

# **CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2011 TO 31 MAY 2011**

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](http://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: 25 January 2011**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Earliest Date decision can be taken</b>	<b>Proposed Consultees</b>	<b>Method(s) of Consultation</b>	<b>Documents to be considered by Decision taker</b>	<b>Representations may be made to the following officer by the date stated</b>
Acceptance of tender for the supply and maintenance of 14 multifunctional devices throughout the authority to replace current devices, desktop printers, lexmark printers, copiers and fax machines	Executive Member (Transformation)	Executive Member (Transformation)	14 Feb 2011	Strategy Group	Details of tenders received to be supplied to the consultees	Schedule of tenders received	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 7 February 2011
Confirm membership of Independent Remuneration Panel to review Members' Allowances	Executive Cabinet	Executive Leader	17 Feb 2011	Strategy Group	Report to be supplied to the consultees	Report of Chief Executive	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 7 February 2011

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Consideration of outcome of review of Council's Licensing Policy Statement made under the Licensing Act 2003	Executive Cabinet	Executive Member (Places)	17 Feb 2011	Strategy Group	Report to be supplied to the consultees	Report of Director of People and Places	Director of People and Places Tel: 01257 515815 jamie.carson@horley.gov.uk Monday, 7 February 2011
Executive's response to recommendations of Overview and Scrutiny Task Group's inquiry into Highways issues	Executive Cabinet	Executive Member (Places)	17 Feb 2011	Strategy Group	Report to be supplied to the consultees	Report of Director of People and Places	Director of People and Places Tel: 01257 515815 jamie.carson@horley.gov.uk Monday, 7 February 2011
Consideration of final report and recommendations of Overview and Scrutiny Task Group into Allotments provision and management	Executive Cabinet	Executive Member (People)	17 Feb 2011	Strategy Group	Report to be supplied to the consultees	Final report the Overview and Scrutiny Task Group	Director of People and Places Tel: 01257 515815 jamie.carson@horley.gov.uk Monday, 7 February 2011

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Consideration of final report and recommendations of Overview and Scrutiny Task Group into Asset Management	Executive Cabinet	Executive Member (Transformation)	17 Feb 2011	Strategy Group	Report to be supplied to the consultees	Final report the Overview and Scrutiny Task Group	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 7 February 2011
Determination of the General Fund Revenue Budget, Capital Programme and Council Tax for 2011/12	Council	Executive Member (Transformation)	1 Mar 2011	Strategy Group, Internal and External Stakeholders	Draft budget principles to be supplied to consultees	Draft Revenue and Capital budgets for 2011/12	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk Monday, 14 February 2011
Approval and adoption of Licensing Policy Statement made under the Licensing Act 2003	Council	Executive Member (Places)	5 Apr 2011	N/A	N/A	Draft Licensing Policy Statement	Director of People and Places Tel: 01257 515815 jamie.carson@chorley.gov.uk Monday, 28 March 2011