ROSSENDALE BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1st DECEMBER 2006 TO 31st MARCH 2007

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. 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 Duncan Ruddick**
Leader of the Council
*Specific responsibility for legal issues facing the Council, Constitutional issues, coordinating the activities of the various portfolio holders and Chairing the Cabinet.*

**Councillor William Challinor**
Deputy Leader and Portfolio Holder for Regeneration
*The portfolio covers the Spatial Development and Economic Regeneration and Strategic Housing Service Units.*

**Councillor Judith Driver**
Portfolio Holder for Street Scene and Liveability
*The portfolio covers the Street Scene and Liveability Service Unit.*

**Councillor Brian Essex**
Portfolio Holder for Policy and Performance
*The portfolio covers the Policy and Change Management Service Unit.*

Publication Date: 14th November 2006
Councillor Janet Farquharson  
Portfolio Holder for Customer Services  
*The portfolio covers the Customer Services and e-Government Service Unit.*

Councillor Janet Graham  
Portfolio Holder for Human Resources and Member Development  
*The portfolio covers the Human Resources Service Unit and the Democratic Services function.*

Councillor Michael Ormerod  
Portfolio Holder for Finance and Risk Management  
*The portfolio covers the Financial Services Service Unit, the Legal and Property Services functions, which on a temporary basis also includes licensing.*

Councillor Darryl Smith  
Portfolio Holder for Community and Partnerships  
*The portfolio covers the Community and Partnerships Service Unit.*

Role descriptions for each Portfolio Holder are available to download

The Council’s Management Team comprises:

- Carolyn Wilkins  
  Chief Executive
- Helen Lockwood  
  Deputy Chief Executive
- George Graham  
  Executive Director of Resources
- Linda Fisher  
  Head of Legal and Democratic Services
- Phil Seddon  
  Head of Financial Services
- Liz Murphy  
  Head of Human Resources
- Carole Todd  
  Head of Street Scene and Liveability
- Ilona Snow-Miller  
  Head of Community and Partnerships
- Lesley Noble  
  Head of Policy and Change Management
- Jon Sharples  
  Head of Economic Regeneration and Strategic Housing
- Andrew Buckle  
  Interim Head of Customer Services and E-Government

Anyone wishing to make representations about any of the matters listed below 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 252423 or email Heather Moore, Committee Services Manager at heathermoore@rossendalebc.gov.uk for further details.
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<tr>
<th>Details of the decision to be taken</th>
<th>Decision to be taken by</th>
<th>Relevant Portfolio Holder</th>
<th>Expected Date of Decision</th>
<th>Proposed Consultees</th>
<th>Method(s) of Consultation</th>
<th>Documents to be considered by the decision taker</th>
<th>Representations may be made to the following officer</th>
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<tr>
<td>Commitment to Community Cohesion Statement of Intent</td>
<td>Cabinet</td>
<td>Portfolio Holder for Community and Partnerships</td>
<td>December</td>
<td>Community Cohesion Working group, Heads of service</td>
<td>Meetings</td>
<td>Report</td>
<td>Ilona Snow Miller, Head of Community and Partnerships Tel: 01706 252412 Email: <a href="mailto:ilonasnow-miller@rossendalebc.gov.uk">ilonasnow-miller@rossendalebc.gov.uk</a></td>
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<tr>
<td>Housing Position Statement</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>November 2006 rescheduled to December 2006</td>
<td>Public Consultation</td>
<td>Website, Letters, One Stop Shop, Libraries</td>
<td>Report</td>
<td>Anne Storah Senior Planning Officer Tel: 01706 252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Local Development Scheme</td>
<td>Cabinet recommendation to Full Council</td>
<td>Portfolio Holder for Regeneration</td>
<td>November 2006 rescheduled to December 2006</td>
<td>Senior Management Team</td>
<td>Meetings</td>
<td>Report</td>
<td>Anne Storah Senior Planning Officer Tel: 01706 252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></td>
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<tr>
<td>Employment Land Study</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>November 2006 rescheduled to December 2006</td>
<td>Lancashire County Development s Ltd</td>
<td>Meetings</td>
<td>Report</td>
<td>Anne Storah Senior Planning Officer Tel: 01706252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Asset Management Plan</td>
<td>Cabinet recommendation to Full Council</td>
<td>Portfolio Holder for Finance and Risk Management</td>
<td>November 2006 rescheduled to December 2006</td>
<td>Overview &amp; Scrutiny, Rossendale Leisure Trust, Government Office North West</td>
<td>Meetings</td>
<td>Report, Draft Asset Management Plan</td>
<td>Phil Seddon, Head of Financial Services, Tel: 01706 252465 Email <a href="mailto:philseddon@rossendalebc.gov.uk">philseddon@rossendalebc.gov.uk</a></td>
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<th>Portfolio</th>
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<td>Land at Eastgate Whitworth adjoining 126 and 128 Westgate</td>
<td>The Cabinet</td>
<td>November 2006 rescheduled to December</td>
<td>Consultation already undertaken with owners/occupiers of 126 and 128 Westgate Heads of Service Councillors</td>
<td>Local paper</td>
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<td></td>
<td></td>
<td></td>
<td>Previous Council resolutions to dispose of land on terms to be agreed. October 1996 – minute 557 February 1997 – Minute 1027</td>
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<tr>
<td>Enforcement Strategy</td>
<td>The Cabinet</td>
<td>December 2006</td>
<td>Overview and Scrutiny</td>
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<td>Report and Strategy</td>
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<td>Older Peoples’ Strategy</td>
<td>The Cabinet</td>
<td>December 2006</td>
<td>Elected Members, Community Network, Age Concern, Management Team</td>
<td>Letters and Email</td>
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<td>Validation Interim Policy</td>
<td>The Cabinet</td>
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<td>Developers Forum</td>
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<td>Report</td>
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<td>Former Whitworth Neighbourhood Office</td>
<td>The Cabinet</td>
<td>November 2006 rescheduled to December 2006</td>
<td>Property offered for sale on open market by way of sealed tender bid</td>
<td>Local paper/Manchester Evening News/Council’s Web Site and signs erected on each of the buildings</td>
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<td>Report</td>
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**Local paper**

**Carole Todd**, Head of Street Scene and Liveability 01706 252555 Email: [caroletodd@rossendalebc.gov.uk](mailto:caroletodd@rossendalebc.gov.uk)

**Ilona Snow Miller**, Head of Community and Partnerships Tel: 01706 252412 Email: [ilonasnow-miller@rossendalebc.gov.uk](mailto:ilonasnow-miller@rossendalebc.gov.uk)

**Linda Fisher**, Acting Head of Planning Tel: 01706 252447 Email: [lindafisher@rossendalebc.gov.uk](mailto:lindafisher@rossendalebc.gov.uk)

**Michael Forster**, Property Services Manager Tel: 01706 252442 Email: [michaelforster@rossendalebc.gov.uk](mailto:michaelforster@rossendalebc.gov.uk)
<p>| Affordable Housing Strategy | The Cabinet | Portfolio Holder for Regeneration | December 2006 | All RSL’s, all private developers, NHBF, Housing Corp, all officers, LSP, LSP Hsg Theme Group | E-mail strategy to consultees that have expressed prior interest in strategy. Website, meetings | Report &amp; Strategy | Gary Parsons, Housing Research &amp; Strategy Officer Tel: 01706252402 E-mail: <a href="mailto:garyparsons@rossendalebc.gov.uk">garyparsons@rossendalebc.gov.uk</a> |
| Statement of Community Involvement | The Cabinet | Portfolio Holder for Regeneration | December 2006 | Consultees identified in Forward Planning consultation database and in accordance with PPS12 and regulatory requirements | Website, circulated to consultees that have expressed prior interest in document, statutory consultees | Website and report | Anne Storah Senior Planning Officer Tel: 01706 252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a> |
| Disability Equality Scheme | The Cabinet | Portfolio Holder for Human Resources and Member Development | January 2007 | Community and Trade Union | Meetings | Report | Liz Murphy, Head of Human Resources Tel: 01706 252452 Email: <a href="mailto:lizmurphy@rossendalebc.gov.uk">lizmurphy@rossendalebc.gov.uk</a> |
| Submission of Core Strategy | Full Council | Portfolio Holder for Regeneration | January 2007 | Consultees identified in Forward Planning consultation database and in accordance with PPS12 and regulatory requirements. | Consultation in accordance with Regulations 27 &amp; 28 of the TCPA (Local Development) (England) Regulations 2004 for the submission of the document to the Secretary of State and examination by Planning Inspectorate. | Core Strategy, Final Sustainability Appraisal and Statement of Communication | Anne Storah Senior Planning Officer Tel: 01706252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a> |</p>
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<th>Submission of Rawtenstall Area Action Plan (AAP)</th>
<th>Full Council</th>
<th>Portfolio Holder for Regeneration</th>
<th>January 2007</th>
<th>Consultees identified in Forward Planning consultation database and in accordance with PPS12 and regulatory requirements.</th>
<th>Consultation in accordance with Regulations 27 &amp; 28 of the TCPA (Local Development) (England) Regulations 2004 for the submission of the document to the Secretary of State and examination by Planning Inspectorate.</th>
<th>Rawtenstall AAP, Final Sustainability Appraisal and Statement of Communication.</th>
<th>Anne Storah Senior Planning Officer Tel: 01706252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></th>
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<tr>
<td>Reward Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Human Resources and Member Development</td>
<td>January 2007</td>
<td>Trade Unions, employees and Management Team</td>
<td>Meetings</td>
<td>Report</td>
<td>Liz Murphy, Head of Human Resources Tel: 01706 252452 Email: <a href="mailto:lizmurphy@rossendalebc.gov.uk">lizmurphy@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Approval of the Allocation Development Plan Document (DPD) for consultation</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>February 2007</td>
<td>The issues and options documents will be deposited for public consultation</td>
<td>Consultation in accordance with Regulation 25 of the TCPA (Local Development) (England) Regulations 2004. Consultation will also be in accordance with the 2nd Draft Statement of Community Involvement</td>
<td>Allocation DPD</td>
<td>Anne Storah Senior Planning Officer Tel: 01706252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Play Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Street Scene and Liveability</td>
<td>February 2007</td>
<td>Public Consultation</td>
<td>Meetings</td>
<td>Report and Strategy</td>
<td>Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: <a href="mailto:caroletodd@rossendalebc.gov.uk">caroletodd@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Approval of the Proposals Map for consultation</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>February 2007</td>
<td>The issues and Options documents will be deposited for public consultation</td>
<td>Consultation in accordance with Regulation 25 of the TCPA (Local Development) (England) Regulations 2004. Consultation will also be in accordance with the 2nd Draft Statement of Community Involvement</td>
<td>Proposals Map</td>
<td>Anne Storah Senior Planning Officer Tel: 01706 252418 Email: <a href="mailto:annestorah@rossendalebc.gov.uk">annestorah@rossendalebc.gov.uk</a></td>
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<tr>
<td>Open Spaces Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Street Scene and Liveability</td>
<td>February 2007</td>
<td>Public Consultation</td>
<td>Meetings Website One Stop Shop</td>
<td>Report and Strategy</td>
<td>Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: <a href="mailto:caroletodd@rossendalebc.gov.uk">caroletodd@rossendalebc.gov.uk</a></td>
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<td>Smoke Free Rossendale</td>
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<td>Portfolio Holder for Streetscene and Liveability</td>
<td>February 2007</td>
<td>Public Consultation</td>
<td>Meetings Website</td>
<td>Report</td>
<td>Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: <a href="mailto:caroletodd@rossendalebc.gov.uk">caroletodd@rossendalebc.gov.uk</a></td>
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<tr>
<td>To approve the 'preferred option' report for the Bacup, Stacksteads &amp; Britannia Area Action Plan (AAP)</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>March 2007</td>
<td>The Preferred option documents will be deposited for public consultation</td>
<td>Consultation in accordance with Regulations 27 &amp; 28 of the TCPA (Local Development) (England) Regulations 2004. Various methods will be used in accordance with the Statement of Community Involvement.</td>
<td>Bacup, Stacksteads &amp; Britannia Preferred Option Report and Sustainability Appraisal</td>
<td>Steve Jackson Housing Market Renewal Manager Tel: 01706 252401 Email: <a href="mailto:stephenjackson@rossendalebc.gov.uk">stephenjackson@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Strategic Review of Leisure</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Community and Partnerships</td>
<td>March 2007</td>
<td>Community, Elected Members, Trustees of Rossendale Leisure Trust</td>
<td>Meetings</td>
<td>Report</td>
<td>Ilona Snow Miller, Head of Community and Partnerships Tel: 01706 252412 Email: <a href="mailto:ilonasnow-miller@rossendalebc.gov.uk">ilonasnow-miller@rossendalebc.gov.uk</a></td>
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<tr>
<td>Environment Strategy</td>
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<td>Portfolio Holder for Streetscene and Liveability</td>
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<td>Report and Strategy</td>
<td>Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: <a href="mailto:caroletodd@rossendalebc.gov.uk">caroletodd@rossendalebc.gov.uk</a></td>
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Duncan Ruddick
Leader of the Council

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