

# **.CHORLEY BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 DECEMBER 2006 TO 31 MARCH 2007**

This Forward Plan sets out the details of the key decisions which the Executive Cabinet, individual Executive Members or Officers expect 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.

A Key Decision is defined as:

1. Any executive decision (as opposed to a regulatory 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. 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.

The current members of the Executive Cabinet are:

Councillor Peter Goldsworthy	Leader of the Council
Councillor Patricia Case	Deputy Leader and Executive Member for Corporate, Policy and Performance
Councillor Alan Cullens	Executive Member for Resources
Councillor John Walker	Executive Member for Customer, Democratic and Legal
Councillor Mark Perks	Executive Member for Health, Leisure and Well-Being
Councillor Eric Bell	Executive Member for Streetscene, Neighbourhoods and Environment
Councillor Peter Malpas	Executive Member for Economic Development and Regeneration

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

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 Executive Cabinet, 5 clear days notice of the meeting has been given.

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.

Copies of the following documents may be inspected at the Town Hall, Chorley, PR7 1DP or accessed from the Council's website: [www.chorley.gov.uk](http://www.chorley.gov.uk)

- Council Constitution
- Forward Plan
- Reports on the key decisions to be taken
- The minutes or decision notice for each key decision, which will normally be published within 5 working days after having been made

Members of the public are welcome to attend meetings of the Executive Cabinet which are held at the Town Hall, Chorley. The dates and times of the meetings are published on [www.chorley.gov.uk](http://www.chorley.gov.uk) or you may contact the Democratic Services Section on telephone number 01257 -515118 for further details.

**D Hall**  
**Chief Executive**

**Publication Date: 18 November 2006**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Portfolio Holder</b>	<b>Expected Date of Decision</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>
Approval of Streetscene, Neighbourhoods and Environment Re-Structure	Executive Cabinet	Executive Member for Streetscene, Neighbourhoods and Environment	7 Dec 2006	Human Resources, Staff and Trade Unions	Formal Staffing Process	Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Monday 20 November 2006
Approval of plans for Brinscall Baths	Executive Cabinet	Executive Member for Health, Leisure and Well Being	7 Dec 2006	Stakeholders	Community Meetings	Report of the Director of Leisure and Cultural Services	Director of Leisure and Cultural Services Tel: 01257 515815 Monday 20 November 2006
Approval of draft Budget proposals for 2007/08 for consultation purposes	Executive Cabinet	Executive Member for Resources	7 Dec 2006	Internal and External Stakeholders	Draft Budget proposals circulated and available for comment on the Website	Draft Budget Documents	Director of Finance Tel: 01257 515480 by Monday 20 November 2006

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Approval of Abandoned Vehicle Removal Contract	Executive Member Decisions - Streetscene, Neighbourhoods and Environment	Executive Member for Streetscene, Neighbourhoods and Environment	7 Dec 2006	Internal and External Stakeholders	Draft documentation	Tender Documentation  Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Monday 20 November 2006
Approval of preferred Developer for Market Walk Phase 2 development for recommendation to Full Council	Executive Cabinet	Executive Member for Development and Regeneration	7 Dec 2006	Members of the Council	Presentation to all Members of the Council	Report of the Chief Executive	Director of Development and Regeneration Tel: 01257 515285 Monday 20 November 2006
Approval of Police Community Support Officer Pilot Scheme	Executive Member Decisions - Streetscene, Neighbourhoods and Environment	Executive Member for Streetscene, Neighbourhoods and Environment	2 Jan 2007	Internal Stakeholders and Lancashire Constabulary	Meetings and Circulation of Documentation	Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Monday 18 December 2006

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Approval of terms for aquisition of property required to construct the Gillibrand Link Road	Executive Cabinet	Executive Member for Resources	11 Jan 2007	None	None	Report of the Arbitrator appointed to determine compensation due	Director of Property Services Tel: 01257 515311 Monday 18 December 2006
Approval of Telephony proposals and procurement	Executive Cabinet	Executive Member for Resources	11 Jan 2007	Officers and Members	Publication of documents on the Council's Intranet	Telephony Strategy  ICT Strategy	Director of Information and Communication Technology Tel: 01257 515455 Monday 18 December 2006
Approval of Pay and Workforce Strategy	Executive Cabinet	Executive Member for Resources	11 Jan 2007	Trade Union's, Staff Members, Staff Forum and Strategy Group	Draft Plan to be circulated and available for comments on the website	Draft Plan	Interim Director of Human Resources Tel: 01257 515159 Monday 18 December 2006

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Review of Advice and Support Funding to External Groups	Executive Cabinet	Executive Member for Health, Leisure and Well Being	11 Jan 2007	Chorley and South Ribble CAB and Lancashire County Council Welfare Rights Service	Direct Contact	Various - including Annual Reports on Activity	Director of Leisure and Cultural Services Tel: 01257 515815 Monday 18 December 2006
Approve "Choosing Health Action Plan" outlining the Council's contribution to the wider agenda	Executive Cabinet	Executive Member for Health, Leisure and Well Being	11 Jan 2007	Stakeholders	Draft Plan circulated and available for comments on the Website	Draft Action Plan	Director of Leisure and Cultural Services Tel: 01257 515815 Monday 18 December 2006
Approval of "Every Child Matters action Plan" outlining the Council's contribution to the wider agenda	Executive Cabinet	Executive Member for Life and Leisure	11 Jan 2007	Stakeholders	Draft Plan circulated and available for comments on website	Draft Action Plan	Director of Leisure and Cultural Services Tel: 01257 515815 Monday 18 December 2006

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Selection of Service Provider for the Markets	Executive Cabinet	Executive Member for Resources	11 Jan 2007	Internal Service Stakeholders, Market Traders, Staff and Unison	Issue of Service Specification	Tender Documentation submitted by prospective partners and evaluation reports	Director of Property Services Tel: 01257 515311 Monday 18 December 2007
Approval of Housing Rents and other charges	Executive Cabinet	Executive Member for Development and Regeneration and Executive Member for Resources	11 Jan 2007	Tenants and Shadow Housing Management Board	Tenant Meetings	Report of the Executive Director - Environment and Community	Executive Director - Environment and Community Tel: 01257 515500 Monday 18 December 2006
Selection of Public Toilet Cleaning Contract - Renewal	Executive Member Decisions - Streetscene, Neighbourhoods and Environment	Executive Member for Streetscene, Neighbourhoods and Environment	11 Jan 2007	Legal and Procurement Teams	Procurement procedures	Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Monday 18 December 2006

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Approval of Local Development Framework Householder Supplementary Planning Document	Executive Cabinet	Executive Member for Development and Regeneration	11 Jan 2007	All Spatial Development Stakeholders	Letters, Statutory Notice and publication on the Council's website	Householder Supplementary Planning Document	Director of Development and Regeneration Tel: 01257 515285 Monday 18 December 2006
Approval of Neighbourhood Management and Engagement Strategy	Executive Member Decisions - Streetscene, Neighbourhoods and Environment	Executive Member for Streetscene, Neighbourhoods and Environment	31 Jan 2007	Internal and External Stakeholders	Draft Strategy	Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Monday 8 January 2007
Approval of Leisure and Cultural Services Fees and Charges 2007/08	Executive Member Decisions - Health, Leisure and Well-Being	Executive Member for Life, Leisure and Well Being	2 Feb 2007	Service Users	Publicity in the various centres and publication on the Council's website	Schedule of proposed charges	Director of Leisure and Cultural Services Tel: 01257 515815 Friday 5 January 2007



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Approval of Final Transfer Contract for recommendation to Full Council	Housing Transfer Committee	Executive Leader	21 Feb 2007	Internal and External Stakeholders	Established channels of communication for stock transfer process	Plain english version of Transfer Contract	Executive Director - Environment and Community Tel: 01257 515500 Thursday 24 January 2006
Approval of Information Security Policy	Executive Cabinet	Executive Member for Resources	22 Feb 2007	Officers, Members and Trade Unions	Publication of documents on the Council's Intranet	Information Security Policy	Director of Information and Communication Technology Tel: 01257 515455 Thursday 25 January 2006
Approval of Core Funding Awards 2007/2008 - more than £5000	Executive Cabinet	Executive Member for Health, Leisure and Well Being	22 Feb 2007	Previous applicants and other groups who express an interest	Media Coverage, website publication and Application Packs to be distributed	Completed Application Forms	Director of Leisure and Cultural Services Tel: 01257 515815 Thursday 25 January 2007

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Approval of ICT Strategy	Executive Cabinet	Executive Member for Resources	22 Feb 2007	Officers and Members	Publication of Strategy on the Council's Website	IEG Statement Customer Focus Strategy	Director of Information and Communication Technology Tel: 01257 515455 Monday 25 January 2007
Approval of Core Funding Awards for 2007/2008 - £5000 or less	Executive Member Decisions - Health, Leisure and Well-Being	Executive Member for Health, Leisure and Well Being	23 Feb 2007	Previous Applicants and other groups who express an interest	Media Coverage, website and distribution of application packs	Completed Application Forms	Director of Leisure and Cultural Services Tel: 01257 515815 Friday 26 January 2007
Approval of Housing Transfer Legal Agreement	Council	Executive Member for Resources	6 Mar 2007	Tenants, Members and Partners	Tenant Consultation, Partner Liaison and Member Briefings	Report of the Chief Executive, Transfer Agreement and Summary Document	Chief Executive Tel: 01257 515104 Monday 12 March 2007

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Approval of Housing Stock Transfer Public Space Programme	Executive Member Decisions - Streetscene, Neighbourhoods and Environment	Executive Member for Streetscene, Neighbourhoods and Environment	26 Mar 2007	Housing Services Shadow Board	Draft proposals to be circulated	Report of the Director of Streetscene, Neighbourhoods and Environment	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Thursday 26 February 2007
Approval of the Economic Regeneration Strategy Action Plan	Executive Cabinet	Executive Member for Development and Regeneration	29 Mar 2007	Private/Public Business Voluntary/Community Sector Regeneration	Partnership based workshops	Report of the Director of Development and Regeneration	Director of Development and Regeneration Tel: 01257 515285 Thursday 1 March 2007
Approve Accessibility Plan	Executive Cabinet	Executive Member for Development and Regeneration	29 Mar 2007	All public agencies and transport operators	Stakeholder Workshops, Public Exhibitions and information available on Council's Website	None.	Director of Development and Regeneration Tel: 01257 515285 Thursday 1 March 2007

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Approval of new Pay and Grade Structure as part of the Job Evaluation process	Executive Cabinet	Executive Member for Resources	29 Mar 2007	Trade Unions, Staff Members, Staff Forum and Strategy Group	Draft Plan to be circulated and available for comments on the Website	Various Options on Reward Structures	Interim Director of Human Resources Tel: 01257 515159 Thursday 1 March 2007
Approval of IEG7 Return	Executive Cabinet	Executive Member for Resources	29 Mar 2007	Officers and Members	Strategy available on Council's Website	IEG6 Statement, Customer Focus Strategy and ICT Strategy	Director of Information and Communication Technology Tel: 01257 515455 Thursday 1 March 2007
Approval of Streetscene Strategy Document	Executive Cabinet	Executive Member for Streetscene, Neighbourhoods and Environment	29 Mar 2007	Internal Stakeholders	Draft document to be circulated	Strategy Document	Director of Streetscene, Neighbourhoods and Environment Tel: 01257 515720 Thursday 1 March 2007

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Approval of the "Older People's Action Plan" outlining the Council's contribution to the wider agenda	Executive Cabinet	Executive Member for Health, Leisure and Well Being	29 Mar 2007	Stakeholders	Draft Plan circulated and available for comment on the website	Draft Plan	Director of Leisure and Cultural Services Tel: 01257 515815 Thursday 1 March 2007