

ROSSENDALE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1st DECEMBER 2007 TO 31st MARCH 2008

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 Duncan Ruddick	Leader of the Council
Councillor William Challinor	Deputy Leader and Portfolio Holder for Regenerating and Promoting Rossendale
Councillor Judith Driver	Portfolio Holder for a Clean and Green Rossendale
Councillor Brian Essex	Portfolio Holder for a Well Managed Council
Councillor Janet Graham	Portfolio Holder for Health and Wellbeing
Councillor Alison Tickner	Portfolio Holder for Quality Services for Customers

The Council's Management Team comprises:

Carolyn Wilkins	Chief Executive
Helen Lockwood	Deputy Chief Executive
George Graham	Executive Director of Resources
Linda Fisher	Executive Director of Regulatory Services
Andrew Buckle	Head of Customer Services and E-Government
Phil Seddon	Head of Finance
Liz Murphy	Head of People and Organisational Development
Lesley Noble	Head of Policy and Performance
Jon Sharples	Head of Regeneration
Carole Todd	Head of Street Scene and Neighbourhood Services

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 and Member Services Manager at heathermoore@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
Licensing Act 2003 – Updated Statement of Policy 2008/2011	The Cabinet	Well Managed Council	December 2007	Other Local Authorities, Police	Website	Report	Tracy Brzozowski, Licensing Manager Tel: 01706 238602 Email: tracybrzozowski@rosendalebc.gov.uk
Review of Planning Code of Conduct	Full Council	Regenerating and Promoting Rossendale	December 2007	Development Control Committee	Meetings	Report	Linda Fisher, Executive Director of Regulatory Services. Tel: 01706 252447 Email: lindafisher@rossendalebc.gov.uk
Sustainable Community Strategy	The Cabinet	Health and Wellbeing	December 2007	Portfolio Holder	Report	Report	Community and Partnerships Officer Tel: 01706 252412
Interim Housing Position Statement	Full Council	Bill Challinor	December 2007	Members Policy Scrutiny Committee	Briefing	Report plus interim policy appendices	Stephen Stray Senior Planning Officer – Forward Planning Tel: 01706252410 Email: stephenstray@rosendalebc.gov.uk
Approval of an Environment Policy	The Cabinet	A Clean and Green Rossendale	December 2007	Members and staff	Staff meetings and consultation	Report	Philip Mepham, Interim Manager, Environmental Health Tel: 01706 252566 Email: philipmepham@rosendalebc.gov.uk

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Enforcement Policy - Adoption of final Policy following consultation	The Cabinet	Regenerating and Promoting Rossendale and a Clean and Green Rossendale	January 2008	Development Control and Overview and Scrutiny Task and Finish Group	Meetings	Report	Carole Todd, Head of Street Scene and Liveability 01706 252555 Email: caroletodd@rossendalebc.gov.uk Linda Fisher, Executive Director of Regulatory Services Tel: 01706 252447 Email: lindafisher@rossendalebc.gov.uk
Submission of Core Strategy	Full Council	Regenerating and Promoting Rossendale	January 2008	Consultees identified in Forward Planning consultation database and in accordance with PPS12 and regulatory requirements. Verbal report to Policy Scrutiny in November 2007.	Consultation in accordance with Regulations 27& 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.	Stephen Stray Senior Planning Officer – Forward Planning Tel: 01706252410 Email: stephenstray@rossendalebc.gov.uk
Policy for amended drawings submitted during the planning process (Validation Policy)	The Cabinet	Regenerating and Promoting Rossendale	January 2008	Development Control Committee	Meetings	Report	Linda Fisher, Executive Director of Regulatory Services Tel: 01706 252447 Email: lindafisher@rossendalebc.gov.uk

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Local Housing Allowance (LHA) Safeguarding Policy	The Cabinet	Quality Services to customers	January 2008	Citizens Advice Bureau Welfare Rights	Meetings	Policy	Anita Hall, Service Assurance Manager Tel: 01706 252587 Email: anitahall@rossendalebc.gov.uk
Capital Programme (2008 – 11)	The Cabinet Full Council	A Well Managed Council	February 2008	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk
Medium Term Financial Strategy	The Cabinet Full Council	A Well Managed Council	February 2008	Public & local businesses	Neighbourhood Forums Local Businesses	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk
Housing and Council Tax Benefit Take Up Strategy	The Cabinet	Quality Services to Customers	February 2008	Equalities Implementation Group Members of the Public CAB Welfare Rights	Meetings Website	Strategy	Anita Hall, Service Assurance Manager Tel: 01706 252587 Email: anitattensor@rossendalebc.gov.uk
Open Space and Play Equipment Supplementary Planning Document (part of Local Development Framework)	The Cabinet Full Council	Regenerating and Promoting Rossendale	February 2008	Members	Cabinet briefing	Report and study	Stephen Stray Senior Planning Officer – Forward Planning Tel: 01706252410 Email: stephenstray@rossendalebc.gov.uk

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Policy on Alterations and Extensions to Residential Properties (part of Local Development Framework)	The Cabinet Full Council	Regenerating and Promoting Rossendale	February 2008	Members	Cabinet briefing	Report and draft policy appended	Stephen Stray Senior Planning Officer – Forward Planning Tel: 01706252410 Email: stephenstray@rosseendalebc.gov.uk
Revenue Budget and Council Tax Setting	The Cabinet Full Council	Well Managed Council	February 2008	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
Economic Strategy	The Cabinet	Regenerating and Promoting Rossendale	March 2008	Rossendale Regeneration Board Other internal departments and services Other external stakeholders Wider community consultation	Variety of methods including presentations to appropriate meetings and groups, publication of draft with appropriate questionnaire, publication of draft on Internet.	Final draft strategy with covering report.	Sarah Dunn Economic Regeneration Manager 01706 252421 sarahdunn@rossendalebc.gov.uk
Core Strategy Preferred Options	Full Council	Regenerating and Promoting Rossendale	March 2008	Members	Briefing	Report plus Core Strategy	Stephen Stray Senior Planning Officer – Forward Planning Tel: 01706252410 Email: stephenstray@rosseendalebc.gov.uk

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Rossendale Supported Housing Strategy	The Cabinet	Regenerating and Promoting Rossendale	March 2008	Stakeholders, providers, partners, public	Draft Report and meetings, advertising through website and press.	Report	Steve Jackson, Housing Market Restructuring Manager, Tel: 01706 252401, e-mail: stephenjackson@rossendalebc.gov.uk no later than 1 st October 2007.
Approval of the Allocation Development Plan Document (DPD) for consultation	Full Council	Regenerating and Promoting Rossendale	November 2008	The issues and options documents will be deposited for public consultation	Consultation in accordance with Regulation 25 of the TCPA (Local Development) (England) Regulations 2004. Consultation will also be in accordance with the 2 nd Draft Statement of Community Involvement	Allocation DPD	Stephen Stray Senior Planning Officer Tel: 01706252410 Email: stephenstray@rossendalebc.gov.uk
Approval of the Proposals Map for consultation	Full Council	Regenerating and Promoting Rossendale	November 2008	The issues and Options documents will be deposited for public consultation	Consultation in accordance with Regulation 25 of the TCPA (Local Development) (England) Regulations 2004. Consultation will also be in accordance with the 2 nd Draft Statement of Community Involvement	Proposals Map	Stephen Stray, Senior Planning Officer Tel: 01706 252410 Email: stephenstray@rossendalebc.gov.uk



Duncan Ruddick
Leader of the Council