

ROSSENDALE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1st AUGUST 2009 TO 30th NOVEMBER 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:

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

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 Chief Executive – Helen Lockwood

- Regeneration (includes strategic housing)
- Street Scene
- Communities
- Customer Services and ICT
- Executive Office

Business Directorate managed by Chief Executive – Helen Lockwood

- 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

- 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 252422 or email 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
Re-use of Buildings in the Countryside Supplementary Planning Document (SPD)	Cabinet recommendation to Full Council	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: stephenstray@rosseendalebc.gov.uk
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: michaelforster@rossendalebc.gov.uk
Updated Evidence Base for the Local Development Framework (including Final Draft of Retail Study)	Cabinet recommendation to Full Council	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: stephenstray@rosseendalebc.gov.uk
Community Fund for Rossendale	The Cabinet	Communities and Neighbourhoods	July 2009	Portfolio Holder	Meetings	Report	Phil Seddon, Head of Finance Tel: 01706252465 Email: philseddon@rossendalebc.gov.uk
Approval of Council Policy on Green Energy Applications on Council-owned Land	The Cabinet	Finance and Resources	August 2009	Portfolio Holder Executive Directors Head of Finance	Email	Report	Mike Forster, Property Services Manager Tel: 01706 252442 Email: michaelforster@rossendalebc.gov.uk

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Development of the Corporate Plan 2009-12	Cabinet recommendation to Full Council	Finance and Resources	August 2009	Members LSP Executive	Member engagement meeting and report	Report	Emma Hussain, Principal Policy Officer Tel: 01706 252451 Email emmahussain@rosse-ndalebc.gov.uk
Core Strategy	Cabinet recommendation to Full Council	Regeneration	August 2009	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	Caroline Ridge, Assistant Planner - Forward Planning Tel: 01706 252418 Email: carolineridge@rosse-ndalebc.gov.uk
Approval of the Pennine Lancashire Stock Condition Survey and Rossendale Stock Condition Survey	The Cabinet	Regeneration	August 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: rebeccalawlor@rosse-ndalebc.gov.uk

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Rossendale Transport Limited	Full Council	Finance and Resources	September 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: philseddon@rossendalebc.gov.uk
Organisational Revision: Executive Management Team	The Cabinet	Leader of the Council	September 2009	Meetings with staff and trade unions, consideration of reports by members	Meetings	Report	Helen Lockwood, Chief Executive Tel: 01706 252428 Email: helenlockwood@rossendalebc.gov.uk
Rossendale's Response to the Mineral Waste Policy	The Cabinet	Environment	September 2009	Policy Overview and Scrutiny Cabinet	Meetings	Report	Jason Foster, Head of Operations, Tel: 01706 878660, Email: jasonfoster@rossendalebc.gov.uk Adrian Smith, Principal Planner, Forward Planning, Tel: 01706 252419, Email: adriansmith@rossendalebc.gov.uk
Pennine Lancashire Development Company Ltd	The Cabinet	Regeneration	September 2009	Group Leaders Strategic Partners	Documents Meetings	Report	Philip Devonald, Interim Head of Legal and Democratic Services, Tel: 01706 252423 Email: philipdevonald@rossendalebc.gov.uk

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Pennine Lancashire Leaders and Chief Executives (PLLACE)	The Cabinet	Regeneration	September 2009	Group Leaders Strategic Partners	Documents Meetings	Report	Philip Devonald, Interim Head of Legal and Democratic Services, Tel: 01706 252423 Email: philipdevonald@rossendale.bc.gov.uk
Approval of Food and Health Action Plan	The Cabinet	Communities and Neighbourhoods	September 2009	Rosendale Food Forum	Meeting	Report with Action Plan	Hayley Robinson-Mitchell Environmental Health Officer Tel: 01706 252562 Email: hayleymitchell@rossendalebc.gov.uk
Floods and Water Strategy	The Cabinet	Environmental Services/ Regeneration	September 2009	Many agencies and community	Meetings and targeted mailshot	Report with attached strategy	Philip Mepham Environmental Health Manager Tel: 01706 252566 Email: philipmepham@rosseendalebc.gov.uk
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: stephenstray@rosseendalebc.gov.uk
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: philipmepham@rosseendalebc.gov.uk

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Decent Homes Assistance Loans	The Cabinet	Regeneration	September 2009	Finance Portfolio Holder Providers	Meetings	Report with recommendations for new scheme	Rebecca Lawlor, Regeneration Delivery Manager, Tel: 01706 252402, Email: rebeccalawlor@rosse-ndalebc.gov.uk
Homeless Options Review	The Cabinet	Regeneration	October 2009	Green Vale Homes Service Users Peer Agencies Internal Departments Elected Members External Public Bodies such as CLG	Meetings Focus Group Sessions Telephone and face-to-face interviews Documents Peer Review of Other Authorities	Report	Cathy Lord, Strategic Housing and Partnerships Manager, Tel: 01706 252406, Email: cathylord@rossendalebc.gov.uk
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: philipmepham@rosse-ndalebc.gov.uk
Core Strategy	Cabinet recommendation to Full Council	Regeneration	November 2009 December 2009	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	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	Caroline Ridge, Assistant Planner - Forward Planning Tel: 01706 252418 Email: carolineridge@rosse-ndalebc.gov.uk

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				Policy Overview and Scrutiny			
Private Sector Housing Strategy	The Cabinet	Regeneration	December 2009	Service Users Private Landlords Forum Peer Agencies Internal Departments Members External Public Bodies such as CLG	Meetings Focus Group Sessions Telephone and face-to-face interviews Documents Peer Reviews of other authorities	Private Sector Housing Strategy	Rebecca Lawlor, Regeneration Delivery Manager, Tel: 01706 252402, Email: rebeccalawlor@rossendalebc.gov.uk
Leisure Update	Cabinet	Leisure	December 2009	Meetings Elected Members Report	Meetings Elected Members Report	Report	Mike Riley, Head of Communities Tel: 01706 252412 Email: michaelriley@rossendalebc.gov.uk
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: lizmurphy@rossendalebc.gov.uk
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: philseddon@rossendalebc.gov.uk

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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: philseddon@rossendalebc.gov.uk
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: philseddon@rossendalebc.gov.uk
Vacant Property Strategy	The Cabinet	February 2009	February 2010	Internal Departments Members External Public Bodies such as CLG and Elevate	Meetings Telephone and face-to-face Interviews Documents Peer review of other Local Authorities	Vacant Property Strategy	Rebecca Lawlor, Regeneration Delivery Manager, Tel: 01706 252402, Email: rebeccalawlor@rossendalebc.gov.uk
Core Strategy	Cabinet recommendation to Full Council	Regeneration	March 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	Caroline Ridge, Assistant Planner - Forward Planning Tel: 01706 252418 Email: carolineridge@rossendalebc.gov.uk

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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 michaelriley@rossendalebc.gov.uk
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: stephenstray@rossendalebc.gov.uk



Councillor Tony Swain
Leader of the Council