Cabinet Membership

Councillor Alyson Barnes	Leader and Portfolio Holder for Communities and Partnerships
Councillor Sean Serridge	Deputy Leader and Portfolio Holder for Customers, Legal and Licensing
Councillor Andrew MacNae	Portfolio Holder for Regeneration, Tourism and Leisure
Councillor Patrick Marriott	Portfolio Holder for Finance and Resources
Councillor Helen Jackson	Portfolio Holder for Housing and Environmental Health
Councillor Christine Lamb	Portfolio Holder for Operational Services and Development Control

Council's Executive Directorate

The Council's Executive Directorate comprises of:

Chief Executive Directorate managed by Chief Executive – Helen Lockwood

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

Place Directorate managed by Director of Customers and Communities – Fiona Meechan

- Operations
- Communities
- Customer Services and ICT
- Executive Office

Business Directorate managed by Director of Business – Stuart Sugarman

- Regeneration (includes strategic housing)
- Legal
- Committee and Member Services
- Elections
- Planning
- Land Charges
- Building Control
- Environmental Health including Public Protection

Date Version Published: 29th May 2013

Responsible Section/Team	Committee and Member Services	Page	2 of 5
Responsible Author	Committee Officer	Version	Apr003
Date last amended	29/05/2013	Due for review	August 2013

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 http://www.rossendale.gov.uk/downloads/100004/council_and_democracy

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

Date Version Published: 29th May 2013

Responsible Section/Team	Committee and Member Services	Page	3 of 5
Responsible Author	Committee Officer	Version	Apr003
Date last amended	29/05/2013	Due for review	August 2013

Details of the decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Expected Date of Decision	Documents to be considered by the decision taker	Representations may be made to the following officer
Haslingden Swimming Pool	Corporate O&S Council	Regeneration, Tourism and Leisure	June 2013 July 2013	Report	Helen Lockwood, Chief Executive, 01706 252428, helenlockwood@rossendalebc.gov.uk
Medium Term Financial Strategy – Achieval of Budget Reductions	Cabinet	Finance and Resources	June 2013	Report	Helen Lockwood, Chief Executive, 01706 252428, helenlockwood@rossendalebc.gov.uk
Bacup Townscape Heritage Initiative – Approval of Stage 2 Bid	Cabinet Council	Regeneration, Tourism and Leisure	June 2013 July 2013	Report	Steve Jackson, Head of Health, Housing and Regeneration, 01706 252404, stephenjackson@rossendalebc.gov.uk
Valley of Stone Greenway	Cabinet	Operational Services and Development Control	June 2013	Report	Adrian Smith, Principal Planner – Forward Planning, 01706 252419, adriansmith@rossendalebc.gov.uk
Purchase/Lease Rental of Council Land (Confidential Item)	Council	Finance and Resources	July 2013	Report	Steve Jackson, Head of Health, Housing and Regeneration, 01706 252404, stephenjackson@rossendalebc.gov.uk

Date Version Published: 29th May 2013

Responsible Section/Team	Committee and Member Services	Page	4 of 5
Responsible Author	Committee Officer	Version	Apr003
Date last amended	29/05/2013	Due for review	August 2013

Details of the decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Expected Date of Decision	Documents to be considered by the decision taker	Representations may be made to the following officer
Treasury Matters (Confidential Item)	Council	Finance and Resources	July 2013	Report	Phil Seddon, Head of Finance, 01706 252465, philseddon@rossendalebc.gov.uk
Constitution Review	Council	Customers, Legal and Licensing	July 2013	Report	Carolyn Sharples, Committee and Member Services Manager, 01706 252422, carolynsharples@rossendalebc.gov.uk
Scout Moor Windfarm Extension	Council	Operational Services and Planning	July 2013	Report	Adrian Smith, Principal Planner – Forward Planning, 01706 252419, adriansmith@rossendalebc.gov.uk
2013/14 Revenue Budget and Council Tax Setting and the Medium Term Financial Strategy	Cabinet Council	Finance and Resources	February 2014 February 2014	Report	Phil Seddon, Head of Finance, 01706 252465, philseddon@rossendalebc.gov.uk
Treasury Management Strategy and Treasury Management Practices (Updates for 2014/15)	Council	Finance and Resources	February 2014	Report	Phil Seddon, Head of Finance, 01706 252465, philseddon@rossendalebc.gov.uk
Capital Resources 2013-2016 and Capital Programme 2014/15	Council	Finance and Resources	February 2014	Report	Phil Seddon, Head of Finance, 01706 252465, philseddon@rossendalebc.gov.uk

Date Version Published: 29th May 2013

Responsible Section/Team	Committee and Member Services	Page	5 of 5
Responsible Author	Committee Officer	Version	Apr003
Date last amended	29/05/2013	Due for review	August 2013