

ROTHERHAM BOROUGH COUNCIL

COUNCIL SUMMONS

Notice is hereby given that a meeting of the Council of the Borough of Rotherham will be held at the Town Hall, Moorgate Street, Rotherham, on Friday, 17th May, 2013 at 2.00 p.m.

A G E N D A

1. Election of Chairman
2. Vote of thanks to the retiring Mayor
3. Election of Vice-Chairman
4. To submit for approval the minutes of the Council Meetings held on 17th April, 2013 - Pages 54A to 60A (Section A) (Pages 1 - 7)
5. To consider any communication received by the Mayor or the Chief Executive and to pass a resolution or resolutions thereon.
6. Cabinet Arrangements
7. To receive a report from the Leader and to consider reports, minutes and recommendations of the Cabinet - Pages 113C to 133C (Section C) including the following recommendations to Council:- (Pages 8 - 28)
Capital Programme Monitoring Report 2012/13-2015/15
(Minute No. C201) (Page 125C)
8. To put questions, if any, to Cabinet Members and Chairmen (or their representatives) under Standing Order No. 7(1) and 7(3).
9. To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Commissioner, South Yorkshire Fire and Rescue Authority, South Yorkshire Integrated Transport Authority and South Yorkshire Pensions Authority, in accordance with Standing Order No. 7(5).
10. To consider Membership Arrangements for 2013/14
11. To receive the report of the Returning Officer as to the person elected a Member of the Council at the election of a Councillor held on 16th May, 2013

12. Review of the Constitution including Scheme of Delegation for Members and Officers and Standing Orders (report herewith) (Pages 29 - 31)
13. To determine any item which the Mayor is of the opinion should be considered as a matter of urgency

J. COLLINS

Director of Legal & Democratic Services

COUNCIL MEETING
17th April, 2013

Present:- The Mayor (Councillor Dave Pickering) (in the Chair); Councillors Ahmed, Akhtar, Ali, Andrews, Astbury, Atkin, Barron, Beaumont, Beck, Buckley, Burton, Clark, Currie, Dalton, Dodson, Donaldson, Doyle, Ellis, Falvey, Foden, Gilding, Godfrey, Gosling, Goult, J. Hamilton, N. Hamilton, Havenhand, Hoddinott, Hussain, Kaye, Lakin, Lelliott, Mannion, McNeely, Middleton, Pitchley, Read, Robinson, Roche, Roddison, Rushforth, G. A. Russell, P. A. Russell, R. S. Russell, Sangster, Sharman, Sims, Smith, Steele, Stone, Swift, Wallis, Watson, Whelbourn, Whysall, Wootton and Wyatt.

A98 COUNCIL MINUTES

Resolved:- That the minutes of the meeting of the Council held on 6th March, 2013, be approved for signature by the Mayor.

Mover: Councillor Stone

Seconder:- Councillor Akhtar

A99 FREEMEN OF THE BOROUGH

Consideration was given to the granting of the Honour of Freedom of the Borough.

Resolved unanimously:-

That, pursuant to Section 249(5) of the Local Government Act, 1972 the following persons, who has rendered eminent service to the Borough, be admitted as Honorary Freemen of the Borough and arrangements be made to present this Honour:-

Lieutenant Commander Allen Dixon (SCC) RNR

Brian Chapple

Stephen Douglas Smith, MBE

Mover:- Councillor Stone

Seconder:- Councillor Akhtar

COUNCIL MEETING
17th April, 2013

Present:- The Mayor (Councillor Dave Pickering) (in the Chair); Councillors Ahmed, Akhtar, Ali, Andrews, Astbury, Atkin, Barron, Beaumont, Beck, Buckley, Burton, Clark, Currie, Dalton, Dodson, Donaldson, Doyle, Ellis, Falvey, Foden, Gilding, Godfrey, Gosling, Goulty, J. Hamilton, N. Hamilton, Havenhand, Hoddinott, Hussain, Kaye, Lakin, Lelliott, Mannion, McNeely, Middleton, Pitchley, Read, Robinson, Roddison, Rushforth, G. A. Russell, P. A. Russell, R. S. Russell, Sangster, Sharman, Sims, Smith, Steele, Stone, Swift, Wallis, Watson, Whelbourn, Whysall, Wootton and Wyatt.

A100 COMMUNICATIONS

The Chief Executive submitted apologies for absence from Councillors Jepson, Johnston, Roach and Tweed.

A101 PRESENTATION OF AWARDS

The Mayor (Councillor Dave Pickering) invited the Deputy Leader to present the Annual Employee Recognition Awards, which were an important opportunity to formally recognise the efforts and brilliant services employees provided on a daily basis of behalf of Rotherham's citizens, to:-

Employee of the Year Award 2012 – Chris Johnson from Environment and Development Services.

Team of the Year Award 2012 – Worksmart Team.

Manager of the Year Award 2012 – Colin Knight from Environment and Development Services

Congratulations were offered to all those involved in gaining these awards.

A102 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions submitted from members of the public.

A103 STANDARDS COMMITTEE

Resolved:- That the reports and minutes of the meeting of the Standards Committee (Section P) (pages 8B to 11B) be adopted.

Mover: Councillor Gosling

Seconder: Councillor Sims

A104 CABINET MINUTES

Resolved:- That the reports and minutes of the meetings of the Cabinet (Section C) (pages 101C to 112C) be adopted.

Mover:- Councillor Stone

Seconder:- Councillor Akhtar

A105 DELEGATED POWERS

Resolved:- That the reports and minutes of the meetings of Cabinet Members as listed below be adopted:-

- Children, Young People and Families Services – Pages 52D to 64D (Section D)
- Communities and Cohesion – Pages 24E to 31E (Section E)
- Culture and Tourism– Pages 31F to 39F (Section F)
- Regeneration and Development – Pages 62G to 70G (Section G)
- Adult Social Care – Pages 54H to 62H (Section H)
- Safe and Attractive Neighbourhoods – Pages 54J to 65J (Section J)
- Health and Wellbeing – Pages 33K to 35K (Section K)
- Waste and Emergency Planning– Pages 54L to 59L (Section L)
- Deputy Leader – Pages 42N to 48N (Section N)

Mover:- Councillor Stone

Seconder:- Councillor Akhtar

A106 AUDIT COMMITTEE

Resolved:- That the reports and minutes of the meeting of the Audit Committee (Section P) (pages 38P to 40P) be adopted.

Mover: Councillor Kaye

Seconder: Councillor Sims

A107 LICENSING BOARD

Resolved:- That the reports and minutes of the meeting of the Licensing Board (Section Q) (Pages 25Q to 27Q) be adopted.

Mover:- Councillor Wootton

Seconder:- Councillor Barron

A108 HEALTH AND WELLBEING BOARD

Resolved:- That the reports and minutes of the meeting of the Health and Wellbeing Board (Section S) (pages 45S to 55S) be adopted.

Mover:- Councillor Wyatt

Secunder:- Councillor Lakin

A109 PLANNING BOARD

Resolved:- That the reports and minutes of the meetings of the Planning Board (Section T) (pages 95T to 99T) be adopted.

Mover:- The Mayor
(Councillor Pickering)

Secunder:- Councillor Dodson

A110 QUESTIONS TO CABINET MEMBERS AND CHAIRMEN

(1) Councillor Gilding asked what action could this Council take regarding the fire damaged shop properties in Corporation Street? These premises created a bad impression of the town centre as visitors enter from the railway station.

Councillor Smith explained that the Council had made attempts to contact the owner of both buildings to open discussions on future use and what actions could be taken in the short term to remove what is widely acknowledged to be an eyesore. The landlord had not responded to any communications.

Building Control have recently examined both buildings to ascertain if they were dangerous structures in which case the landlords could be forced to carry out remediation works to make them safe. However, at the current time neither building was structurally unsafe.

A Compulsory Purchase Order for the buildings would need to be part of a wider town centre redevelopment scheme with an obvious public benefit and with funding to implement the scheme identified and confirmed. These conditions did not currently exist.

The Local Planning Authority also had powers to undertake the clean up works themselves and to recover the costs from the landowner. Where the works were undertaken in default, then formal debt recovery procedures could be followed. This included securing a charge against the property and recovery of the debt through the County or High Court bailiffs or even the enforced sale of the property.

(2) Councillor Donaldson asked could she have an update on the development of the old Ford car site at Parkgate and the Council's involvement in the project?

Councillor Smith explained that the developer hoped to secure planning approval for retail and leisure facilities to complement the existing provision on Great Eastern Way which also housed Asda, Morrisons and The Foundry Retail Park.

Gregory Projects was working in collaboration with land owner and local business Ron Hull Jnr. with a view to submitting a planning application for the provision of a 16,000 sq ft discount food store, 22,000 sq ft of non-food retail and 18,000 sq ft of leisure facilities alongside more than 250 car parking spaces.

Colliers International was handling the planning process. GVA in Leeds was advising Gregory Projects on the lettings and the Sheffield office of Knight Frank was acting for Ron Hull Jnr.

(3) Councillor Mannion asked what would be the final and total cost to the Council of the ending of the RBT Partnership?

The Leader explained that there would be no 'cost' to the Council of ending the RBT Partnership. The Council made no payment for getting out of the contract early.

The Council paid BT for the investments it made in services, financial investments that RBT had been recovering through the charges for the delivery of services and payments that ended sooner than originally envisaged.

The Council had achieved substantial financial benefits since the early completion of the partnership through (a) savings made while re-integrating services into the Council and (b) income generated by providing a HR and payroll service to Doncaster Council. The ability and freedom to achieve these benefits was one of the key reasons for ending the partnership early.

(4) Councillor Gilding asked how much had this Council spent on translation services in 2002 and 2012?

Councillor Lakin confirmed that in respect of Children and Young People's Services the cost of translation and interpretation was not captured in 2002, but by 2009 was the following was in place:-

Cost for 2009/10 was £63,994.64.

Cost for 2012/13 was £63,404.24.

In respect of Council wide translation services, this would be collated and provided in writing.

(5) Councillor Donaldson asked could the Cabinet Member tell her if anything was going to happen to the old Perry garage site on Wellgate in the near future and how long had it remained empty?

Councillor Smith explained that the site was previously owned by the development company Gladedale and had a planning approval to build 128, one and two bed apartments. The developer did not deliver the scheme as it was financially unviable due to a weakening housing market and the application had now expired. In 2009 the Council acquired the site as a distressed sale from the developer using Housing Market Renewal grant funding.

The aim in acquiring the site was to assist future development and accord with the principles of the Town Centre Renaissance Plan.

The Council had explored interest from Housing Associations and private developers in the past, however, given the continuing economic downturn and Government austerity measures the Council had been unable to attract grant funding to enable development.

The site had been used as a temporary storage depot for materials associated with environmental improvement works being carried out in the Town Centre.

The Council had recently had an offer to purchase the site from a commercial developer and the response was being managed by the Council's Land and Property Team. The Council were also exploring the option of building a market rent housing development on the site.

The Home and Communities Agency were funding an options analysis on the site which would be completed by the end of May 2013 and this would include detailed:-

- Site investigation/topographical surveys to determine the extent of land contamination from previous uses.
- Land ownership surveys.
- Options appraisal to identify the full range of development options for the site in the current housing market and economic conditions.
- Robust site development appraisal and financial business case.

The outcome of the Options Analysis would help the Council decide on the best approach to site development, the shape and form of development and likely timescales for delivery.

A111 QUESTIONS TO SPOKESPERSONS

There were none.

A112 AMENDMENTS TO THE CODE OF CONDUCT

Further to Minute B16 of the meeting of the Standards Committee held on 14th March, 2013 consideration was given to the proposed amendments to the Code of Conduct as set out in the report submitted.

Resolved:- That the proposed amendments to the Code of Conduct be approved.

Mover:- Councillor Stone

Seconded:- Councillor Akhtar

A113 LOCALISM ACT 2011 AND THE STANDARDS REGIME - APPOINTMENT OF THE INDEPENDENT PERSON

Further to Minute B19 of the meeting of the Standards Committee held on 14th March, 2013 consideration was given to the recruitment process for the Independent Person, which been undertaken.

Resolved:- (1) That the appointment of David Roper-Newman as Independent Person, for a period of four years

(2) That the establishment of a post for an additional Independent Person be approved.

Mover:- Councillor Stone

Seconded:- Councillor Akhtar

**THE CABINET
10th April, 2013**

Present:- Councillor Stone (in the Chair); Councillors Akhtar, Doyle, Hussain, Lakin, McNeely, Rushforth, R. S. Russell and Wyatt.

Also in attendance Councillor Whelbourn (Chairman of the Overview and Scrutiny Management Board)

An apology for absence was received from Councillor Smith.

C184 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

C185 DECLARATIONS OF INTEREST.

There were no Declarations of Interest to report.

C186 ROTHERHAM LOCAL PLAN STEERING GROUP

The Leader introduced the minutes of the Rotherham Local Plan Steering Group held on 22nd March, 2013.

Resolved:- (1) That the progress to date and the emerging issues be noted.

(2) That the minutes of the Local Plan Steering Group held on 22nd March, 2013 be received.

C187 LOCALISM ACT 2011 AND THE STANDARDS REGIME - APPOINTMENT OF INDEPENDENT PERSON

Further to Minute No. 42 of the meeting of the Council held on 12th September, 2012, the Leader introduced the report of the Director of Legal and Democratic Services, which detailed the recruitment process undertaken and the options for appointment.

Matters relating to the Standards regime were the responsibility of the Council and this report was to be considered at its meeting on 17th April, 2013.

The most recent recruitment exercise held during December resulted in the Appointment Panel recommending the appointment of David Roper-Newman, who was a civil servant with experience of handling human resources issues. He had previous experience as an independent member of the Standards Committee of the London Borough of Lewisham for the past seven years.

The Standards Committee at its meeting on 14th March 2013, resolved to recommend the appointment of Mr. Roper-Newman to Council.

After deliberation at two of its meetings the Standards Committee was also of the view that the appointment of a second Independent Person would be beneficial. Both the Authority and the Member who was the subject of an allegation may consult the Independent Person. Therefore, to have two Independent Persons to be available for consultation and advice would reduce the potential for any conflict of interest to arise. The additional Independent Person would be of the same status as the first Independent Person.

Should Council approve the establishment of a post for a second Independent Person, the Standards Committee shall be requested to recommend a suitable individual to Council.

Resolved:- That the proposal to be considered by Council on the 17th April, 2013, for the appointment Mr. D. Roper-Newman as an Independent Person, for a period of four years and the establishment of an additional post for an Independent Person be noted.

C188 AMENDMENTS TO THE CODE OF CONDUCT

Further to Minute No. 16 of the meeting of the Standards Committee held on 14th March, 2013, the Leader introduced the report of the Director of Legal and Democratic Services, which recommended changes to the current Code of Conduct for Elected Members. The proposed amendments to the Code of Conduct were set out in detail as part of the report following discussion by the Standards Committee on the arrangements for disclosing interests at meetings. The current position under the Code of Conduct for Elected Members was that if a Member had a disclosable pecuniary interest in a matter to be discussed at the meeting, that interest must always be disclosed at the meeting. However, in respect of personal interests, if those interests have already been notified to the Monitoring Officer, there was no obligation to disclose them at a meeting where they were relevant to any matter being discussed.

The Standards Committee took the view that the current arrangements did not meet the requirements of transparency and accountability.

Accordingly the Standards Committee at its meeting on 14th March 2013, resolved that, in respect of personal interests, an amendment to the Code of Conduct should be introduced to ensure that Members must disclose personal interests at meetings where business affecting those interests was discussed.

Matters relating to the standards regime were the responsibility of Council and this report would be considered at its meeting on 17th April, 2013.

Cabinet Members suggested that each agenda have a section for the disclosure of interests to act as a reminder to those present.

Resolved:- (1) That the proposed amendments to the Code of Conduct to be considered by Council on the 17th April, 2013 be noted.

(2) That all future agendas for meetings have a standing item for the declaration of any interests.

C189 REVENUE BUDGET MONITORING FOR THE PERIOD ENDING 28TH FEBRUARY 2013

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance, which provided details of progress on the delivery of the Revenue Budget for 2012/13 based on performance for the first eleven months of the financial year. It was currently forecast that the Council would overspend against its Budget by £0.601m (+0.3%); an improvement of £0.677m on the January report which showed a forecasted overspend of £1.278m (+0.6%). The main reasons for the forecast overspend were:-

- The continuing service demand and cost pressures in looking after vulnerable children across the Borough.
- Additional, one-off property costs relating to the continued rationalisation of the Council's asset portfolio as part of the efficiency drive to reduce operational costs.

It was expected that this forecast overspend would further reduce in the final month of 2012/13 financial year following Cabinet's instruction, endorsed by Scrutiny, that future spend should be on essential items only. For the remainder of the financial year spend must only be in respect of ensuring that vulnerable children and adults are safeguarded, be contractually committed, where to not spend would be a false economy, or to ensure compliance with health and safety requirements.

Continued, concerted management action would be also be required during April to ensure that the Council was able to deliver a balanced outturn and preserve its successful track record in managing both its in year financial performance and its overall financial resilience.

Resolved:- (1) That the progress made to date in delivering the significant financial challenges presented in the Council's 2012/13 Revenue Budget be noted.

(2) That the 2012/13 Outturn Report be presented to the Cabinet in June, 2013.

C190 DISCRETIONARY HOUSING PAYMENTS (DHP) REPORT

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance which detailed how the Discretionary Housing Payments (DHP) was administered by local authorities and allowed additional help to be given to claimants where their Housing Benefit entitlement was not sufficient to cover their housing costs.

DHP funding was provided by the Department of Works and Pensions (DWP). To help local authorities deal with the impact of welfare reform, in particular the Social Sector Size Criteria and the Benefit Cap, the national annual funding for 2013/2014 had been increased from £60m to £155m. As a result of this Rotherham's allocation had increased from £115k to £437k.

It should be noted that the Government recently announced protection for foster carers against the Social Size Criteria rules and as a result of this it was expected that funding would be reduced although the actual changes to Legislation and the amount of funding was as yet unknown.

Although the increase in funding was substantial, it was small compared with the estimated total benefit loss in Rotherham as a result of the Social Sector Size Criteria and the Benefit Cap (£3.27m).

The Local Authority may spend in excess of the DWP funding with a maximum upper spending limit of £1.094m, however, any spend above the funding level of £437k had to be met from the Council's own funds.

Although Local Authorities have local discretion on how the funding was spent, there was an expectation that Local Authorities would follow DWP guidance (which had recently been updated) in administering the Discretionary Housing Payment scheme.

Cabinet Members sought clarification on the criteria used for significantly adapted accommodation for disabled people, which was to be provided for information.

Resolved:- (1) That the contents of the report be noted.

(2) That approval be given for funding to be prioritised to:-

- Support Disabled people who live in significantly adapted accommodation who are affected by the Social Sector Size Criteria.
- Support Foster Carers who need an extra room and who are affected by the Social Sector Size Criteria.
- Provide short term assistance to Claimants affected by the Benefits Cap.

(3) That approval be given to applications from people who do not fall within one of the prioritised groups to be considered on a case by case basis to decide if the granting of DHP is appropriate.

C191 SHEFFIELD CITY REGION: INTER-AUTHORITY AGREEMENT

The Leader introduced a report by the Director of Legal and Democratic Services, which sought approval to enter into an Inter-Authority Agreement with the other members of the Sheffield City Region, in respect of the distribution of funding and appropriately protects the Council's interests.

As part of supporting the new combined authority, Sheffield City Council has agreed to becoming the accountable body for the purpose of administering funding streams which were to be defrayed on a South Yorkshire or Sheffield City Region basis. Currently those funds were the Jessica Fund and the Growing Places Fund

To facilitate this arrangement all of the participating authorities were required to enter into an agreement to determine administrative, governance and liability arrangements. The liability proportions were determined on a population basis.

Resolved:- That entering into of the Inter-Authority Agreement with the other authorities in the Sheffield City Region be approved.

C192 SCHOOL IMPROVEMENT STRATEGY

Councillor Lakin, Cabinet Member for Children, Young People and Families Service, introduced a report by the Strategic Director of Children and Young People's Services, detailing the Government's aim, 'to support the school system to become more effectively self-improving', which charges schools with the primary responsibility for their own improvement. As the capacity of Local Authorities reduced and schools and leaders took on greater responsibility for school improvement and leading improvement work across the system, there was a need to put in place suitable safeguards and a support infrastructure to ensure all children and young people fulfilled their potential.

In April 2011, the Cabinet agreed to enter into a minimum of a two year agreement with Rotherham School Improvement Partnership. This report set out the proposals for the next phase of school improvement delivery across the borough.

In September 2012, Learners First Schools Partnership Ltd. was set up as a school company by Wickersley School with the support of the Council. Learners First was the legally constituted successor to Rotherham School Improvement Partnership.

Learners First Schools Partnership Ltd. was a 'not for profit' company. Through the Strategic Director of Children and Young People's Services, the Council acted as the supervising authority for the company. The School Effectiveness Service was working in partnership with Learners First.

Schools agreed through the Schools Forum meeting on 5th October, 2012, that funds to develop and deliver a school-led school improvement model should be allocated from the Dedicated Schools Grant (DSG) in the 2011/12 financial year to Learners First and unanimously supported the proposal. Agreement had subsequently been given by schools to extend this up to and including 2014/15 financial year with a proposed annual allocation of funding of £765k.

Approval was now sought for the payment of the above funds which were currently retained and managed by the Children and Young People's Services Directorate to Learners First.

Cabinet Members sought clarification on the temporary arrangements for holding the funds and the beneficiaries of the proposals.

Resolved:- That the recommendations of the Strategic Director, Children and Young People's Services, and the Schools Forum be approved as follows:-

- The provision of DSG funding to Learners First Schools Partnership Ltd., to develop and deliver a school-led school improvement model up to and including 2014/15.
- That until a governance and accountability structure is agreed and implemented, that the residual balance of DSG funding currently allocated to the Rotherham School Improvement Partnership for the financial year 2012/13, is vired to the 6 local authority maintained Schools responsible for leading the Learners First priority improvement areas.
- That the HMI findings on its recent inspection into good practice and the strengths of collaborative working be noted.

(THE CHAIRMAN AUTHORISED THE URGENT CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO PROGRESS THE DETAIL REFERRED TO)

C193 SCHOOL PLACE PLANNING REPORT

Councillor Lakin, Cabinet Member for Children, Young People and Families Service, introduced a report by the Strategic Director of Children and Young People's Services, which set out details of how pupil numbers were increasing within the Borough creating a shortage of available places in certain areas. The increasing pressure on school places due to

the increase in the overall numbers of pupils meant it was necessary to increase the number of school places available to meet current and projected demand. This report, therefore, outlined the short, medium and long term plans for the creation of future school places in the Borough and details of work carried out to date.

Resolved:- (1) That the report be received, the contents noted and the progress being made acknowledged.

(2) That the proposals to create additional school places in the short to medium term and long term be noted.

THE CABINET
24th April, 2013

Present:- Councillor Stone (in the Chair); Councillors Akhtar, Doyle, Hussain, Lakin, McNeely, Rushforth, R. S. Russell, Smith and Wyatt.

Also in attendance Councillor Whelbourn (Chairman of the Overview and Scrutiny Management Board)

C194 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

C195 DECLARATIONS OF INTEREST

There were no declarations of interest to report.

C196 LOCAL DEVELOPMENT SCHEME

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which provided details of an update to the Local Development Scheme to reflect the revised timetable for submission of the Core Strategy to Government.

The Scheme was last formally revised in May, 2012 (Minute No. C4 refers). The latest update reflected the revised timetable for submission of the Core Strategy to Government taking account of the revocation of the Yorkshire and Humber Regional Spatial Strategy (Cabinet 5th December, 2012 Minute No. C104).

Enforcement of the Scheme was sought to enable progress towards adoption of programmed Development Plan Documents:-

- The Localism Act and National Planning Policy Framework (NPPF) expressed a strong presumption in favour of sustainable development. Rotherham's UDP Policies only continued to have any weight where they were in accordance with the NPPF. It was important that Rotherham's Core Strategy was in place as soon as possible to provide an up-to-date Planning Policy Framework for the Borough's future growth and development
- A failure to achieve timely progress on the Local Plan could delay the Spatial Strategy required to guide future decision-making on planning applications

- Having a Local Plan in place would provide a steer for any neighbourhood plans that may emerge under the provisions of the Localism Act
- Failure to make progress with the Local Plan risked delayed provision of the new homes and employment opportunities that the Borough needed

Resolved:- That the revised and updated Local Development Scheme be approved.

C197 LOCAL PLAN: PUBLIC CONSULTATION

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services which provided details of proposed public consultation on the Local Plan.

The consultation planned for summer 2013 would cover the detail by looking at potential development sites for housing, employment and retail around all the Borough's communities as set out in the draft Sites and Policies document.

The Local Plan Core Strategy set out the strategy of how much growth the Authority was proposing and where it should go. The detail would be covered in the Sites and Policies document and the public would be able to see the potential sites for future development. It would enable members of the public to give their views on which sites they felt should be developed and which should not. All the information would be publicised and made available at public drop-in sessions throughout the Borough, in Libraries and Customer Service Centres and via the Council website.

The sites would be taken forward in the Sites and Policies document which would be subject to further public consultation as it evolved and eventually submitted to Government. It would also contain development management policies to guide decisions on planning applications and would include designations to protect sensitive locations.

Resolved:- (1) That the draft Sites and Policies document be approved for public consultation.

(2) That the approach set out in the Local Plan Consultation and Engagement Action Plan summary, attached at Appendix 1 of the report submitted, be approved.

C198 SUBMISSION OF ROTHERHAM'S CORE STRATEGY

Councillor Smith, Cabinet Member for Regeneration and Development, introduced a report by the Strategic Director of Environment and

Development Services proposing the submission of Rotherham's Core Strategy to the Government.

The Publication Core Strategy had been subject to consultation between June and August, 2012. Following consideration of the consultation responses, further additional work to support submission had been undertaken including consultation on a number of Focussed Changes to the Core Strategy intended to improve the clarity and presentation.

Following the conclusion of the Focussed Changes consultation and revocation of the Regional Spatial Strategy, the Core Strategy was in a position for submission subject to the conclusion of the following key areas of work:-

- Completion of transport modelling work
- Completion of the Integrated Impact Assessment
- Completion of the Bassingthorpe Farm Concept Framework
- Negotiation to agree a Memorandum of Understanding with Sheffield City Council regarding Rotherham's housing target
- Completion of key supporting documents including Consultation Statement, Statement of Co-operation and relevant background papers

Once submitted, an Inspector would be appointed by the Planning Inspectorate to undertake examination of the Core Strategy. The examination hearings could take place in September, 2013, with a view to the Council receiving the Inspector's report before the end of the year.

The selection of sites to deliver the Core Strategy would be made through the Sites and Policies document which would also contain more detailed Development Management Policies. This would be subject to further public consultation beginning in May giving a further opportunity for Members, stakeholders and residents to have their say on which sites should be developed and the Policies to guide any new development.

Resolved:- (1) That the report and Schedule of Proposed Minor Amendments to the Core Strategy be noted.

(2) That Rotherham's Core Strategy be approved for submission to Government.

C199 CUSTOMER SERVICE CENTRES

Further to Minute No. 133 of 16th January, 2013, Councillor Rushforth, Cabinet Member for Culture and Tourism, introduced a report by the Strategic Director of Environment and Development Services, which set out the findings from the public consultation. A revised service offer was proposed that would ensure efficient and cost effective services could continue to be delivered in person in areas of need across the Borough.

The consultation showed that:-

- 51% of people who completed the consultation were happy being able to access Customer Services and Library services from the same building. Satisfaction with the proposed change was significantly higher from people within Mowbray Gardens Library and Wath Library communities, than from within Swinton and Dinnington communities
- 37% of people who completed the consultation were happy to pay using a cash payment machine. People had requested face to face support when making payments and they were keen to retain the social aspect of being able to talk to a person
- 44% of people who completed the consultation at Dinnington and Swinton were happy to have merged staffing. Many people who completed the consultation felt that 'library' staff would not have time to manage both services effectively
- 77% of people who completed the consultation were unhappy that Dinnington and Swinton would only be able to access customer service for 2 days a week. People who had completed the consultation had suggested their preferred days for the service to be delivered, which did not reflect the original proposal. These views had been reflected in the proposed new service model

The consultation had provided diverse customer views. Many were happy to be able to access additional services locally and saw the proposed changes as good economic sense and good utilisation of resources. It was clear that, particularly those over 65 years old, there was concern with regard to using technology to access services and that any move towards delivering services using new technology would need to be supported by staff members who the community knew and trusted.

To enable the delivery of increased levels of access in communities outside of the Customer Service Centres within current budget constraints, it was proposed that the 'in person' Customer Service delivery model be amended. It was proposed that customer be able to access specialist Council Services such as benefits or Council Tax advice from Swinton and Dinnington sites 'in person' for 2 days per week. Access to Council Tax or benefits advice outside those times could be obtained from public access free phones or by using the public access computers which were available in the Library. This would allow services to be offered from Wath and Mowbray Gardens for 1 day per week.

Access to services such as Housing, Blue Badge applications and fault reporting would be available as a drop-in service for 6 days a week during Library and Customer Service Centre opening hours.

Changes to the in-person customer contact service delivery model would realise savings of approximately £160,000 in 2013/14, £80,000 through

the merging of staffing structures at Swinton, Dinnington, Rawmarsh and Aston Customer Service Centres and Libraries and approximately £80,000 by implementing cash payment machines in Customer Service Centres. The changes would also allow the Council to deliver additional services at Wath and Mowbray Gardens at no additional costs. Refurbishment of Swinton and Dinnington Libraries would be managed within existing budgets.

Cabinet Members suggested that appropriate signage be placed on display to ensure members of the public were fully aware of the changes.

Resolved:- (1) That the results of the public consultation be noted.

(2) That the proposed changes to the Customer Contact Service delivery model, to be implemented across the Borough, be approved.

(3) That the opening hours and services delivered from Library and Customer Service Centres be reviewed after three months to ensure that they continued to meet customer needs.

C200 NON-DOMESTIC RATE DISCRETIONARY RELIEF POLICY

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Financial Services, which outlined the current provisions that gave the Council the discretion to grant discretionary Non-Domestic Rate Relief to ratepayers within the Borough and set out the criteria that would be used by the Council when considering future applications for relief.

From April, 2012, Section 69 of the Localism Act 2011 replaced the limited circumstances where the Council could grant discretionary rate relief. This extended the power to grant discounts beyond the discretionary rate provisions applied to registered charities, community amateur sports clubs and other sporting and non-profit making organisations.

Councils now had discretion to grant local discounts to reduce the Non-Domestic rates of any local ratepayer provided that it was satisfied that it was reasonable to do so having considered the interests of persons liable to pay the Council Tax it levied. Any local discounts granted under the new provisions would have to be fully funded by the Authority.

It was proposed that each application received under the provisions be considered on a case by case basis by the Cabinet based on a business case that set out the economic and other benefits in comparison with the potential lost business rates income.

The changes to the Local Government Finance Act 2012, meant that from 1st April, 2013, subject to some adjustments, the Council would retain 49% of the business rates income that it collected. Any subsequent award of rate relief would reduce the Council's business rates yield and,

therefore, result in a corresponding reduction in the income that was retained by the Council and would have a revenue budget implication.

Resolved:- That the Discretionary Relief Policy be approved.

C201 CAPITAL PROGRAMME MONITORING REPORT 2012/13 - 2015/16

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Financial Services, which provided details of the current forecast outturn for the 2012/13 programme and enabled the Council to review the Capital Programme for the financial years 2013/14 and 2014/15

In order to maintain the strategic link and make best use of the Capital resources available to the Council, it was important that the Programme was kept under regular review and, where necessary, revisions made. The Programme was initially reviewed in July, 2012, following the finalisation of the 2011/12 outturn Capital expenditure and financing and again in October, 2012. In addition, the 2013/14 to 2015/15 Programme was reviewed in February, 2013.

The review reflected the changes to the Council's Capital Investment Programme which were reflected in the Directorate summary table set out in the report. A detailed analysis of the Programme for each Directorate was also attached at Appendices 1 to 4 of the report submitted.

The Capital Programme was funded through a number of sources borrowing (both supported and unsupported), capital grants and contributions, revenue contributions and capital receipts. Any uncertainty over the funding of the Programme rested on confirmation that grants/contributions and capital receipts continued to be available in coming years. Where funding sources were volatile in nature the risks would be managed by continually keeping the programme under review.

Cabinet Members welcomed the investment in the Borough's infrastructure and in particular the Rotherham Townscapes Heritage Initiative.

(1) Resolved:- That the report be received and the contents noted.

(2) Recommended:- That the 2013/14 to 2015/16 Capital Programme be approved.

C202 STREET LIGHTING INVEST TO SAVE INITIATIVES

Councillor Smith, Cabinet Member for Regeneration and Development, introduced a report by the Strategic Director of Environment and Development Services regarding a proposed 'invest to save' initiative in street lighting.

As the decision required investment of over £500,000 it was a key decision.

As the use of LED technology was becoming more prevalent, there was an opportunity to utilise the technology to reduce the energy used in street lighting whilst providing quality lighting that may prove relatively maintenance free in the long term. Manufacturers were claiming that LED units should have a life span of around 20-25 years.

Initially two areas of investment were proposed:-

- Street lighting on main routes and conflict areas such as roundabouts, traffic controlled junctions and other major road junctions
- Street lighting on other arterial routes

The wholesale cost of buying electricity fluctuated significantly over the year thus making it difficult to predict future price changes. The effect of increases/decreases in energy costs had not been included in the financial modelling, however, the installation of more efficient lights would help improve the Council's overall position either by delivering cashable savings or by mitigating against the energy charges through 'avoided costs'.

Cabinet Members welcomed this initiative and the efficiencies that could be realised.

Resolved:- That the proposed Street Lighting 'invest to save' initiative be approved.

C203 AUTISTIC SPECTRUM DISORDER SCRUTINY REVIEW

Councillor Dalton, Chair of the Scrutiny Review, introduced a report which set out the findings and recommendations of the Scrutiny Review into Autistic Spectrum Disorder undertaken by the Health Select Commission.

The overall aim of the review was to achieve a better understanding of patterns of Autistic Spectrum Disorder (ASD) in Rotherham leading to the development of appropriate support and assistance to families affected by it. It had taken place in a climate of budget reductions and, therefore, also wanted to look at the potential for more effective use of existing resources.

The reviewed recognised that early intervention and prevention work was key for children with ASD and that mental health needs of children and adults with ASD could arise because of the lack of support. There was also a lack of clarity about where the lead of support laid and it was difficult for many parents to make sense of all the different agencies that were involved in the area of work. It was acknowledged that there had been significant progress made with the area of work and that this needed to continue with clear leadership and direction.

It was noted that all of the recommendations formed as part of the review were about more effective use of existing resources, achieving better value for money and becoming better organised in delivery of support. It was the view of the review group that there should not be a need for additional resources to implement the recommendations

Resolved:- (1) That all those involved with the Review be thanked for their involvement.

(2) That the Scrutiny Review of Autistic Spectrum Disorder and its recommendations be noted and a response be submitted within two months as outlined within the Council's Constitution.

(3) That the decision of Cabinet on the report, recommendations and proposed action be reported back to the Overview and Scrutiny Management Board in due course.

(4) That the review be considered by the Health and Wellbeing Board.

C204 GROUNDS MAINTENANCE SCRUTINY REVIEW

Councillor Read, Chairman of the Scrutiny Review, introduced a report which set out the Grounds Maintenance Scrutiny Review which was commissioned by the Improving Places Select Commission, which was a joint review between Members and Officers.

The agreed objectives of the review were:-

- To analyse the impact of budget cuts to the service.
- To ensure that risk and impact assessments have been fully considered and are in place for the future.
- To develop practical suggestions for improvement of the service within budget.
- To consider invest to save options.

An initial officer review was completed and was the focus of the early discussions held by the review group. This focused on Grounds Maintenance and looked at the areas of grass cutting, weed killing, shrub/flower beds and hedges and rural verges, considering each of the agreed objectives as listed above.

Members of the review group went to on to explore this paper in more detail and a key issue that arose was the integrated nature of the Grounds Maintenance Service and Street Cleansing services. For this reason, the review included issues and suggestions relating to both service areas.

Cabinet Members with relevant portfolios and other Ward Councillors were also consulted as part of the process. The resulting recommendations were specifically relating to each of these services, as

well as some more overarching and general recommendations. There were three main themes emerging from these findings:-

- Flexibility of resources.
- Local feedback and support.
- Information sharing.

Resolved:- (1) That all those involved with the Review be thanked for their involvement.

(2) That the Scrutiny Review of Grounds Maintenance and its recommendations be noted and a response be submitted within two months as outlined within the Council's Constitution.

(3) That the decision of Cabinet on the report, recommendations and proposed action be reported back to the Overview and Scrutiny Management Board in due course.

C205 ARE YOU READY

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a report by the Strategic Director of Children and Young People's Services which set out details relating to Rotherham Ready, which was a programme which had been integral to Children and Young People's Services since 2005.

Rotherham Ready had now reached the stage where a draft Business Transfer Agreement (BTA) between the Council and the social enterprise 'Are You Ready' had been produced via NESTA and received by Rotherham Metropolitan Borough Council Human Resources and Legal Teams who were currently considering the document.

Subject to the acceptance of the terms of the agreement by both parties 'Are You Ready' would commence trading independently of the Local Authority with effect from the 1st May, 2013.

Resolved:- That the Business Transfer Agreement to enable 'Are You Ready' to trade independently from the 1st May, 2013 be approved.

C206 0-25 HIGH NEEDS FUNDING BLOCK 2013/14

Councillor Lakin, Cabinet Member for Children's, Young People and Families Services, introduced a report by the Strategic Director of Children and Young People's Services which detailed the Department for Education's (DfE's) policy document 'School Funding Reform: Next steps to a fairer system' (June 2012) which announced that 2013-14 would see the first steps towards reforming the education funding system. The aim of these reforms was to create an education funding system that:-

- Would be responsive to student needs.
- Funded all education institutions on an equivalent basis.
- Brought together education funding for pre-16 and post-16 High Needs provision.

Chapter 3 of the School Funding Reform document set out the plans for reforming High Needs (HNs) funding for students aged 0-25 in early years, schools, further education and the independent and private sectors – referred to as the ‘place-plus’ approach – it was the Government’s intention that these new arrangements supported the Special Education Needs (SEN) reforms outlined in the ‘Support and Aspiration.’ Green Paper.

Consequently, the existing funding streams that supported high needs students would be brought together under a single High Needs Block within the Dedicated Schools Grant (DSG).

From April, 2013, Local Authorities (LAs) would inherit the funding (c£19.2m) responsibility from the Education Funding Agency (EFA) to support learners with high needs aged 0-25 years old. A condition by the Department for Education on Local Authorities in implementing these new arrangements was that they must treat those placed in mainstream and independent provision on a fair and equivalent basis.

Despite the measures, there was an estimated c£500k 2013-14 financial year pressure on the high needs block. The consequence of not addressing this would be a deficit into 2014-15, which would have implications on the affordability and sustainability of provision and services.

Cabinet Members were also informed of a Capital Growth Fund Grant that was available, which Local Authorities could bid into and the amount of work that was going to meet the needs of the these vulnerable children.

Resolved:- (1) That the likely funding pressures on the Local Authority in 2013-14 be noted.

(2) That the progress and next steps to reduce these pressures in 2013-14 and the preparations for 2014-15 be noted.

(3) That work would continue with schools and other partners to consider ways to manage this pressure within year.

C207 PROPOSAL TO MAKE A PRESCRIBED ALTERATION TO THE AGE RANGE AT TRINITY CROFT JUNIOR AND INFANT SCHOOL

Councillor Lakin, Cabinet Member for Children’s, Young People and Families Services, introduced a report by the Strategic Director of

Children and Young People's Services which detailed the prescribed alteration to the arrange range at Trinity Croft Junior and Infant School, which was currently a 4-11 age range school. The Governing Body at the school have proposed to change the use of the existing Foundation Unit from an FS2 class to an FS1/FS2 combined Foundation unit.

Where the age range of a school was to be changed this was classed as a prescribed alteration under the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007.

Following the pre-statutory consultation period on the proposals, this report sought approval to progress to the statutory consultation phase.

Resolved:- That the statutory consultation on the proposal take place and that a further report be submitted to the Cabinet with details of the outcome of the consultation.

C208 EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act (as amended March, 2006) (information relating to financial and business affairs of any particular person).

C209 COMMISSIONING EFFECTIVE TOBACCO CONTROL FOR ROTHERHAM

The Leader introduced a report by the Director of Public Health, which set out how the four South Yorkshire public health departments have completed a one-year project working with Sheffield University's School of Health and Related Research (SchARR) to use multi-criteria decision analysis (MCDA) to determine the correct balance of funding across the Tobacco Control Programme in order to deliver a reduction in smoking prevalence over a five year period, with a particular focus on the three Public Health outcomes framework indicators:-

- To reduce smoking prevalence among adults.
- To reduce smoking prevalence among 15 year olds.
- To reduce smoking prevalence among pregnant women.

The report outlined the proposals for future tobacco control commissioning emerging from this work demonstrating a shift away from treatment towards greater early intervention and prevention.

Cabinet Members sought clarification on the targeted groups and as to why these had been chosen.

Resolved:- (1) That the broad proposals for future commissioning of the tobacco control activity in the Borough be approved specifically relating to:-

- The need to give notice to our existing Stop Smoking providers during 2013
- Undertake a procurement exercise for a reduced cost, more targeted Stop Smoking Service (potentially a South Yorkshire-wide service) to start in April 2014.

C210 CAPITAL PROGRAMME - CAPITAL RECEIPTS UPDATE

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which highlighted changes to the forecast of capital receipts.

Almost £10m in capital receipts was generated in 2012/13.

The sales completed reflected a positive achievement by the Asset Management Service in the current economic conditions and represented a good contribution towards the current strategy of reducing costs through effective property rationalisation.

The financial information and risks and uncertainties associated with this update were set out in detail as part of the report.

Resolved:- That the position on the current status of the capital receipts be noted.

C211 RATIONALISATION OF PROPERTY ASSETS - FORMER NHS HEALTH CLINIC, LIBRARY, AND AREA OF GREENSPACE, WHEATLEY ROAD, KIMBERWORTH PARK, ROTHERHAM

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned property asset. The library was now vacant and surplus to the requirements of the Department of Planning, Regeneration and Cultural Services. The former NHS clinic (now owned by the Council) and area of greenspace have already been declared surplus to the requirements of the Department of Audit and Asset Management and the Department of Housing and Neighbourhoods.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That declaration of the library being surplus to requirements be approved.

(2) That the Director of Audit and Asset Management be authorised to market the asset on the basis set out in Option 2 of the report.

(3) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(4) That the Director of Legal and Democratic Services completes the necessary documentation.

C212 RATIONALISATION OF THE PROPERTY PORTFOLIO: FORMER MALTBY CRAGS NURSERY SITE, WALTERS ROAD, MALTBY

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned property asset which was surplus to the requirements of the Department of Audit and Asset Management.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be authorised to market the asset on the basis set out in Option 2 of the report. If, however, Option 2 could not be pursued then revert to dispose of the asset as outlined in Option 3.

(2) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(3) That the Director of Legal and Democratic Services completes the necessary documentation.

C213 RATIONALISATION OF THE PROPERTY PORTFOLIO: 118, FERHAM ROAD, MASBROUGH

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned property asset which was surplus to the requirements of the Department of Audit and Asset Management.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be authorised to market the asset on the basis set out in Option 2 of the report.

(2) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(3) That the Director of Legal and Democratic Services completes the necessary documentation.

C214 RATIONALISATION OF THE PROPERTY PORTFOLIO: KIRK HOUSE, BROWNING ROAD, HERRINGTHORPE

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned asset, which was vacant and surplus to the requirements of the Department of Health and Wellbeing.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be authorised to market the asset on the basis set out in Option 3 of the report.

(2) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(3) That the Director of Legal and Democratic Services completes the necessary documentation.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Annual Council Meeting
2.	Date:	17th May 2013
3.	Title:	Constitution, Scheme of Delegation for Members and Officers and Standing Orders
4.	Directorate:	Resources

5. Summary

The Council's Constitution includes the Scheme of Delegation for Members and Officers and Standing Orders. These are reviewed annually and it is proposed to make certain changes as set out in the report.

Changes to the Scheme as regards executive functions may be made by the Leader, and will be reported to all members. A hard copy of the amended Scheme of Delegation and Standing Orders will be available at the meeting and also on the Council's website at the Local Democracy page, under the Council Constitution.

6. Recommendations

That the amendments to the Constitution, including the Scheme of Delegation for Members and Officers for 2013 / 14 and to Standing Orders be approved.

7. Proposals and Details

The Constitution

Minor clerical changes have been made throughout including changes to reflect new job titles.

Scheme of Delegation for Members and Officers

Appendix 9 to the Council's Constitution sets out the Council's Scheme of Delegation for Members and Officers.

The Council is required annually to approve the Scheme of Delegation in respect of non-executive functions such as planning and licensing.

Under the "Strong" Leader and Cabinet Model adopted by the Council, the Leader is responsible for the delegation of executive functions. The Leader may discharge such functions, or may arrange for them to be discharged by the Cabinet, a Cabinet Member, a Committee of the Cabinet, an Area Assembly Co-ordinating Group, an officer or by joint arrangements.

The Scheme of Delegation has been prepared on the basis that there will be no changes to previous arrangements as regards the allocation of executive functions, except for those of a clerical nature and those which reflect organisational changes within the Council. The Leader may make a statement at the meeting as to any further amendments to be made to the scheme as regards executive functions. Any future changes will be notified to all Members of the Council directly they are made, formally reported to the next meeting of the Council and included in the Council's Scheme.

Changes have also been made to the Scheme of Delegation and Standing Orders to reflect:-

- the introduction of the Sheffield City Region;
- changes to officer delegation within directorates;
- the change in the description of a key decision as introduced by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012;
- an additional authorisation for court representation;
- the Terms of Reference of the Standards Committee have been amended to reflect the changes in the Localism Act 2011;
- ending of RBT arrangement;
- the withdrawal of the answering of public questions at the Annual Council meeting, as it is primarily ceremonial in nature;
- the regularisation of the appeals in respect of market licensing;
- the inclusion of the powers of the Health and Wellbeing Board and appropriate delegation to the Director of Public Health;
- an increase the authorised expenditure of the Director of Human Resources to £750,000 to enable the ordering of vehicles in accordance with the Council's Salary Sacrifice Scheme; and
- the renewal of support and maintenance contracts to be made within 5 years of the original contract without a tendering exercise and such contracts to be authorised by a director.

Meeting Frequency

To assist in facilitating meetings with a reduction in accommodation and fewer staff the frequency of meetings has been changed.

Cabinet will meet on a three-weekly cycle rather than fortnightly; all Cabinet Member meetings will be monthly; the Overview and Scrutiny Management Board will meet monthly rather than fortnightly and the Audit Committee will meet every 6 weeks rather than monthly.

All other meetings frequency remains unchanged. There is the ability to call urgent meetings should they be required.

8. Finance

The reduction in meeting frequency will enable staff resources to assist with other duties.

9. Risks and Uncertainties

An annual review of the Council's constitutional documentation helps to enhance robust and procedurally correct decision making.

10. Policy and Performance Agenda Implications

There is a need for sound corporate governance and open and transparent decision making, which is assisted by clear constitutional documentation and in particular delegation arrangements.

11. Background Papers and Consultation

The Council's Constitution

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