

CHORLEY BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JANUARY 2010 TO 30 APRIL 2010

1. This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.
2. A 'Key' Decision is defined as:
 - 2.1 Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:
 - a change in service provision that impacts upon the service revenue budget by £100,000 or more; or
 - a contract worth £100,000 or more; or
 - a new or unprogrammed capital scheme of £100,000 or more.
 - 2.2 Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in two or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.
 - 2.3 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;
 - five clear days have lapsed since the publication of the Forward Plan; and
 - if the decision is to be taken at a meeting of the Executive Cabinet, five clear days notice of the meeting has been given.
 - 2.4 The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 18 (General Exception) and Rule 19 (Special Urgency) of the Access to Information Procedure Rules.
3. The Forward Plan has been extended to now include details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. It is hoped that this will better meet the needs of both elected Members, Officers and the public.
4. Anyone wishing to make representations about any of the matters in the schedule below may do so by contacting the officer listed. Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.chorley.gov.uk. Most meetings of the Council are open to the public and meeting dates are also on the Council's website.

Donna Hall
Chief Executive

Publication Date: 18 December 2009

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
EXECUTIVE CABINET DECISIONS							
Approval and adoption of Green Travel Plan	Executive Cabinet	Executive Member (Business)	7 Jan 2010	Strategy Group; Internal stakeholders	Draft report and action plan was supplied to consultees	Report and draft action plan	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 4 January 2010
Approval of Members' E-Mail, Internet and Telephone Acceptable Usage Policy	Executive Cabinet	Executive Member (Resources)	7 Jan 2010	Strategy Group	Draft policy was supplied to consultees	Report and draft User Policy	Corporate Director of Governance andrew.docherty@chorley.gov.uk Monday, 4 January 2010
Authorisation of consultation on revised Executive and Electoral arrangements	Council	Executive Leader	26 Jan 2010	Strategy Group	Draft report was supplied to consultees	Report of Corporate Director of Governance	Corporate Director of Governance andrew.docherty@chorley.gov.uk Monday, 18 January 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Determination of the General Fund Revenue Budget, Capital Programme and Council Tax for 2010/11	Council	Executive Member (Resources)	2 Mar 2010	Strategy Group; Internal and external stakeholders	Draft budget proposals supplied to consultees	Draft revenue and capital budgets for 2010/11, with summary of consultation responses	Assistant Chief Executive (Business Transformation) Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 15 February 2010
To consider outcome of consultation and determine revised Executive and Electoral Arrangements	Council	Executive Leader	2 Mar 2010	Strategy Group; Political Group Leaders	Report of outcome of consultation supplied to consultees	Report on outcome of consultation process	Chief Executive Tel: 01257 515104 donna.hall@chorley.gov.uk Monday, 15 February 2010
Endorsement of final report of Highways Scrutiny Task Group	Overview and Scrutiny Committee	Executive Member (Neighbourhoods)	18 Jan 2010	District Partnership Officer (Lancashire County Council)	Draft report supplied to consultee	Draft report of outcome of the scrutiny review	Corporate Director (People) Tel: 01257 515815 jamie.carson@chorley.gov.uk Monday, 11 January 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representation s may be made to the following officer by the date stated
Scrutiny of Findings Report of the Value for Money Review of Corporate Support Services	Overview and Scrutiny Committee	Executive Member (Resources)	18 Jan 2010	N/A	N/A	Findings reports of the Value for Money Review	Assistant Chief Executive (Business Transformation) Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 11 January 2010
Determination of the way forward in respect of the scrutiny of the Crime and Disorder Partnership	Overview and Scrutiny Committee	Executive Member (Resources)	18 Jan 2010	N/A	N/A	Report of work of the Partnership	Corporate Director (People) Tel: 01257 515815 jamie.carson@chorley.gov.uk Monday, 11 January 2010
Monitoring of Key Partnerships	Overview and Scrutiny Committee	Executive Member (Policy and Performance)	18 Jan 2010	N/A	N/A	Report of Assistant Chief Executive (Business Transformation)	Assistant Chief Executive (Business Transformation) Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 11 January 2010

Details of the Decision to be taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date decision can be taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Endorsement of final report of Town Centre Vitality Scrutiny Task Group	Overview and Scrutiny Committee	Executive Member (Business)	15 Feb 2010	District Partnership Officer (Lancashire County Council)	Draft report to be supplied to the consultee	Draft report on the outcome of the scrutiny review	Corporate Director (Business) Tel: 01257 515285 jane.meek@chorley.gov.uk Monday, 8 February 2009
Review of Overview and Scrutiny activity in 2009/10	Overview and Scrutiny Committee		22 Mar 2010	N/A	N/A	Summary of activities and scrutiny inquiries undertaken during 2009/10	Corporate Director of Governance andrew.docherty@chorley.gov.uk Monday, 15 March 2010