

# **CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 JULY 2011 TO 31 OCTOBER 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: 17 June 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>Representation s may be made to the following officer by the date stated</b>
Executive's response to recommendations of Overview and Scrutiny Task Group's inquiry into Highways issues	Executive Cabinet	Executive Member (Places)	18 Aug 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@chorley.gov.uk Monday, 8 August 2011
Consideration of Chorley Council's Annual Report on Overview and Scrutiny in 2010/11	Overview and Scrutiny Committee		11 Jul 2011	N / A	N/A	Overview and Scrutiny Annual Report	Director of Transformation Tel: 01257 515480 gary.hall@chorley.gov.uk
Approval of Appointment of New Chief Executive	Council		19 Jul 2011	Report to be supplied to consultees.	Monitoring Officer.	Appointment of New Chief Executive	Chief Executive Tel: 01257 515104 donna.hall@chorley.gov.uk Monday, 11 July 2011

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Site Allocations and Development Management Policies Development Plan Document	Council		19 Jul 2011	The general public, local businesses, land owners, agents, Parish and Borough Councillors.	Presentations/w orkshops at local Parish Meetings, Drop-in exhibitions prior to Parish meetings where this was feasible/acceptable to the Parish Council, Statutory notices in local newspapers, Articles in 'Chorley Smile' magazine, Staffed exhibitions - Chorley covered market, Drop-in session in the Chorley Smile Trailer on the Flat Iron, A copy of the Document and representation forms sent to every library in the Borough	Site Allocations and Development Management Policies Development Plan Document	Director of Partnerships and Planning Tel: 01257 515323 lesley-ann.fenton@chorley.gov.uk Monday, 11 July 2011

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					<p>and to Post Offices in areas without a library service, Over 1,000 letters sent to local businesses, landowners, agents and other consultees (including general public) already contained on our database, Articles in 'In the Know', Social networking – eg twitter, Council Website information and links to documents as well as interactive map and interactive forms, LDF Member working Group Reports,</p>		

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					<p>Joint Advisory Committee Reports and Exec Cabinet Report and Council Report in advance of formal consultation phase, Ward and parish summaries distributed to Parish and Ward Councillors, Project Initiation Document and associated Highlight Reports.</p>		