

## Notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Rossendale Borough Council hereby gives notice that:

- (a) key decisions are to be made on behalf of the Council;
- (b) the Council defines a key decision as one which is likely:
  - i) 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
  - ii) 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.

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.

- (c) a notice (known as the "Forward Plan") containing particulars of the matters on which decisions are to be taken will be prepared 28 days prior to each Cabinet meeting;
- (d) the Forward Plan shall contain details of the key decisions likely to be made following its publication;
- (e) each current Forward Plan may be inspected during office hours free of charge at the One Stop Shop, Rossendale Borough Council, Futures Park, Bacup, OL13 0BB or on the Council's website: [Key decisions \(forward plan\) | Rossendale Borough Council](#)
- (f) each Forward Plan will contain a list of the documents submitted to the decision takers for consideration in relation to the key decisions on the notice;
- (g) subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed in the Forward Plan will be available from the One Stop Shop;
- (h) other documents relevant to those matters may be submitted to the decision makers;
- (i) the procedure for requesting details of those documents (if any) as they become available is to contact the Committee and Member Services Manager at Rossendale Borough Council, Futures Park, Bacup, OL13 0BB or by emailing [democracy@rossendalebc.gov.uk](mailto:democracy@rossendalebc.gov.uk)
- (j) each Forward Plan, for the forthcoming 12 months, will be published and be available to the public on:
  - 15th April 2025
  - 3rd June 2025

- 19th August 2025
- 23rd September 2025
- 4th November 2025
- 13th January 2026
- 17th February 2026

The Council's committees are all open to the public except when exempt or confidential information is to be discussed. For more information about public meetings please contact the Committee and Member Services Manager on 01706 252422 or email [democracy@rossendalebc.gov.uk](mailto:democracy@rossendalebc.gov.uk)



Rob Huntington  
**Chief Executive**  
**Rossendale Borough Council**

Dated: 20<sup>th</sup> February 2025