ROSSENDALE BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1\textsuperscript{st} JANUARY 2007 TO 30\textsuperscript{th} APRIL 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:

\begin{itemize}
  \item \textbf{Councillor Duncan Ruddick} Leader of the Council  
  \textit{Specific responsibility for legal issues facing the Council, Constitutional issues, coordinating the activities of the various portfolio holders and Chairing the Cabinet.}
  
  \item \textbf{Councillor William Challinor} Deputy Leader and Portfolio Holder for Regeneration  
  \textit{The portfolio covers the Spatial Development and Economic Regeneration and Strategic Housing Service Units.}
  
  \item \textbf{Councillor Judith Driver} Portfolio Holder for Street Scene and Liveability  
  \textit{The portfolio covers the Street Scene and Liveability Service Unit.}
  
  \item \textbf{Councillor Brian Essex} Portfolio Holder for Policy and Performance  
  \textit{The portfolio covers the Policy and Change Management Service Unit.}
\end{itemize}

Publication Date: 14\textsuperscript{th} December 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 Planning, 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.
<table>
<thead>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>Data Quality Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Policy and Performance</td>
<td>January 2007</td>
<td>O&amp;S Audit Task Group</td>
<td>Meetings</td>
<td>Report</td>
<td>Lesley Noble, Head of Policy and Change Management Tel: 01706 252414 Email: <a href="mailto:lesleynoble@rossendalebc.gov.uk">lesleynoble@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Affordable Housing Policy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>January 2007</td>
<td>Cabinet Member Developers Forum</td>
<td>Meetings</td>
<td>Report</td>
<td>Linda Fisher, Head of Planning, Legal and Democratic Services Tel: 01706 252447 Email: <a href="mailto:lindafisher@rossendalebc.gov.uk">lindafisher@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Neighbourhood Management</td>
<td>Cabinet</td>
<td>Portfolio Holder for Community and Partnerships</td>
<td>January 2007</td>
<td>Overview and Scrutiny, LSP</td>
<td>Meetings</td>
<td>Report</td>
<td>Carolyn Wilkins, Chief Executive Tel: 01706 252428 Email: <a href="mailto:carolynwilkins@rossendalebc.gov.uk">carolynwilkins@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Corporate Priorities</td>
<td>Cabinet</td>
<td>Leader of the Council</td>
<td>January 2007</td>
<td>Partners, Overview and Scrutiny</td>
<td>Meetings</td>
<td>Report</td>
<td>George Graham, Executive Director of Resources Tel: 01706 252428 Email: <a href="mailto:georgegraham@rossendalebc.gov.uk">georgegraham@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Interim Housing Supply</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>January 2007</td>
<td>Developers Forum</td>
<td>Website, Letters, One Stop Shop, Libraries</td>
<td>Report</td>
<td>Linda Fisher, Head of Planning, Legal and Democratic Services Tel: 01706 252447 Email: <a href="mailto:lindafisher@rossendalebc.gov.uk">lindafisher@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>January 2007</td>
<td>Senior Management Team</td>
<td>Meetings</td>
<td>Report</td>
<td></td>
</tr>
<tr>
<td>--------------------------</td>
<td>----------------------------------------</td>
<td>----------------------------------</td>
<td>--------------</td>
<td>------------------------</td>
<td>---------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td>Employment Land Study</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>January 2007</td>
<td>Lancashire County Development s Ltd</td>
<td>Meetings</td>
<td>Report</td>
<td></td>
</tr>
<tr>
<td>Land at Eastgate Whitworth adjoining 126 and 128 Westgate Application (plr 1143) to purchase the land</td>
<td>The Cabinet</td>
<td>Portfolio Finance and Risk Management</td>
<td>January 2007</td>
<td>Consultation already undertaken with owners/occupiers of 126 and 128 Westgate Heads of Service Councillors</td>
<td>Local paper</td>
<td>Previous Council resolutions to dispose of land on terms to be agreed. October 1996 – minute 557 February 1997 – Minute 1027</td>
<td></td>
</tr>
<tr>
<td>Enforcement Policy (including Planning Enforcement)</td>
<td>The Cabinet</td>
<td>Portfolio Holders for Regeneration and Street Scene and Liveability</td>
<td>January 2007</td>
<td>Development Control and Overview and Scrutiny</td>
<td>Meetings</td>
<td>Report</td>
<td></td>
</tr>
</tbody>
</table>

**Local Development Scheme**
- Cabinet recommendation to Full Council
- Portfolio Holder for Regeneration
- January 2007
- Senior Management Team
- Meetings
- Report

**Employment Land Study**
- The Cabinet
- Portfolio Holder for Regeneration
- January 2007
- Lancashire County Development s Ltd
- Meetings
- Report

**Asset Management Plan**
- Cabinet recommendation to Full Council
- Portfolio Holder for Finance and Risk Management
- January 2007
- Overview & Scrutiny, Rossendale Leisure Trust, Government Office North West
- Meetings
- Report, Draft Asset Management Plan

**Land at Eastgate Whitworth adjoining 126 and 128 Westgate Application (plr 1143) to purchase the land**
- The Cabinet
- Portfolio Finance and Risk Management
- January 2007
- Consultation already undertaken with owners/occupiers of 126 and 128 Westgate Heads of Service Councillors
- Local paper
- Previous Council resolutions to dispose of land on terms to be agreed. October 1996 – minute 557 February 1997 – Minute 1027

**Enforcement Policy (including Planning Enforcement)**
- The Cabinet
- Portfolio Holders for Regeneration and Street Scene and Liveability
- January 2007
- Development Control and Overview and Scrutiny
- Meetings
- Report

Publication Date: 14th December 2006

---

Anne Storah Senior Planning Officer Tel: 01706 252418 Email: annestorah@rossendalebc.gov.uk

Anne Storah Senior Planning Officer Tel: 01706252418 Email: annestorah@rossendalebc.gov.uk

Phil Seddon, Head of Financial Services, Tel: 01706 252465 Email philiseddon@rossendalebc.gov.uk

Michael Forster, Property Services Manager Tel: 01706 252442 Email: michaelforster@rossendalebc.gov.uk

Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: caroletodd@rossendalebc.gov.uk

Linda Fisher, Acting Head of Planning Tel: 01706 252447 Email: lindafisher@rossendalebc.gov.uk
<table>
<thead>
<tr>
<th>Description</th>
<th>Portfolio/Officer Details</th>
<th>Consultees/Process</th>
<th>Approvals/Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Former Whitworth Neighbourhood Office</td>
<td>The Cabinet, Portfolio Holder for Finance and Risk Management</td>
<td>Local paper/Manchester Evening News/Council’s Web Site and signs erected on each of the buildings</td>
<td>Michael Forster, Property Services Manager Tel: 01706 252442 Email: <a href="mailto:michaelforster@rossendalebc.gov.uk">michaelforster@rossendalebc.gov.uk</a></td>
</tr>
<tr>
<td>Disability Equality Scheme</td>
<td>The Cabinet, Portfolio Holder for Human Resources and Member Development</td>
<td>Community and Trade Union Meetings</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>Submission of Core Strategy</td>
<td>Full Council, Portfolio Holder for Regeneration</td>
<td>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.</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>Submission of Rawtenstall Area Action Plan (AAP)</td>
<td>Full Council, Portfolio Holder for Regeneration</td>
<td>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.</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>Reward Strategy</td>
<td>The Cabinet, Portfolio Holder for Human Resources and Member Development</td>
<td>Trade Unions, employees and Management Team Meetings</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>Statement of Community Involvement</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Regeneration</td>
<td>February 2007</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-------------</td>
<td>-----------------------------------</td>
<td>---------------</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>
</tr>
<tr>
<td>Play Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Street Scene and Liveability</td>
<td>February 2007</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>
</tr>
<tr>
<td>Open Spaces Strategy</td>
<td>The Cabinet</td>
<td>Portfolio Holder for Street Scene and Liveability</td>
<td>February 2007</td>
</tr>
<tr>
<td>Topic</td>
<td>Cabinet Holder</td>
<td>Date</td>
<td>Public Consultation Details</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>-----------------------------------------</td>
<td>-------------</td>
<td>----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Smoke Free Rossendale</td>
<td>The Cabinet Portfolio Holder for Streetscene and Liveability</td>
<td>February 2007</td>
<td>Meetings Website</td>
</tr>
<tr>
<td>To approve the 'preferred option' report for the Bacup, Stacksteads &amp; Britannia Area Action Plan (AAP)</td>
<td>The Cabinet Portfolio Holder for Regeneration</td>
<td>March 2007</td>
<td>The Preferred option documents will be deposited for public consultation 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>
</tr>
<tr>
<td>Strategic Review of Leisure</td>
<td>The Cabinet Portfolio Holder for Community and Partnerships</td>
<td>March 2007</td>
<td>Community, Elected Members, Trustees of Rossendale Leisure Trust Meetings</td>
</tr>
<tr>
<td>Environment Strategy</td>
<td>The Cabinet Portfolio Holder for Streetscene and Liveability</td>
<td>March 2007</td>
<td>Public Consultation Meetings Website</td>
</tr>
</tbody>
</table>

Duncan Ruddick
Leader of the Council