

## **CABINET MEMBER FOR REGENERATION AND DEVELOPMENT SERVICES**

**Venue: \*Meeting Room 2,  
3rd Floor, Bailey House,  
Rawmarsh Road,  
Rotherham. S60 1TD**

**Date: Monday, 13th October, 2008**

**Time: \*10.15 a.m.**

\*please note the meeting room location and the change of start time for this meeting.

### **A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested, in accordance with the Local Government Act 1972 (as amended March 2006).
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Minutes of a meeting of the Cabinet Member for Regeneration and Development Services held on 1st September, 2008.
  - for signature by the Cabinet Member(See Orange Book Delegated Powers – Schedule of Decisions – 4<sup>th</sup> July to 19<sup>th</sup> September, 2008)
4. Minutes of a meeting of the Tourism Panel held on 15th September, 2008. (copy attached) (Pages 1 - 7)
  - to receive the minutes.
5. Minutes of a meeting of the RMBC Tourism Forum held on 18th September, 2008. (copy attached) (Pages 8 - 15)
  - to receive the minutes.
6. Minutes of a meeting of the Local Development Framework Members' Steering Group held on 19th September, 2008. (copy attached) (Pages 16 - 19)
  - to note the work in progress, and receive the minutes.
7. Minutes of a meeting of the RMBC Transport Liaison Group held on 22nd September, 2008. (copy attached) (Pages 20 - 25)
  - to receive the minutes.
8. Conferences/Seminars. (report attached) (Pages 26 - 27)
  - to consider attendance.
9. Rotherham Town Centre: Interim Planning Statement. (report attached) (Pages 28 - 31)  
Ryan Shepherd, to report.
  - to authorise adoption of the Interim Planning Statement.

10. Proposed extension to Rotherham Town Centre Conservation Area to include Doncaster Gate. (report attached) (Pages 32 - 34)  
Peter Thornborrow, Conservation & Urban Design Officer, to report.
  - to consider the proposed extension to the Town Centre Conservation Area.
11. Petition - Parking on Byrley Road, Kimberworth. (report attached) (Pages 35 - 38)  
Ken Wheat, Transportation Unit Manager, to report.
  - to receive the petition and correspondence and consider the outline investigations.
12. The signalisation of Ravenfield Crossroads. (report attached) (Pages 39 - 41)  
Richard Baker, Senior Technician, to report.
  - to update the Cabinet Member on further investigation into signalisation.
13. Town Centre Parking Issues. (report attached) (Pages 42 - 44)  
Ken Wheat, Transportation Unit Manager, to report.
  - to report on the results of a public consultation exercise with regards to conversion of existing loading bays to shared use, together with reporting receipt of an objection to the introduction of on street parking on Hall Street and the receipt of a petition regarding proposed changes to the taxi rank on Main Street Rotherham.
14. Bus Stop Accessibility Improvements - Rotherham to Dearne Key Routes. (report attached) (Pages 45 - 47)  
Ken Wheat, Transportation Unit Manager, to report.
  - to report and consider objections to bus stop improvements.
15. Town Centre Spaces - Interim Policy Update (Pages 48 - 53)  
Bernadette Rushton, Assistant Town Centre Manager, to report.
  - to consider the update.
16. EXCLUSION OF THE PRESS AND PUBLIC  
The following items are likely to be considered in the absence of the press and public as being exempt under those Paragraphs, indicated below, of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006).
17. Petition Alleging the Misuse of Eastwood South Residents' Parking Permits. (report attached) (Pages 54 - 58)  
Ken Wheat, Transportation Unit Manager, to report.
  - to report receipt of the petition and seek authority to investigate.  
(Exempt under Paragraphs 2 & 3 of the Act – identify of individuals/business/financial affairs)
18. Brookfield Park Phase 2. (report attached) (Pages 59 - 61)  
Tim Devine, Development Surveyor, to report.
  - to consider the lifting of the restrictive covenant.  
(Exempt under Paragraph 3 of the Act – business/financial affairs)

**TOURISM PANEL  
MONDAY, 15TH SEPTEMBER, 2008**

Present:- Councillor Smith (in the Chair); Councillors Boyes.

together with:-

Joanne Edley	Tourism Manager
Marie Hayes	Events and Promotions Service Manager
Michelle Mellor	Tourism Officer
Dawn Campbell	Events and Promotions Officer
Matthew Beck	Chief Executive MAGNA
Richard Jones	Chief Executive Yorkshire South Tourism
Natalie Haynes	Holiday Inn
Julie Williamson	Dearne Valley College
Apologies were received from:-	
Councillor Austen	
Councillor Littleboy	
Councillor Walker	
Tom Waldron-Lynch	Hellaby Hall Hotel
Bernard Jones	South Yorkshire Transport Museum
Lizzi Alageswaran	Principal Officer, Community Arts
Keith Ayling	Chesterfield Canal Partnership

**24. APPOINTMENT OF CHAIRMAN**

Those present considered the appointment of a Chairman.

Agreed:- That Councillor Smith be appointed Chairman of this Panel for 2008/2009.

**25. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH JULY, 2008**

Consideration was given to the minutes of the previous meeting held on 14<sup>th</sup> July, 2008.

Resolved:- That the minutes be agreed as an accurate record.

**26. MATTERS ARISING**

The following issues were reported:-

- (i) "Love Music – Hate Racism" event at Magna

Matthew Beck reported that this had been a successful event with 4,000 tickets sold.

(ii) Rotherham Show

Marie Hayes reported on the success of the Show despite the inclement weather with over 45,000 visitors.

(iii) Steelos

Matthew Beck requested more information from Lizzi Alageswaran.

(Councillor Boyes declared a personal interest in the above item)

## 27. YORKSHIRE SOUTH TOURISM UPDATE

Richard Jones, Chief Executive of Yorkshire South Tourism, reported on the following:-

- 16<sup>th</sup> September – Event UK Business Tourism Conference Exhibition in Birmingham – 10 stands from partners
- 24<sup>th</sup> September – International Group Leisure Show – Rotherham staff involved
- SPJ Insurance Brokers – featuring MAGNA
- 400 Media packs issued – 20 responses received
- Article in the Essex Chronicle
- Value of the press coverage since April 2008 – in the region of £2.2m (not including any on-line)
- Up date of Website – 2 million hits which showed that the US was the top source country
- Visitor Guide had recently been published
- Winter newsletter to be published shortly
- Business Tourism Ambassador Scheme:- this had been launched at the University of Sheffield and with the Doncaster Chamber. It was planned to be launched with Doncaster College in October, to be followed by RCAT and Rotherham Chamber on 10<sup>th</sup> November. Currently a 135 people were involved. Dearne Valley College would be involved at Stage 3.
- 2009 Triathlon Event – an approach had already been made by the

organisers to hold the event at Rother Valley Country Park again and this had been agreed in principle. Reference was made to the value of the press coverage this year's event received.

- Steelo's – a meeting took place recently with the BBC about the Worsbrough Mystery Play Cycle and the opportunity was also used to discuss the Steelo's project. A further meeting had been arranged with a Commissioning Editor for BBC 4 Satellite Service who would like to look at the Steelo's project with a view to filming performances and with a possible repeat on BBC 2. Further discussions were needed with Lizzi Alageswaran.

The Chairman thanked Richard for his update and the excellent news reported.

## **28. ITEMS RAISED BY INDUSTRY REPRESENTATIVES**

Matthew Beck reported on an offer of free training for the hospitality sector which was being made within South Yorkshire.

He reported that he had registered 24 staff from MAGNA including front of house, catering, shop and enabling staff on Customer Care training next week. The training was for 4 weeks over a period of 2 months. There was further management training also offered.

Agreed: That the Carlton Park Hotel is to be informed of the availability of this training.

## **29. ROTHERHAM WALKING FESTIVAL SURVEY FINDINGS**

Consideration was given to a report, presented by Michelle Mellor, Tourism Officer, detailing the results of the evaluation of the Walking Festival 2008.

Reference was made to new walk routes and initiatives introduced this year e.g. Boats and Boots.

The following statistics were noted:-

52% response from participants (48% chose not to complete the survey)

How customers found out about the walks:- 62% from the brochure; 3% from the press; 3% from the website; 10% from the Visitor Centre and 21% from other sources

Origin of participants:- 64% from Rotherham area; 26% from South Yorkshire; 5% from other areas (4% did not respond). People from other areas had travelled from Derbyshire, Lancashire, Manchester, Nottinghamshire, Liverpool and Gloucester.

64% had attended a previous Walking Festival; 33% had not. (3% did not respond)

95% indicated they would take part in a 2009 Festival

90% said their walk was good or better; 65% excellent ; 34% good (1% did not respond)

A higher number of participants were female

8% were disabled

35% were aged between 50 to 64 years; 27% 65+; 18% 45 to 54; 9% 35 to 44; 4% 25 to 34; 2% under 25

91% were White British, White Irish or Other White background

1% from Indian and Pakistani origin

(8% did not respond)

It was emphasised that the Festival was financed from existing budgets, with walks lead by Volunteer Leaders, and some Officers from the Rights of Way and Green Spaces Units of the Council. The Events and Promotions Team had provided First Aid staff.

Also as part of the Walking Festival collections had been made which had raised £280 for the Mayor's Charity and arrangements had been made for a cheque to be presented to the Mayor on 30<sup>th</sup> September.

It was noted that 2009 would be the 10<sup>th</sup> Anniversary of the Festival.

Reference was made to the amount of publicity received from the event and the need to evaluation this.

Agreed:- (1) That the report be received.

(2) That the 2009 Walking Festival be supported.

(3) That an evaluation of the value of the publicity received on the Walking Festival be undertaken and a report submitted to a future meeting of the Panel.

### **30. HERITAGE OPEN DAYS - 11TH TO 14TH SEPTEMBER, 2008**

Joanne Edley, Tourism Manager, reported that this was the first time that the Council had supported this event.

The Panel was provided with a copy of a leaflet which had been produced to promote the event which included 20 attractions in Rotherham which had been open to the public over the weekend.

The event had included:-

- Sheffield canal boat trips
- Ferham House
- Whiston Parish Church
- Provision of free transport from Meadowhall to the South Yorkshire Transport Museum
- Guided tours from Rotherham Minster
- Staffing of the Chapel of Our Lady on the Bridge

It was reported that over 500 people had taken part.

Reference was made to TV coverage, especially the Chapel on the bridge which was chosen for the launch for the weekend in Yorkshire by English Heritage.

It was reported that the event was considered excellent value for money.

Matthew Beck reported that MAGNA had also been involved for the first time and had provided free steel tours of which attended by 98 people.

Members of the Panel also discussed the following:-

- Links to the Town Hall Open Day with the possibility of opening on two separate days in 2009
- Museum
- Transport around the town e.g. a land train

Agreed:- That the success of the event be noted.

### **31. LOCAL RESIDENTS' CAMPAIGN**

Joanne Edley, Tourism Manager, reported on a proposal to make discount vouchers available for November for local attractions and accommodation sector for the period when they were not normally busy.

It was proposed that the vouchers would be printed within a leaflet. This was being done in conjunction with Rotherham Advertiser. Attraction that had currently expressed an interest included MAGNA, Super Bowl, Virtual Ice, Grange Park Golf Course. It was likely that the vouchers would be 2 for 1 or a discount on accommodation.

The campaign would be assessed and if successful it would be re-run in the Spring 2009.

Matthew Beck reported that MAGNA at Christmas time would be offering that every child visiting Magna would be free.

Agreed: That the initiatives be welcomed.

### **32. ROTHERHAM IN BLOOM**

Michelle Mellor, Assistant Tourism Officer, reported on the results of Rotherham in Bloom 2008.

It was explained that the scheme comprised the following categories:-

- Faith buildings
- Tourism businesses
- Town Centre
- Villages
- Parish Councils

The Awards Ceremony was scheduled for 23<sup>rd</sup> September, 2008.

A general comment was made about other sites around the Borough which were not being planted or well maintained.

Agreed:- That full details of the winners , together with an evaluation of the competition, be reported to the next meeting of the Tourism Panel.

### **33. ANY OTHER BUSINESS**

The following issues were reported:-

- (i) Tourism Update

Joanne Edley, Tourism Manager, reported on:-

- Updating and completion of the Rotherham Visitor Economy Plan
- New tourism developments
- Quality Standards
- Visitor Centre activity
- Promotional activity
- Guides produced
- Heritage Open Day
- Local Residents' Campaign
- Walking Festival
- Signage
- Tourism Information Points
- Tourism Forum planned meetings
- Rotherham in Bloom
- Rotherham's input to Yorkshire South Tourism
- Advice and guidance provided to other service areas
- Exhibition stands
- International links
- Proposed work, including a town centre trail leaflet; joint work with Barnsley
- Buy Local – list of local providers; reference was made to a group of local artists based at Swinton Lock Activity centre



(ii) Town Centre Events

Dawn Campbell, Events and Promotions Officer, reported on the following:-

- Last Night of the Proms
- Cultural Olympiad – 26<sup>th</sup> & 27<sup>th</sup> September, 2008 – including ceramics workshops and activities; music and dance; bands and choirs

A full report would be submitted to the Town Centre Events Group.

**34. DATE, TIME AND VENUE FOR THE NEXT MEETING**

It was reported that the proposed date of the next meeting of the Tourism Panel clashed with the Co-ordinating Group of Rother Valley West and would affect Members' attendance.

Agreed: That future meetings dates be identified and discussed with the Chair of the Tourism Panel and members of the Panel be notified of the proposed date for the next meeting.

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**TOURISM FORUM**  
**Thursday, 18th September, 2008**

Present:-

Lynda Baker	The Old Police House
David Bliss	Rotherham Minster
Brij Chaggar	Rotherham Chamber
Joanne Edley	Tourism Manager, RMBC
Steve Griffiths	RCAT
Natalie Haynes	Holiday Inn
Anne Hicks	Rotherham Minster
Michelle Mellor	Tourism Officer, RMBC
Peter Keary	Best Western Elton Hotel
Brian King	Rotherham Civic Society
Vicky Martin	Aston Hotel Rotherham Sheffield
Stuart Reaney	Chesterfield Canal Partnership
Grace Rogerson	Dearne Valley College
Tom Waldron-Lynch	Hellaby Hall Hotel
Kevin Saville	Carlton Park Hotel
Mark Scott	Principal Officer Theatre & Arts, RMBC
Richard Swann	Woodsetts Parish Council
Patricia Wade	Aston-cum-Aughton Parish Council
Caroline Wilson	Yorkshire South Tourism
Lesley ???	Aston Hotel Rotherham Sheffield

Apologies were received from:-

Mr. A. D. Airey	Wentworth Garden Centre
John Andrews	New Life Christian Centre
Anthony Barber-Lomax	Fitzwilliam Wentworth Estates
Matthew Beck	MAGNA
Carol Bowser	Windthrop Park
Sam Brooks	Laughton Parish Council
Krys Craik	South Yorkshire Forest Partnership
Mr. M. Godfrey	Wath Golf Club
Elaine Humphries	Friends of Clifton Park
David Hunton	Wentworth Parish Council
Nicky Holt	Rotherham Advertiser
Pat Muffett	Whiston Parish Council
Bernard Jones	South Yorkshire Transport Museum
Jane Powell	John Powell Travel
Mr. & Mrs. J. Savage	Stonecroft
Bret Ainsworth	Delinquent Dogs

**98. TOUR OF HOTEL AND FACILITIES**

Vicky Martin and staff of Aston Hotel gave a guided tour of the hotel and its facilities.

**99. WELCOME AND INTRODUCTIONS**

Joanne Edley, Tourism Manager RMBC, thanked everyone for attending the Forum and introductions were made.

**100. UPDATE OF THE REVIEW OF TOURISM DELIVERY**

Joanne Edley, Tourism Manager, gave an update and summary of a report which had been completed in June 2008 to recommend a number of items to the Department of Culture Media and Sport regarding the review of tourism and the delivery by VisitBritain. Handouts highlighting the main issues were distributed (copy attached to the minutes).

Reference was made to the various assessment methods used to value how much the visitor economy in Rotherham was worth, and their varying results,

Concern was expressed that 80% of employers in the sector did not know how to access funding/training etc to support staff. It was reported that MAGNA was offering some free training. Members of the Forum agreed that ways of providing this information, and of contacting members, needed to be explored.

**101. CHANGES TO THE THEATRES AND ARTS WITHIN ROTHERHAM**

Mark Scott, Principal Officer, Theatre and Arts, updated members of the Forum about the changes that were happening to the theatres and arts within the Borough.

He explained that as part of the regeneration of the town centre the Central Library and Arts Centre would be lost. In the interim the Civic Theatre would be used.

It was planned that there would be a new theatre within the town centre as part of the Cultural Quarter. The new facility would comprise 2 theatres (a main house and a studio), library, archives, art gallery, café etc on the waterfront.

Reference was made to the fact that the Civic Theatre was very much community based and thus unique.

In the meantime alternative ways of providing access to theatre and the arts were being explored e.g. outdoor theatre, use of other venues.

Any members of the Forum that could offer a venue were asked to contact Mark (Mark Scott, Principal Officer, Theatres and Arts; ☎ 01709 823641 or email: [mark.scott@rotherham.gov.uk](mailto:mark.scott@rotherham.gov.uk))

**102. ROTHERHAM TOURISM SERVICE RE-STRUCTURE AND UPDATE**

Joanne Edley, Tourism Manager RMBC, explained to Members the restructuring of the Rotherham Tourism Service. The Service had been merged into the Events and Promotions Team. Day to day management of the Visitor Centre had been taken over by Janet Fletcher, Assistant Events & Promotions Service Manager, with Joanne maintaining a strategic overview of tourism.

Staff included:-

Visitor Centre Assistants:- Jayne Solitt, Sarah Watson, Sandra Ibbotson and

Laura Houlton

Tourism Officer:- Michelle Mellor (due to commence maternity leave 16th October, 2008)

### 103. ROTHERHAM TOURISM UPDATE

Joanne Edley, Tourism Manager RMBC, provided an update on what had been happening since April, 2008.

Accommodation establishments:- 2 new ones had been set up – The Old Police House and Aston Hotel.

YES project at Pithouse West, Rother Valley Country Park:- had been given the go ahead.

New businesses:- 3 more had been set up.

Quality Assessments:- 3 grants had been issued

International Links Committee:- Rotherham was twinned with St. Quentin, in NE France; The Leader and Chief Executive headed up the Committee, which developed links to schools, clubs, and a leading supermarket to exchange information etc Representatives from St. Quentin had a stand at the recent Rotherham Show, and Rotherham had been asked to do something similar in St. Quentin.

Promotional activity - update:-

- A new visitor and accommodation guide had been published
- Food Guide for South Yorkshire - from Business Link
- South Yorkshire Attractions Guide – SEE

Access Guide:- it was reported that this was out of date and needed to be updated. Members of the Forum would receive their existing sheets back for updating. Forms were available for new members should they wish to be included.

Heritage Open Days:- the Tourism Service had promoted this event for the 1<sup>st</sup> time this year and produced a leaflet, including over 20 attractions.

The open days were also advertised via the website. Feedback had been very positive and it was considered very good value for money for the investment made. David Bliss and Anne Hicks added that from the Minster's point of view the event had been a great success and reported that the Chapel on the Bridge had been used as the venue for the Yorkshire launch.

Local Residents' Campaign:- it was explained that this initiative aimed to encourage people, their friends and relatives, to visit local attractions during the off-peak time in November. To date 7 attractions and 4 accommodation providers had expressed an interest. Discount vouchers and 2 for 1 offers would be included in a leaflet which would be included in the new Community Newspaper and in Rotherham Advertiser.

Walking Festival:- it was reported that over 1,000 people took part. Results from the customer satisfaction survey showed that 95% of participants thought the event was excellent.

Signage:- 4 tourist information points were found in storage and needed locating. One had been agreed with the owner to be located at Parkgate.

Rotherham in Bloom:- judging was now complete and a presentation event hosted by the Mayor was to be held on 23<sup>rd</sup> September.

Events and Exhibitions:-

- Group Travel Exhibition with YST
- Production of a new attractions guide with YST
- Domestic campaign for the UK and for the overseas market with YST
- Business tourism with YST
- Thorpe Salvin Garden Trail – presence to promote other venues
- Rother Valley Country Park:- Triathlon and Party in the Park
- Rotherham Show
- Together with working with the Events and Promotions team on overnight packages

Visitor Centre – update:-

- footfall to date had been 32,496 with 68,000 target
- BABA – 18 had been booked since April
- Mystery Shopper – overall YTB result 93% and VisitBritain 90%
- Merchandise at the Visitor Centre now included Rae Jewellery, recipe greeting cards
- Databox had also been installed so the Visitor Centre was able to sell theatre tickets

Joanne Edley would check the retail policy to see if establishments could purchase items at a discount.

#### **104. DISCUSSION ON LOCAL PRODUCTS/PRODUCE/DELICIOUSLY YORKSHIRE**

Joanne Edley, Tourism Manager RMBC, explained the idea of compiling a data base of local produce, local suppliers and local services which establishments could use as they were seen as key to supporting the local economy. Reference was made to the Council's Buy Local Scheme. It was thought that Rotherham Chamber could play a major role in developing the idea.

Merchandise at the Visitor Centre now included Rae jewellery, recipe greeting cards. Databox had also been installed so the Visitor Centre was able to selling theatre tickets

Also Swinton Lock Activity Centre provided a base for 14 local artists and crafts people whose works were for sale.

Reference was made to Tony's Riverside Butcher and to products available at Wentworth Craft Centre.

Copies of the Good Food Directory produced by Business Link were distributed.

Reference was also made to:-

- Deliciously Yorkshire Campaign which related to locally sourcing breakfast items.
- Oldcoates Eggs
- Wickersley Honey
- Wentworth Beer
- Yorkshire Crisps
- Farmers' Markets
- Oakwood Beer Festival
- Use of Allotments
- Yorkshire Cheese (from Ilkley)
- Doncaster Fish Market

## **105. NEWS/INFORMATION ITEMS FROM FORUM MEMBERS**

Members of the Forum referred to:-

(i) Rotherham Minster, Chapel on the Bridge - Heritage Open days  
Anne Hicks referred to valuable training for volunteers provided at Source to assist with work to package their attraction.

Reference was made to:-

- Back to Church Sundays
- Rotherham Minster – "jewel of the town"
- Background and brief history of Rotherham Churches Tourism Initiative
- Family history society
- Archives and genealogy

## (ii) Chesterfield Canal Partnership

Stuart Reaney reported that the Partnership was planning a major event for 23<sup>rd</sup> to 25<sup>th</sup> May, 2009 at Kiveton Waters with a campaign/rally of the Inland Waterways authority.

## (iii) Elton Hotel

Peter Keary reported that the hotel had applied for Green Tourism Award.

## (iv) The Old Police House, Upper Haugh

Lynda Baker thanked the Tourism staff for their help in setting up her self catering accommodation at Upper Haugh

## (v) Magna

Joanne Edley reported that representatives from Magna were attending the Sheffield Hospitality Awards and that Magna had been entered for the White Rose Awards

## (vi) Carlton Park

Kevin Saville reported that the hotel was likely to remain closed until January 2009 whilst under going a major refurbishment. Staff training was on-going.

Joanne Edley and Kevin Saville agreed to compile a training programme including visits to attractions.

## (vii) Tourism representatives to the Council's Tourism Panel

Joanne reminded Forum Members of the Tourism representatives to the Council's Tourism Panel (contact details attached).

**106. YORKSHIRE SOUTH TOURISM - UPDATE**

Caroline Wilson, Yorkshire South Tourism, Partnerships Manager, gave a PowerPoint presentation on the Yorkshire Visitor Survey 2008/2009 – Summary results May to August 2008.

Caroline explained that this was a region wide Visitor Survey and was being carried out by QA Research. The survey would involve 10,000 face to face interviews to be carried out May 2008 to April 2009 re: perceptions of the area; why visitors come; what they spend; why they might come back; and 500 interviews in the Rotherham area plus a supplementary on-line survey.

The Method – Sample for Yorkshire South involved 875 in South Yorkshire which equalled 22% of those throughout Yorkshire

The Profile of Type of Visitors showed that of those surveyed 84% were day visitors and this was higher for Yorkshire South than most other areas. 6% stayed in accommodation in Yorkshire area or with friends or relatives

Size of the party/group type:- this averaged = 3.5 people for Yorkshire South, of which a large proportion (34%) were family groups. Other areas averaged approx. 25%. It was noted that the location of surveys had included Canon Hall and Magna.

Sources of information:- the categories of previous experience; local knowledge; recommendation were strong influences. Use of the Internet and websites was also increasing.

How had people booked – sources of information:- statistics were showing 21% booked directly with the provider and 21% via the internet and 29% via accommodation provider website. This statistic was showing how important it was for establishments to keep their websites up to date.

Type of Overnight stay:- most people stayed in hotel accommodation. Of interest was 9% who stayed in a caravan or camping. It was thought these people were staying on the edge of the Peak District.

Rating of Accommodation:- most stayed in 3\* or 4\* accommodation emphasising the need for accommodation to be QA'd

Likelihood of return in the next 2 years/recommendation: for Yorkshire South this was 91%

Aspects most enjoyed: 10% said scenery/countryside

Summary conclusions:-

- A higher proportion of older age groups were attracted to the region compared to the UK average.
- **Yorkshire South attracted higher proportions of day visitors (84%) and family groups (34%).**
- A higher proportion of day visitors (64%) than the UK average were attracted to the region. There is economic potential to increase overnight stays in other areas.
- Sources of information tended to be based on previous experience and recommendation. However the internet was seen as an important source for first-time visitors and overseas visitors. **A large proportion of staying paid accommodation visitors used the internet to book online (33%).**
- High satisfaction levels were achieved for the majority of product areas. Overall satisfaction levels remain high for overall impression and accommodation.

Full results could be found on [www.yorkshiretouristboard.net/research](http://www.yorkshiretouristboard.net/research)

It was interesting to note that very few people obtained their information from visitor guides and that more people were using the internet. This statistic was suggesting that money was better spent on ITC rather than



on producing and distributing guides etc. Economic information to be gleaned from this survey would feed into the new Economic Model.

Forum Members commented on:-

- increasing use of e-newsletters and on-line booking
- visitor information at Woodall Services on the M1

Caroline explained the advantages of establishments having their details in the Yorkshire South database.

#### **107. DATE, TIME AND VENUE FOR NEXT MEETING**

Joanne Edley, Tourism Manager, explained that the next meeting would be held jointly with Barnsley partners in January, 2009.

Preliminary arrangements had been made as follows:-

DATE: Tuesday, 27th January 2009  
TIME: 4pm - 6pm  
VENUE: Lu Corum

Forum Members were invited to submit items for the agenda to Joanne.

**ROTHERHAM LOCAL DEVELOPMENT FRAMEWORK STEERING GROUP -  
19/09/08**

**ROTHERHAM LOCAL DEVELOPMENT FRAMEWORK STEERING GROUP  
Friday, 19th September, 2008**

Present:- Councillor Smith (in the Chair);

together with:-

Councillor D. Pickering  
Councillor B. Dodson

Chair, Planning Board  
Vice-Chair, Planning Board

Councillor License  
Councillor J. Swift  
Councillor B. Cutts  
Councillor J. Turner  
and

Ward No. 16 (Swinton)  
Ward No. 11 (Rother Vale)  
Ward No. 5 (Hellaby)  
Ward No. 5 (Hellaby)

Councillor G. Whelbourn

Chair, Performance and Scrutiny  
Overview Committee

Councillor H. Jack

Chair, Adult Services and Health  
Scrutiny Panel

Councillor R. McNeely

Chair, Sustainable Communities  
Scrutiny Panel

and the following officers:-

Gordon Smith  
Paul Gibson  
Phil Turnidge

Quality & Design Co-ordinator  
Senior Transportation Officer  
Local Development Framework  
Manager

Noel Bell  
Helen Sleigh  
Ken Macdonald  
Andy Duncan  
Alan Bamforth  
Andrew Mcgarrigle  
Sophie Elsworth  
Faith Mpofo

Assistant Planner  
Senior Planner  
Solicitor, Legal Services  
Strategic Policy Team Leader  
Planner  
Project Officer  
Observer (Jacobs Consultant)  
Observer (student Sheffield University)

Apologies were received from:-

Councillor A. Rushforth  
Adrien Gabriel  
Neil Finney  
Bronwen Peace  
Paul Woodcock

Waste Strategy Manager  
Business Support Technician  
Planning Manager  
Director of Planning & Regeneration

**17. MINUTES OF THE PREVIOUS MEETING HELD ON 21ST JULY, 2008**

Consideration was given to the minutes of the previous meeting held on

21<sup>st</sup> July, 2008.

Resolved:- That the minutes be approved as a correct record.

**18. MATTERS ARISING**

There were no matters arising from the previous minutes.

**19. TOWN CENTRE RESIDENTIAL STRATEGY**

Gordon Smith, Quality and Design Co-ordinator, Neighbourhood Investment Team, presented a report relating to the commissioning of Knight Frank Residential Research to advise a medium to long term approach to realising the ambition and potential in Rotherham for building a new population base in the town centre, taking account of Housing Market Renewal funding opportunities and market conditions.

However, it was pointed out that in the course of this commission the residential market nationwide had been exposed to a downturn in investor sentiment, the effects of which were as yet unknown. It was considered that the long term prospects for residential development of the Town Centre remained good but continuing public sector enabling investment was likely to be a pre-requisite for the foreseeable future.

The report outlined a phasing programme based on site potential which would form part of the evidence base to assist in preparing the Local Development Framework Core Strategy and Site Allocation development plan documents.

Members' attention was drawn to Stage 3, detailed in the report, which set out 10 over-riding development principles that it was considered underpinned the long term residential strategy. Reference was made to the summary of findings and to the SWOT analysis that had been carried out to identify strengths, weaknesses and opportunities, noting that public sector intervention was needed to pump prime development.

Phil Turnidge, Local Development Framework Manager, commented on the value of the current Town Centre Interim Planning Statement in identifying sites for housing in the town centre, and sites for other appropriate uses, which in turn would enable housing figures to be included in the LDF work.

Members referred to the cost of the Town Centre Strategic Development Framework update Interim Planning Statement, resources and time that had been involved.

It was noted that the full findings would be available in the Members' Room at the Town Hall.

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

**20. POWERPOINT PRESENTATION - GROWTH POINT**

Phil Turnidge, Local Development Framework Manager, gave a PowerPoint presentation about South Yorkshire's submission for Growth Point status.

The presentation referred to:-

- context
- initial expression of interest submitted October 2007
- Rotherham's contribution
- confirmation of South Yorkshire Growth Point and funding available
- programme of Development Requirements
- Growth Point/LDF tensions
- housing requirements
- LDF establishing potential housing capacity
- LDF site allocations DPD preliminary residential and mixed use sites
- indicative housing growth for the LDF period to 2026
- indicative Spatial Distribution – Growth Point period 2008 to 2016/17
- indicative Spatial Distribution – Growth Point period 2016/17 to 2026
- possible Community Infrastructure Fund bids
- caveats

Members raised the following issues and officers provided responses:-

- Did the CIF money have to be spent by 2011 or just committed?
- How much would the four local authorities receive?
- What % would Rotherham receive?
- Impact on the environment for those already living in the urban areas of the large amount of properties proposed to be built
- Did the utility companies have capacity and forwards plans to co-incide with these proposals?
- What was the definition of "units"?
- Densities
- Consideration of the wider needs of local residents

**21. ROTHERHAM LDF ALLOCATIONS DEVELOPMENT PLAN  
DOCUMENT SETTLEMENT SURVEYS**

Preliminary settlement surveys were undertaken in consultation with the Ward Members regarding the following settlement groupings:-

- Bramley and Wickersley
- Thurcroft
- Swinton and Kilnhurst

Resolved: That the position, and the continuing development work, be noted.

**22. ANY OTHER BUSINESS**

There were no further items of business.

**23. DATE, TIME AND VENUE OF NEXT MEETING**

Resolved:- That the next meeting of the Local Development Framework Members' Steering group be held on FRIDAY, 17<sup>th</sup> OCTOBER, 2008 at 10 a.m. at the Town Hall, Moorgate Street, Rotherham.

1F

**RMBC TRANSPORT LIAISON GROUP  
Monday, 22nd September, 2008**

Present:- Councillor R. S. Russell (in the Chair); Councillors Barron, Dodson, Goulty, Hodgkiss, Littleboy, McNeely, Swift, Whysall and Wootton.

Present:-

Stephen Hewitson	Rotherham Community Transport
Shayne Howarth	Stagecoach Yorkshire
Gary Nolan	Stagecoach East Midlands
Gillian Palmer	SYPTE
Richard Simons	First

and

Paul Gibson	Senior Transportation Officer, RMBC
Darren Smithson	Area Partnership Manager, RMBC
Pauline Walker	Neighbourhoods and Adult Services, Group Manager, RMBC
Joanne Wehrle	Chief Executive's Department, RMBC

**10. WELCOME AND INTRODUCTIONS**

The Chairman welcomed those present and introductions were made.

**11. APOLOGIES FOR ABSENCE**

Apologies for absence were received from:-

Councillor Austen	
Councillor Falvey	
Councillor Parker	
Councillor Whelbourn	
Councillor Smith	
Pam Horner	SYPTE
Stuart Rands	Stagecoach East Midlands
David Stevenson	Stagecoach East Midlands

**12. MINUTES OF THE PREVIOUS MEETING HELD ON 23RD JUNE, 2008**

The minutes of the previous meeting held on 23<sup>rd</sup> June, 2008 were noted.

**13. MATTERS ARISING FROM THE PREVIOUS MINUTES**

(i) Stagecoach East Midlands

It was reported there were issues again at the Dinnington Interchange

now that the nights were becoming darker with thugs throwing stones and bread trays at the buses.

- (ii) Treeton to Sheffield - missing early morning service

Richard Simons promised to look into this.

- (iii) Low floor services Kimberworth Service 39

It was confirmed that services between Kimberworth, Rockingham and Wingfield were all now low floor services.

#### 14. **UPDATES FROM THE TRANSPORT OPERATORS**

##### **(i) First**

Richard Simons reported that there were no plans for changes to services for the rest of 2008. There had been very small adjustments to timetables to improve punctuality.

From October buses through Treeton would link the new road and Front Street.

##### **(ii) Rotherham Community Transport**

Stephen Hewitson reported on the following:-

Rural Community Transport Services:-

Community Links workers had been invited to Rother Valley South Area Assembly and they had also been liaising with Parish Councils in that area. Work continued to look at the situation with the PTE rural team. However, it had not been possible to identify continued revenue funding for services in south Rotherham from April 2009.

Shopper Mobility:-

There had been discussions with RAIN about working jointly about a similar project. There was a possibility of some LTP budget to provide capital support. However it had not been possible to secure revenue funding to support that.

Demand on the Service from Colleges:-

The Service was experiencing pressure on the Dial a Ride capacity at peak times. This service was over booked and the resources were not meeting needs.

Community Transport in South Yorkshire:-

There had been discussions about changing the fares during October but no final figures could be reported.

**(iii) SYPTE**

Gillian Palmer updated on:-

The refurbishment of the Rotherham Railway station:-

Public consultation about the design had now been completed. The project was not in the detailed design stage and an exhibition was proposed in All Saints Square in October.

Bus Rapid Transit:-

Public consultation on that project would start this week. Consultation was being conducted using telephone lines, website, information in libraries and leaflets. The consultation would run for 6 weeks.

The comment was made that this would not be advantageous for many residents were not on the route.

Replacement Bus Shelters:-

It was explained that usually shelters were replaced quickly to ensure public safety. After 5 times of being vandalised they were replaced with Perspex ones.

**(iv) Stagecoach Yorkshire**

Shayne Howarth reported there were very few changes planned to the end of the year.

There would be minor changes to Service 200 to take in more of the Brampton area. There would be an extra journey on Service 218 at 11.15 p.m. on the Mexborough, Kilnhurst and Rawmarsh route.

**15. TRANSPORT ISSUES - WENTWORTH VALLEY AND WENTWORTH SOUTH**

Darren Smithson, Area Partnership Manager, reported on transport issues which had emerged from Area Assemblies producing their Area Plans.

3 main issues had been identified:-

- (i) road safety:- e.g. Ravenfield primary school located on a stretch of road with a 40mph speed limit which residents were concerned about.
- (ii) Congestion:- particularly in the Parkgate/Rawmarsh areas
- (iii) Transport links and community transport:- e.g. access to



Rawmarsh Service Centre by people living in Dalton. Also issues about cuts in the Community Transport budget leaving people feeling isolated. There were also issues about linking localities directly to the main jobs areas

Other issues which had been raised included the road side scene, noise, traffic pollution, vandalism to bus shelters.

It was proposed that all the issues from the Area Plans would be pulled into one report to given an overall Borough wide picture.

He added that the Area Assemblies were working to devise and introduce a pilot reporting scheme.

Members commented on:-

- the importance of transport links in rural area
- isolation
- Sheffield postal code
- need for a Rotherham identity
- consultation with people with disabilities
- Eeffect of post office closures
- services suitable for wheelchair users
- services to link to retail outlets
- geographical location of certain settlements in terms of the transport provider's operating system

## **16. NEIGHBOURHOODS AND ADULT SERVICES - IN-HOUSE PASSENGER TRANSPORT**

Pauline Walker, Group Manager Central Services, Neighbourhoods and Adult Services, reported on the service provided as follows:-

The Transport Service was committed to:-

- ensuring the provision of high quality transport services
- promoting the well-being and Health & Safety of the customer.
- regarding every person receiving a service as a valued customer
- treating each customer with Dignity & Respect

Transport Services operate from a modern central depot & provides a service 365 days per year.

Within any one week Transport has a direct impact upon the lives of approximately 5,000 persons of all ages & disabilities across the whole Borough.

All Passenger Vehicles are totally accessible i.e. low floor, ramps or lifts.

The Transport Service provides:-

- 156,000 Meals on Wheels delivered per year
- 40,300 bags of laundry collected per year
- 4,160 courier collections per year
- 78,000 passenger journeys per year  
(This excludes the contract for School Meals)

Partners include:-

- Health:- providing transport for interim care patients back home; collection and delivery of laundry for Breathing Space, and some catering
- Education: delivery of school meals contract
- Scope:- day services
- Learning Disability Services
- Physical & Sensory Disability Services
- Mental Health
- Environment and Development Services
- Community Meals:- lunchtimes and evenings
- Laundry Services
- Domiciliary Services:- physical support and care
- Rothercare / Wardens
- Rotherham Hospice:- collection and delivery of laundry

The Transport Service provides:-

- a high Quality Professional Service
- consultation with our customers:-
- staff training programme:- e.g. Midas, safeguarding adults, vehicle defects, equipment and 1stAid
- Elected Member transport, including transport for overseas visitors

The Service was also involved in Emergency Planning:- e.g. Floods; Evacuations due to Fires: Evacuation of Residential Homes: Food provision & supplies; links to Health.

The Service was the holder of Charter Mark Accreditation since 2005 & the Customer Excellence award in 2008.

The Service had a good relationship with Rotherham Community Transport and worked within its budget.

## **17. THE RURAL STRATEGY - TRANSPORT ISSUES**

Joanne Wehrle, Principal Officer International and Regional Affairs, reported that although the Rural Strategy had been produced about 2 years ago further consultation work was needed.

It was explained that the chapter on Transport made reference to:-

- providing and promoting affordable transport links
- increasing the number of people using public transport
- providing access to jobs and services
- road safety
- congestion
- heavy traffic through villages
- falling bus patronage
- access to transport links re: communities and housing
- lowering speed limits on rural roads/dangerous bends
- provision of services in the past using Rural Bus Challenge funding
- lack of resources to progress the Strategy

Various traffic schemes have been implemented such as lowering speed limits on rural roads and bend warning signage. In the past Rotherham had been successful in securing Rural Bus Challenge funding which had supported the Rother Ride service but, as discussed earlier, this funding had now come to an end and the service could be lost. The Wheels to Work scheme is available to young people across the Borough, including in rural areas.

A lack of resources in the Chief Executive's Directorate means that there is currently no one available to progress the Strategy and champion rural issues.

**18. ANY OTHER BUSINESS**

There were no other items of business.

**19. DATE, TIME AND VENUE FOR THE NEXT MEETING**

Agreed: That the next meeting of the Transport Liaison Panel be held as follows:-

DATE: MONDAY, 1<sup>ST</sup> DECEMBER, 2008  
VENUE: ROTHERHAM INTERCHANGE  
TIME: 10.30 A.M. – TOUR  
11.00 A.M. – MEETING - in the Interchange  
Conference Room

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET MEMBER</b>
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**1. MEETING:- CABINET MEMBER FOR REGENERATION AND DEVELOPMENT SERVICES – DELEGATED POWERS**

**2. MEETING DATE:- 13th OCTOBER, 2008**

**3. CONFERENCES**

The Cabinet Member is asked to consider attendance at the following:-

TRA - New workshops for Planning/DC Committees:-

'Good Practice for Planning/Development Control Committees', in York on 8th & 9th December, 2008.

Full details are attached.

**4. RECOMMENDATION**

**That the attendance of two Elected Members at the above be approved.**

## **New workshops for Planning/DC Committees**

**<<http://www.tra-ltd.co.uk/news>> - 05/09/08**

Following on from the success of our workshop for Planning Committee Chairs and Portfolio Holders which has run several times over the past couple of years, TRA has developed a [short series of workshops for these key councillors](http://www.tra-ltd.co.uk/training/programmes/22) [<<http://www.tra-ltd.co.uk/training/programmes/22>>](http://www.tra-ltd.co.uk/training/programmes/22). The first of these, entitled 'Good Practice for Planning/Development Control Committees', is running in York on 8 & 9 December 2008.

The way in which Planning Committees operate is highly sensitive since even quite minor procedural deficiencies can raise the possibility of decisions being challenged, and/or referred to Local Government Ombudsman and Standards Boards. Also it is not made easier by the fact that practice and procedures vary widely and are not subject to clear cut rules. The workshop aims to develop and disseminate best practice in this respect. It will draw on TRA's vast experience of training, advising and observing Planning/Development Control Committees.

Publicity leaflets are currently being circulated to our usual mailing contacts. [Further details](http://www.tra-ltd.co.uk/training/events/285) [<<http://www.tra-ltd.co.uk/training/events/285>>](http://www.tra-ltd.co.uk/training/events/285) and a booking form can also be found on our website. Provisional bookings can be made by telephone or via the [provisional bookings](http://www.tra-ltd.co.uk/training/bookings) [<<http://www.tra-ltd.co.uk/training/bookings>>](http://www.tra-ltd.co.uk/training/bookings) page of our website.

Three other workshops are being developed and will run in York and Cambridge in 2009 (dates to be announced shortly). These will focus on:

- **the interface between the Cabinet/Executive, the Planning Committee, and the planning system**
- **effective planning enforcement and compliance**
- **planning obligations/funding community needs.**

## **Contact Information**

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<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	Cabinet Member for Regeneration and Development Services
<b>2.</b>	<b>Date:</b>	13 October 2008
<b>3.</b>	<b>Title:</b>	Rotherham Town Centre Strategic Development Framework: Interim Planning Statement
<b>4.</b>	<b>Programme Area:</b>	Forward Planning, Environment & Development Services

**5. Summary**

A final Interim Planning Statement for Rotherham Town Centre has been produced taking account of comments received during consultation on the draft version. This report seeks authorisation to adopt the final document as an Interim Planning Statement.

**6. Recommendations**

**That Cabinet Member resolves:**

- I. To approve adoption of the Interim Planning Statement which can then be taken into account when determining planning applications**
- II. That the Interim Planning Statement will form part of the Local Development Framework evidence base**
- III. To refer this report to Planning Board for information.**

## 7. Proposals and Details

### **Consultation**

At the meeting of 21st April 2008 Cabinet Member approved public consultation on the draft Rotherham Town Centre Interim Planning Statement (minute number 246). This document is intended to update the Strategic Development Framework produced in 2005 to reflect new information, analysis and progress with the Renaissance programme.

Consultation took place between 4<sup>th</sup> May and 6<sup>th</sup> June 2008 in line with the approved consultation statement. As a result representations have been received from thirty two individuals and stakeholders both externally and from within the Council. Comments were also collated from a number of workshops.

In brief, comments covered a range of issues from technical and site specific issues to more general considerations, including:

- Government Office raised concerns about the weight and status of Interim Planning Statements and that the document is addressing issues that ought to be considered as part of LDF Development Plan Document preparation.
- Site specific comments relating to development principles and guidance for developers
- Broader comments relating to acceptable uses for sites (although it should be noted that it is beyond the scope of the document to re-allocate sites)
- The Environment Agency raised concerns regarding the approach to flood risk
- Points were raised regarding the need for detailed analysis / consideration of site-specific options
- Comments on the Sustainability Appraisal highlighted a number of shortcomings. Whilst it is not considered that these affect the overall conclusions of the Appraisal, it is acknowledged that these should be addressed as part of Sustainability Appraisal of Local Development Framework documents which this Interim Planning Statement will inform.

The detailed consideration of comments and proposed changes to the Interim Planning Statement is set out in a Consultation and Feedback Report. Due to the size of this document it is not included here, but along with an amended final Interim Planning Statement, will be available in the Members Room from 6<sup>th</sup> October. These documents are also available on the intranet in the Planning and Regeneration document library.

### ***Main changes to the Interim Planning Statement***

Main proposed changes to the document include:

- A scaled back approach to dealing with flood risk. This still seeks to help implement the Flood Alleviation Scheme, but acknowledges the Environment Agency concerns that this does not negate the need for developers to undertake the sequential and exception tests as set out in PPS25.
- Amendments to site development principles
- Updates / corrections to text including aligning the town centre vision with that in the Draft Community Strategy, and taking account of newly published Regional Spatial Strategy and national Planning Policy.

- Clarification of the status of the document and how it is intended to inform Local Development Framework (LDF) preparation.

This report now seeks authorisation for the Council to adopt the document as an Interim Planning Statement which can be taken into account when determining planning applications.

### ***Weight and status***

New Planning Policy Statement 12 (published June 2008) points out that Local Planning Authorities should not produce planning guidance other than Supplementary Planning Documents (SPD) where the guidance is intended to be used in decision making or the co-ordination of development. However SPD preparation is currently constrained by the absence of appropriate saved Unitary Development Plan policies and suitable Local Development Framework policies have yet to be prepared and adopted. Considerable resources have been expended on consultation and drafting of the Interim Planning Statement and it would not be appropriate for it to be abandoned. Whilst acknowledging that it does not carry the full weight of adopted SPD it is proposed that the document be adopted as an Interim Planning Statement which can be taken into account when determining planning applications.

Preparation and consultation has been undertaken in line with the requirements for Supplementary Planning Documents set out in national Planning Policy and relevant Regulations in anticipation of it being converted to SPD once suitable LDF policy linkage becomes available. It is also understood that enactment of the Planning Bill in early 2009 may enable preparation of SPD directly linked to policies in the Regional Spatial Strategy which now forms part of Rotherham's statutory Development Plan. This may create an earlier opportunity to convert this Interim Planning Statement into SPD linked to Policy SY1B4 of Regional Spatial Strategy.

It is also proposed that the Interim Planning Statement forms part of the LDF evidence base with key issues and site allocation options carried forward into current preparatory work on the Regulation 25 stage of the LDF Allocations Development Plan Document and the emergent LDF Core Strategy. These documents will allow for more detailed consideration of a number of the issues identified by consultees.

Pending adoption of the Core Strategy and Allocations Development Plan Documents, the Interim Planning Statement will provide an updated planning context and material planning consideration (albeit without the full weight of adopted SPD) for consideration of planning applications that are to come forward under the Renaissance Town initiative in the interim.

### **8. Finance**

Adoption as an Interim Planning Statement will incur only minor financial cost to the Council related to making copies of the document available to the public. It is envisaged these can be covered from the existing forward planning budget.



## 9. Risks and Uncertainties

The Interim Planning Statement is intended for use in informing planning decisions. Whilst this report acknowledges that it does not carry the full weight of adopted SPD following the introduction of new Planning Policy Statement 12, a failure to adopt the document or utilise it as part of the LDF evidence base will limit the potential to influence development and to assist in supporting the Rotherham Renaissance aspirations.

## 10. Policy and Performance Agenda Implications

The update of the Strategic Development Framework supports the aims of:

- Rotherham Community Strategy
- The Rotherham Economic Plan
- the ongoing Rotherham Renaissance programme
- the delivery of the objectives of the South Yorkshire Housing Market Renewal Pathfinder.

It contributes to the following Strategic and Cross Cutting Themes:

- Rotherham Achieving –developing Rotherham town centre as a destination providing a mixed economy of specialist and quality shops, markets, housing and cultural life for all age groups,
- Rotherham Alive – assists aspirations to further improve cultural and leisure facilities, including a new central library, theatre and art gallery.
- Rotherham Safe - reinforces the town centre's role as a place for urban living in attractive environments.
- Rotherham Proud – promotes strong and cohesive communities and develops strong relationships between people of different backgrounds.
- Rotherham Fairness – promotes equality in terms of choice and opportunities.
- Rotherham Sustainable Development – maintains sustainable development.

## 11. Background Papers and Consultation

Available in Members' Room from 6<sup>th</sup> October:

- Interim Planning Statement (final version)
- Consultation and Adoption Statement including the Feedback Report (a summary and consideration of comments received)
- Sustainability Appraisal

The documents are also available on the intranet in the Planning and Regeneration document library (under Rotherham town centre IPS).

**Contact Name** : *Ryan Shepherd, Senior Planner, Ext.3888,  
ryan.shepherd@rotherham.gov.uk*

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Regeneration and Development Services – Delegated Powers</b>
<b>2.</b>	<b>Date:</b>	<b>13 October 2008</b>
<b>3.</b>	<b>Title:</b>	<b>The proposed extension of the Rotherham Town Centre Conservation Area to include Doncaster Gate</b>
<b>4.</b>	<b>Directorate:</b>	Environment and Development Services

### 5. Summary

The Rotherham Town Centre Conservation Area was last appraised in 2005/2006 (with a public consultation period that finished on 25<sup>th</sup> May, 2006) as part of the submission to the Heritage Lottery Fund for a Townscape Initiative. The forthcoming departure of the NHS Drop-in Centre from the Doncaster Gate Hospital, to the new building nearing completion at the rear of Bailey House, has brought pressure from members of the public and amenity groups for the Planning Department to designate Doncaster Gate as a conservation area amid fears for the demolition of the hospital, or parts of it, thus affording the historic original part of the hospital and its attractive landscape setting some protection from demolition and insensitive alteration. During the Summer of 2008 the Council's Conservation and Urban Design Officer, with the help of the Assistant Conservation Officer, both surveyed the area and conducted research into its history and buildings, to consider if the area merited conservation area status, and to produce a map with a defined boundary. The above officers (Conservation Section of Forward Planning) were of the view that the area merited conservation area status, and also agreed the line of a proposed boundary producing at an early stage a map with photographs identifying the principal buildings; subsequently an appraisal document has also been produced. The Conservation Section is of the opinion that the most appropriate mechanism for designation is to extend the existing Rotherham Town Centre conservation Area that this area immediately abuts, rather than create a separate conservation area.

Rotherham District currently has 26 conservation areas. This proposal will not create a new additional conservation area, but will form an extension to the existing Rotherham Town Centre Conservation Area.

### 6. Recommendations

**That the Cabinet Member authorises the proposed extension of the Rotherham Town Centre Conservation Area to include the buildings fronting Doncaster Gate up to the junction with Clifton Lane as defined by the boundary shown on the accompanying map. That the Conservation Section goes forward with this proposal and initiate a public consultation exercise prior to adoption and formal advertising of the extension in the London Gazette and in the local press.**

## 7. Proposals and Details

The council has the powers under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to designate any “areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance”. This committee over the last three years has approved both an extension to an existing conservation area, and the designation of a new conservation area, both due to development pressures on the historic environment. These include an extension of the boundary of the Wath-upon-Dearne Conservation Area, north of Barnsley Road, that was approved on 14<sup>th</sup> November 2005 (without going to public consultation), and the Doncaster Road (Eastwood) Conservation Area, approved on June 5<sup>th</sup> 2006, and subsequently formally designated.

**History:** Doncaster Road is an ancient thoroughfare where about half a mile from Rotherham town centre a few large mansion houses were built on either side of the road during the late 18<sup>th</sup> century; Clifton House in 1783, and Eastwood House in 1784 following the sale of land by Lord Howard of Effingham, the Lord of the Manor of Rotherham to Samuel Walker and Co. Subsequently in the mid 19<sup>th</sup> century it was further developed with other large villas and terraced houses, this area forming the basis for the Doncaster Road Conservation Area. Closer to town the Doncaster Gate area runs steeply down hill to a road junction with Wellgate and College Street in the town centre. It is an area of distinct character due to the sharp fall in the ground providing significant views of the parish church, Rotherham Minster, framed by a row of trees to the front of the hospital site. The proposed extension of the conservation area covers 1.9 Hectares (4.7 Acres) and has a mix of building types including shops and offices and rows of terraced houses all constructed during the 2<sup>nd</sup> half of the 19<sup>th</sup> century and into the early 20<sup>th</sup> century. Within this proposed envelope of land there remain no residential properties; these have all been converted to office use occupied by either solicitors or accountants, with some being taken over by ancillary medical uses associated with Doncaster Gate Hospital that was completed in 1870 being built in a striking Tudor Revival style with stone mullioned windows. The original hospital building was extended with an east wing in the 1920s and again with a west wing in the early 1950s and remained the principal hospital serving the Rotherham area until the construction of the District General on Moorgate in the 1970s; it remains the most significant architecturally designed building within the proposed extension of the conservation area.

Other buildings of interest include the former Rotherham Conservative Club, an Edwardian brick building with a prominent curved corner, and the former Congregational Church (opened in 1867) a quite large Gothic Revival building with gables and tracery windows. In 1957 Rotherham Education Committee bought the church converting it into the Civic Theatre (opened 1960), utilising the Sunday School for changing rooms; in 1993 an extension was added on to its road side front elevation for the entrance to the Theatre Bar. The other significant change (already mentioned) was the encroachment of business use into what was originally a residential district, with on the north side of the road groups of terraced properties, but with larger detached and semi-detached villa properties built on the south side of the road that

**Character of the Area:** The area is now characterised by a mix of stone and brick properties that add to its interest, with both terraced houses and larger villa properties that follow a similar building line with small gardens and some attractive trees and bushes. Within the proposed boundary there are no specific Tree Preservation Orders and designation as a conservation area will better protect a number of significant trees, including an Ash tree, a Red Horse Chestnut, and a Lime tree.

## **8. Finance**

The only financial implications for the Council inherent within these proposals will be the cost of the public consultation exercise and advertising the designated conservation area extension in the local and national press, following national guidance on the creation of conservation areas.

## **9. Risks and Uncertainties**

If the area is not designated as a conservation area the council will find it increasingly difficult to resist the pressures for change including the demolition of all or parts of the hospital building that will be imminently vacated to occupy a new home in the not too distant future. One of the significant aspects of the Doncaster Gate road are its high quality boundary walls built of sandstone of varying heights, some of these being survivals of earlier field enclosure walls; such walls are often under threat of demolition to provide off-street parking. Given designation the council can seek the retention of boundary walls and the existing buildings that will need Conservation Area Consent for demolition, thus ensuring more appropriate and sensitive development schemes.

## **10. Policy and Performance Agenda Implications**

The document supports initiatives for regeneration and sustainability through the retention of dwellings and other larger buildings, together with aspects of their gardens and tree-lined boundaries.

## **11. Background Papers and Consultation**

- Initial Map produced showing the proposed boundary of the extension to the Rotherham Town Centre Conservation Area, identifying the Doncaster Gate area, and illustrated with photographs of the principal buildings
- Copies of the historic Ordnance Survey maps showing how the area developed.
- Copy of the Draft Doncaster Gate Conservation Area Appraisal

## **12. Contact Name:**

**Originating Officer:** - Peter Thornborrow, Conservation & Urban Design Officer, Ext. 3811 e-mail: [peter.thornborrow@rotherham.gov.uk](mailto:peter.thornborrow@rotherham.gov.uk)

**Divisional Manager:** - Phil Turnidge, LDF Manager, Forward Planning, Ext. 3888 e-mail: [phil.turnidge@rotherham.gov](mailto:phil.turnidge@rotherham.gov).

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Regeneration and Development Services</b>
<b>2.</b>	<b>Date:</b>	<b>13th October 2008</b>
<b>3.</b>	<b>Title:</b>	<b>Petition regarding parking on Byrley Road, Kimberworth Park. Ward 21 Wingfield.</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

To report the receipt of a 58 signature petition and 1 associated piece of correspondence regarding parking problems on Byrley Road, Kimberworth Park requesting that a grassed verge/banking to be turned into resident parking and outline our investigations into this issue.

**6. Recommendations**

**Cabinet Member resolve that:-**

- a) **The petition to request that the green verge on Byrley Road be hardened and turned into a parking area for residents not be acceded to;**
- b) **The lead petitioner be informed of the decision and the reasons why**
- c) **Ward Members are informed accordingly.**

## **7. Proposals and Details**

Residents of Byrley Road have raised concerns about parking issues on their street, submitting a 58 signature petition regarding two specific issues (a copy of this petition is attached as appendix 1). Firstly not being able to park close to their properties due to the grass verge/banking that stretches between house numbers 10 and 22 and secondly an issue surrounding road safety. (A plan indicating Byrley Road and the green verge is attached as appendix 2).

The second issue is linked to the first as residents cannot find a space close enough to their property other than on the grass verge or on the road, specifically on and around the bend of the road. The residents claim that vehicles parked at this point cause a “complete blind spot” for drivers and pedestrians alike. Very few of the properties surrounding this location have driveways and were built with little or no regard for the possible future effects of traffic and parking, creating a greater demand for parking on street.

The residents of Byrley Road have therefore requested that the grass verge/banking be hardened and turned into parking spaces thus giving residents access to closer parking near their properties and alleviating the problem of vehicles parking on the road. However the on street parking in this location slows vehicle speeds and although visibility is limited, the volume of traffic using this road is not significant, with the majority of drivers likely to be local residents. For these reasons we do not consider that this is a particular road safety concern.

Nevertheless, funding does not exist within the Local Transport Plan for the creation of resident parking spaces by verge hardening. Costs for this project could be met by the residents applying to Rotherham North Area Assembly’s devolved budget; however it is highly likely that the whole of this budget would be used up on this one single project and at the present time the budget has already been allocated to other projects within the Rotherham North Area. Due to these budget implications, although we will ask for this scheme to be considered by the Rotherham North Area Assembly, at the present time there are no resources available to investigate the matter further.

## **8. Finance**

If no action is taken there are no financial implications associated with this report.

## **9. Risks and Uncertainties**

The Planning and Regeneration Service may continue to receive requests for verge hardening and resident parking bays on this road.

## **10. Policy and Performance Agenda Implications**

None

## **11. Background Papers and Consultation**

Ward Members have been consulted; all are broadly supporting the petition

A copy of the petition is attached as Appendix A.



**Contact Name:** *Marc Hill, Traffic Liaison Officer, Ext. 2814,  
marc.hill@rotherham.gov.uk*

PETITION FOR BYRLEY ROAD For Off  
ROAD PARKING

We are setting up a petition as the residents are kicking off about a patch of grass banking which is unused and especially at the weekend where there is no room for parking. We are having cars parking on the grass banking, between 5pm and 8am Monday to Sunday as there is no parking spaces and residents are having to park on Leybourne road. The car's which are parked up on the corner of Byrley Road are making it a blind spot for other drivers and people wishing to cross the road. Does it have to take someone to get hurt for the problem to be solved, many residents have said "how close they have come to having an accident and how worried they are for this situation". We think as residents that the cars which are parked on the grass banking and the corner of Byrley Road is causing a complete blind spot and one day is going to cause a bad accident and is endangering many lives (**adults and children alike**). As it stands football is not allowed on the grass banking so in the simplest of terms its just a patch of land doing nothing only getting churned up by people parking there cars and kids playing football on it. If this petition gets granted it would give residents peace of mind to be able to park up outside or near there own propeties and by taking the congestion off the street, It would also ensure more safety for residents and visitors. The next problem is that vans and lorrys are coming up and down the steet for no reason using it as a short cut and are having to mount the public footpath because they are to big to get up and down the street, also a question has been raised how would emergency services ie fire engines get up or down the street if there was ever a fire. As a friendly and quiet street we would like this request to go ahead as all of us agree with the issues raised on this petition as it cannot afford to be ignored because we are putting our lives in danger.

NAME

ADDRESS

- |  |                           |
|--|---------------------------|
| 1. MARK TURNER   | 244 KIMBERWORTH PARK ROAD |
| 2. Helen Ablewhite<br>(H. Ablewhite)   | 8, byrley road.           |
| 3. Joe Ablewhite<br>J. Ablewhite   | 8, byrley road.           |
| 4. Lionel Ablewhite<br>L. Ablewhite  | 8, byrley road            |
| 5. J mckenney<br><del>J mckenney</del>   | 16 Byrley Rd              |
| 6. D Mckenney  | 16 Byrley Rd.             |
| 7. S. HORNOR   | 12, Byrley RD.            |
| 8.  | 24 Byrley RD              |
| 9.  | 18 BYRLEY RD              |
| 10. E. Seaman  | 18. BYRLEY RD.            |



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<p><b>Title</b></p> <p>Byrley Road, Kimberworth Park</p>	
<p><b>Dwg. No.</b></p> <p>Appendix 2</p>	<p><b>Scales (if A4)</b></p> <p>1:1000</p>
<p><b>Drawn</b></p> <p>PH</p>	<p><b>Date</b></p> <p>Sep 08</p>
<p><b>Chd. by</b></p> <p>T F-S</p>	
<p><b>Client:</b></p> <p>Rotherham Metropolitan Borough Council                  Environment &amp; Development Services                  Bailey House, Rawmarsh Road,                  Rotherham S60 1TD</p>	
<p><b>Rotherham Metropolitan Borough Council</b>                  Environment &amp; Development Services</p>	
<p><b>Strategic Director:</b>                  Karl Batterbury Bsc (Hons) MIPPL MRPPI</p>	



**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

1.	<b>Meeting:</b>	<b>Regeneration and Development Service Matters</b>
2.	<b>Date:</b>	<b>13th October 2008</b>
3.	<b>Title:</b>	<b>The improvements to the B6093 Ravenfield Crossroads.</b>
4.	<b>Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

An update on the further investigation into signalling Ravenfield crossroads and seeking approval for implementation of this scheme.

**6. Recommendations**

**Cabinet Member is asked to approve the improvements to Ravenfield Crossroads as shown on drawing no: 122/B6093.013-2 and authorise detailed design and implementation as part of the Local Transport Plan Capital Programme 2008/09 & 2009/10**

## **7. Proposals and Details**

'Ravenfield Crossroads' is the junction of B6093 Moor Lane and Holling's Lane/ Braithwell Road east of Rotherham.

The report presented on 21<sup>st</sup> April 2008 (*Assessment of the current and future operation of Ravenfield Crossroads including recommendations for improvement*) recommended that a signalised junction would be the best option to improve the operation and safety of the existing priority crossroads. It was resolved and recorded in Cabinet Member for Regeneration and Development Services 2008 Minute 251 that a signalised junction be identified as the preferred option and be progressed to detailed design for inclusion in the 2008/09 Local Transport Plan Programme.

The report also indicated that it may be possible to incorporate pedestrian facilities as part of the signalisation but that this needed to be investigated further. Subsequent further modelling and analysis of pedestrian demand data has been undertaken to predict how the junction would operate should a pedestrian stage be included as part of the junction operation. This analysis has shown that there is sufficient capacity within the modelled traffic signal operation that vehicle and pedestrian needs can both be accommodated without severe detriment to each other. Therefore, it is proposed that the signalisation of this junction should include controlled pedestrian facilities.

The design to be implemented will be based upon drawing no:122/B6093.013-2 (appendix A) but may be subject to minor amendment as part of the ongoing detailed construction design. This change to the junction operation should help make the existing priority crossroads safer, relieve the frustration that many drivers are currently experiencing and provide proper pedestrian crossing facilities.

## **8. Finance**

This junction has been identified for improvement in the Local Transport Plan Capital Programme. Funding for improvements, provisionally estimated at £150,000, is to be funded from LTP Integrated Transport Budgets.

## **9. Risks and Uncertainties**

A lack of controlled pedestrian crossing facilities as part of the signalisation of this junction would mean that a barrier to pedestrian movement would remain.

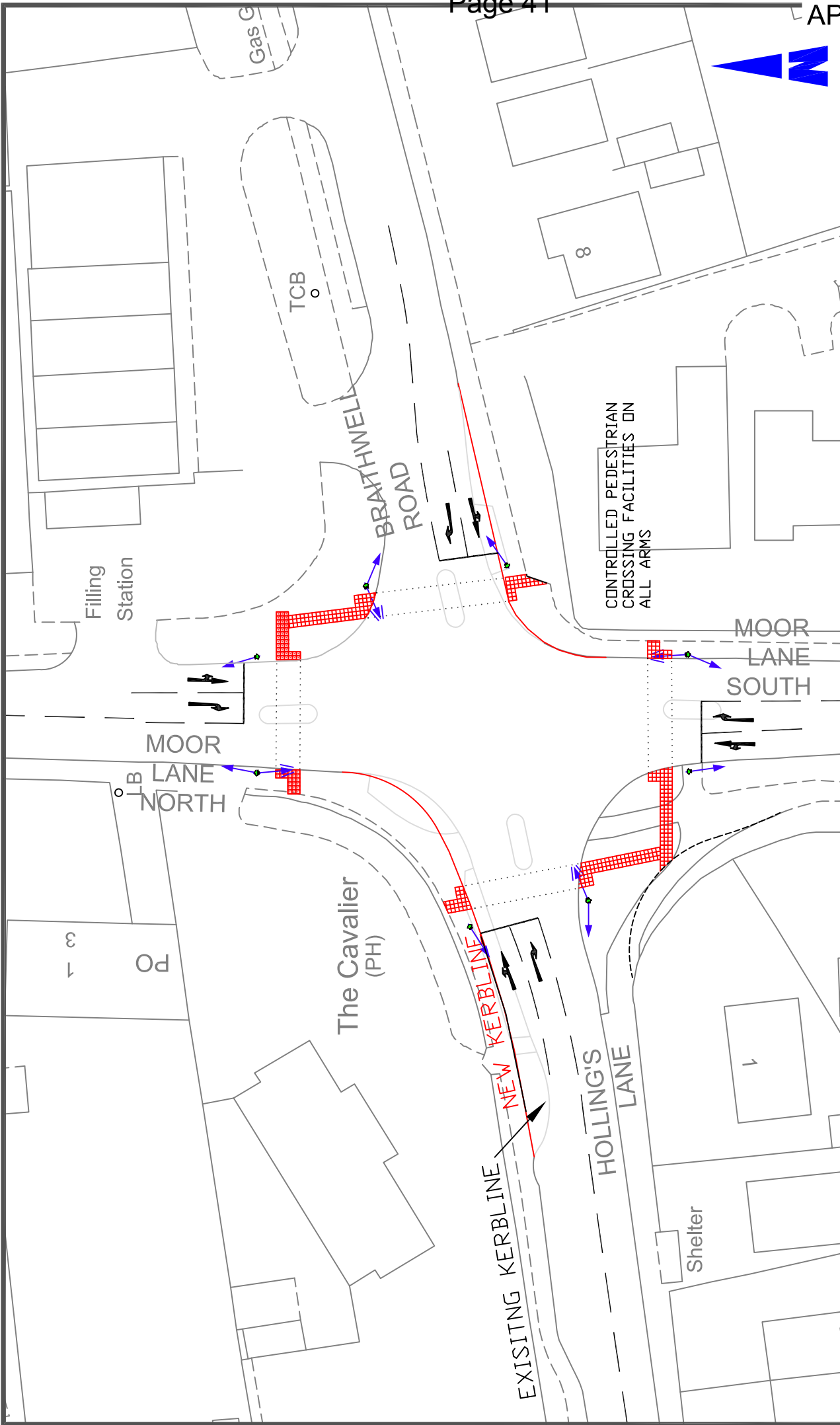
## **10. Policy and Performance Agenda Implications**

A reduction in congestion and improved accessibility are key themes of South Yorkshire's second Local Transport Plan – treatment of this junction would be in line with this and the Council's themes, particularly SAFE.

## **11. Background Papers and Consultation**

21<sup>st</sup> April 2008 Cabinet Member Report: *Assessment of the current and future operation of Ravenfield Crossroads including recommendations for improvement*

**Contact Name :** *Richard Baker, Senior Technician, 2939  
richard-eds.baker@rotherham.gov.uk*



Client:

Rotherham Metropolitan Borough Council  
 Environment & Development Services  
 Bailey House, Rawmarsh Road,  
 Rotherham S60 1TD

**Rotherham**  
 Metropolitan Borough Council  
**Environment & Development Services**

Strategic Director:  
 Karl Battersby Bsc (Hons) MTP, MRTPI

Title RAVENFIELD CROSSROADS SIGNALISED JUNCTION  
 INCLUDING CONTROLLED PEDESTRIAN CROSSINGS  
 \*PRELIMINARY DESIGN-SUBJECT TO DETAILED DESIGN

Dwg. No. 122/B6093.013-2 Scales (if A4) 1:500

Drawn RB Date SEP08 Chd. by TFS

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Regeneration and Development Services Matters</b>
<b>2.</b>	<b>Date:</b>	<b>13<sup>th</sup> October 2008</b>
<b>3.</b>	<b>Title:</b>	<b>Town Centre Parking issues</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

To report on the results of a public consultation exercise with regards to conversion of existing loading bays to shared use, together with reporting receipt of an objection to the introduction of on street parking on Hall Street and the receipt of a petition regarding proposed changes to the taxi rank on Main Street Rotherham.

**6. Recommendations****Proposed shared use bays– Howard Street and Eastwood Lane**

- i. The objection be acceded to and the bay on Eastwood Lane (Drawing No.126/18/TT391EL1) remain solely for the use of loading and unloading vehicles and the bay on Howard Street is amended so that loading can take place between 4pm and 9am the following morning.**

**Time limited Parking – Hall Street**

- i. The objections be acceded to and the parking be moved from the northern side to the southern side and that the parking restrictions be amended to prohibit return in 2 hours rather 3 hours**

**Taxi Rank relocation – Main Street**

- i. Acknowledge receipt of a petition objecting to the relocation of the night time taxi rank on Main Street**
- ii. Accede to the petitioners objection to leave the taxi rank in its current location**

**In all cases the objectors/lead petitioner be informed of the Councils decisions**

## 7. Proposals and Details

The proposals outlined in this report are 3 separate issues relating to kerb side parking in the town centre.

i. Shared use blue badge parking/loading bays– Howard Street and Eastwood Lane

As part of the proposed changes to the controlled parking zone in the town centre it was proposed to share the use of existing bays on Howard Street and Eastwood Lane. Currently these are single use bays as shown on the attached drawing no.126/18/TT391EL1. It was proposed to amend them such that the bay on Eastwood Lane could be used by blue badge holders during the hours of 9am – 4pm and the one on Howard Street in the pedestrian zone could be used by delivery vehicles before 8am and after 6pm. We have received an email from the Markets General Manager on behalf of a number of traders expressing concerns about these proposed changes and in particular how these affect delivery vehicles. Consequently it is proposed to retain the bay on Eastwood Lane for loading vehicles only and to amend the bay on Howard Street such that delivery vehicles can utilise the space up to 9am and then between the hours of 9am and 4pm on all days blue badge holders can stay for 3 hours with no return in 2 hours. This should ensure spaces are available for blue badge users throughout the day whilst allowing delivery vehicles to serve individual businesses at the start and finish of the working day.

ii. Time limited Parking – Hall Street

On the fringes of the controlled parking zone proposals it was proposed to introduce time limited parking on Hall Street. We have received 2 objections to this proposal when advertised publicly. The objections were made by an individual attending the mosque and also the owner of the haulage company adjacent to Hall Street, I have attached copies of the letters received. The representative of the mosque was concerned that the no return within 3 hours aspect of the proposed parking would adversely affect visitors to the mosque as evening prayers in the winter time start within 3 hours of afternoon prayers finishing. The haulage company were concerned that with parking on the northern side of Hall Street they would not be able to get vehicles in to their premises. It is therefore proposed to move the proposed parking to the south side to enable access to the haulage company and reduce the time period from no return in 3 hours to no return in 2hours as shown on Drawing No.126/18/TT391HS1.

iii. Taxi Rank relocation – Main Street

An ongoing issue has been that of pedestrian safety when leaving the night club on Main Street near Pool Green roundabout and the affect taxi's parking on Main Street has on pedestrian safety. Whilst there is no direct evidence to suggest that parked vehicles in this location have adversely affected pedestrian safety it is the case that parked vehicles for whatever purpose will restrict a pedestrians' view of

traffic on the carriageway as well as restricting the view of drivers. It was proposed to relocate the current taxi rank to Brinsworth Street but following public advertisement of the proposal a 39 signature petition has been received which was submitted by the Hackney Carriage Association. Following further discussions with this association, South Yorkshire Police and our taxi licensing unit it is felt that this matter should be included in the proposals for redesigning Pool Green roundabout as relocating to Brinsworth Street offers practical difficulties from a lighting point of view and also potential for conflict between hackney carriages and private hire taxis which often pick up from Brinsworth Street.

**8. Finance**

There are no additional funding requirements as a consequence of the changes identified in this report.

**9. Risks and Uncertainties**

The measures outlined will remove objections to current scheme proposals

**10. Policy and Performance Agenda Implications**

The proposals are in line with the Councils' themes of Safe and Achieving

**11. Background Papers and Consultation**

Ward Members were consulted as part of the Traffic Order Procedure on all proposals they were also specifically consulted on the petition received regarding the taxi rank on Main Street; no objections have been received. All the proposals have been advertised on street and in the local press.

**Contact Name :** *Andrew Butler Engineer, Ext 2968*  
*Andy.butler@rotherham.gov.uk*

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Regeneration and Development Services Matters</b>
<b>2.</b>	<b>Date:</b>	<b>13 October 2008</b>
<b>3.</b>	<b>Title:</b>	<b>Bus Stop Accessibility Improvements – Rotherham Dearne Key Route</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

### **5. Summary**

To report the receipt of objections to proposed bus stop accessibility improvements at 5 bus stops on the Rotherham – Dearne bus key route (QBC).

### **6. Recommendations**

**Cabinet Member resolve that:-**

- a) **The objections received to the bus stop accessibility improvements at bus stops 35779 and 35405 on Quarry Hill Lane, Newhill; 30802 Cemetery Road, Newhill; 35058 on the Blyth Avenue (A633), Rawmarsh; and 30627 Rowms Lane (A6022), Swinton not be acceded to.**
- b) **That the South Yorkshire Passenger Transport Executive and RMBC inform the residents of the reasons why.**
- c) **The works to implement the accessibility improvements are undertaken.**

## 7. Proposals and Details

As part of the Quality Bus Corridor (QBC) programme to improve the bus services and highway infrastructure along several of the key routes in Rotherham the bus stops along each of these routes has been identified for accessibility improvements to make it easier for passengers to board and alight the bus.

In order to improve these stops to 'benchmark' standards the kerb height at the stop is raised, tactile paving is provided at the raised kerb, and a bus stop clearway carriageway marking is provided. The kerb adjustments make it easier for passengers to board and alight by reducing the need to step up onto or off the bus. The clearway marking prevents vehicles from parking and loading for a distance of 29 metres so that the bus can pull in parallel to the kerb and passengers can take advantage of the raised kerbs.

The South Yorkshire Passenger Transport Executive in conjunction with the Transportation Unit have identified that there are 29 stops that have not been benchmarked to the above accessibility standards along the Rotherham – Dearne QBC.

The SYPTE have undertaken consultation with affected frontagers and they have received comments of complaint and concern to the proposed improvements at 5 stops. Although no Traffic Regulation Order is required to introduce these restrictions, as they impose a restriction on parking and loading it is considered appropriate that Cabinet Member is informed of the concerns raised and decides on the best way to proceed. The concerns are as follows:

*Stop 35058 on A633 Blyth Avenue, Rawmarsh;* One resident has raised their concerns that the clearway marking will prevent them from loading or unloading their shopping.

*Stop 30627 on A6022 Rowms Lane, Swinton;* One resident has raised their concerns that the proposed clearway marking will mean that they will no longer be able to load and unload their caravan from in front of their house.

*Stop 35405 on Quarry Hill Road, Newhill;* Three residents have raised their concerns about the proposed clearway restrictions in front of their properties and the effect it will have on parking opportunities.

*Stop 35779 on Quarry Hill Road, Newhill;* Five residents have raised their concerns about the proposed clearway restrictions in front of their properties and the effect it will have on parking opportunities.

*Stop 30802 on Cemetery Road, Newhill;* One resident has raised their concerns about the proposed clearway restrictions in front of their properties and the effect it will have on parking opportunities, particularly for their visiting family certain members of which have mobility difficulties.

The proposed clearway markings will as outlined above remove on-street parking and loading opportunities within the length of the markings. However, the 29m length of the clearway is required to enable the bus to pull in parallel to the raised



kerbs. If the clearway markings are not provided then there would be no point in providing raised kerbs as this could make the situation worse as passengers waiting at the stops may have to step down a raised kerb in order to step up onto the bus.

Although not on the classified road network the two stops on Quarry Hill Road and the one on Cemetery Road in Newhill are served by the route of the QBC. Similarly to the Rawmarsh Circle route, which complements the Rotherham Dearne QBC it is recommended that the frequency and quality of the services on Quarry Hill Road and Cemetery Road justify the benchmarking of these stops. Certain residents of Quarry Hill Road and Cemetery Road have asked whether the bus stops could be relocated away from their homes, although having considered this the SYPTTE, RMBC and bus operators consider that this is not feasible and that they are in the most suitable locations.

#### **8. Finance**

The proposed accessibility improvements at the 5 stops are estimated to cost £17,000 and the cost of these works will be covered by the SYPTTE's Local Transport Plan allocation for 2008/09.

#### **9. Risks and Uncertainties**

If the bus stops are upgraded then residents may continue to voice their concerns regarding on-street parking. If the bus stops are not upgraded then passengers will not benefit from the accessibility improvements that arise from a bus being able to pull in parallel to a raised kerb.

#### **10. Policy and Performance Agenda Implications**

One of the Local Transport Plans shared priorities is improving accessibility. Providing accessibility improvements at bus stops along QBC's is established as a way of improving the quality of bus services and increasing the attractiveness and ease of use of public transport for everyone.

#### **11. Background Papers and Consultation**

PTE consultation letters.

**Contact Name:** *Tom Finnegan-Smith, Senior Engineer, Ext. 2967,  
Tom.Finnegan-Smith@rotherham.gov.uk*

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	Cabinet Member for Planning & Regeneration Services
<b>2.</b>	<b>Date:</b>	13 <sup>th</sup> October 2008
<b>3.</b>	<b>Title:</b>	Town Centre Spaces- Interim Policy Updates
<b>4.</b>	<b>Programme Area:</b>	Environment & Development Services

### **5. Summary**

An annual review of the Town Centre Spaces Policy (as agreed in March 2008) is due in spring 2009; this report provides an update on the policy amends recommended in the interim.

### **6. Recommendations**

**That the Cabinet Member notes the content of the report, in particular the updates relating to Charitable Collections, Events and Mobile Catering Units.**

**That the Cabinet Member supports the following recommendations:**

- i) That direct debit collections be included in the category of 'Charitable Collections'**
- ii) That the number of charitable collectors per pitch be increased to 3 (to match those permitted as part of a 'Promotion')**
- iii) That the fees charged for Charitable Collections be removed**
- iv) That a proposal for the charging of staff time (for events) be worked up and presented to this group for approval**

## **7. Proposals and Details**

Rotherham Metropolitan Borough Council exercises its powers under part VIIA of the Highways Act 1980 by granting licenses to commercial and not for profit organisations to use designated pitches within the town centre for a number of activities including events & promotions, charitable collections and mobile catering units. On 17<sup>th</sup> March 2008 a revised policy & procedure for all activities was supported through this group and implemented on 1<sup>st</sup> June 2008.

Experience of implementing the revised policy and procedure since that time has now led to recommended amends or updates as follows:

### **Charitable Collections & Public Fundraising**

It is important that any policies & procedures relating to charitable collections are in line with those implemented by the RMBC's Licensing Team and more recently we have been working with the Council's new Licensing Manager to identify the best way to work together.

Given that permissions are required from both the Town Centre Management Team and the Licensing Team with regards to undertaking a charitable collection in Rotherham town centre, it is essential that the process is as easy as possible for those applying; as such a revised procedure has been agreed between the teams and application forms and guidance notes merged.

Specific recommended changes to the town centre spaces policy for charitable collections are as follows:

- That direct debit collections are now included in the charitable collections category (to reflect the changes made in the Licensing Team's policy whereby a direct debit collection now requires a street collection permit).
- That the number of collectors permitted on each pitch is 3 (to ensure fairness by bringing in line with the permissions for promoters/ canvassers etc.).

It is also recommended that the fees currently charged to charities be removed. This recommendation is based on feedback from both Charities and the Licensing Officers who note that the donations raised from street collections can be minimal and a £10-£20 fee can significantly impact upon the total amount collected. Enforcement of the town centre spaces policy is difficult and where charges are applicable, unlicensed charitable collections are more likely. In addition, the street collection permit which is required from the Licensing Team is obtained free of charge and as such creates some inconsistency.

For reasons as identified in previous reports it is recommended that charitable collections continue to be licensed in the same manner (under the town centre spaces policy as agreed on 17<sup>th</sup> March 2008) and that the collections continue to be limited to 1 per week.

A full review of the town centre spaces policy is due in the spring and this will include a more thorough assessment of the success of the charitable collections policy and will specifically look to:

- Make changes in line with the implementation of the Charities Act 2006
- Complement any revised policies & procedures that are administered by the Licensing Team (since they are due to undertake a full review of their policies relating to all types of charitable collections at the same time)

- Base any revised policies on feedback from a number of groups and individuals including the Cabinet Member for Neighbourhood Services and other Councillors included in licensing activities as appropriate (e.g. those involved in the Licensing Board).

### **Events**

Following on from the recent Council restructure, the administration of town centre spaces applications for events has been split between the Town Centre Management Team (who issue the licences for all activities) and the Events & Promotional Services Team (who provide advice & guidance specifically to applicants wanting to hold an event in the town).

Due to a high number of events in the Council's own programme, predominantly concentrated within the summer months, there are increasingly limited staff resources available to support events in the town centre being organised by external parties, most notably where a staff presence is required on Saturdays and/ or Sundays to oversee an event (and which then requires this time to be taken off in Lieu during the week). Typically these events are also held during the busy summer months when staff cannot easily take Lieu time back due to the planning and implementing of the Council's own events.

Due to the staff within the Events & Promotional Services Team working alongside the event organisers and understanding the risks associated with a specific event, it is then more difficult for officers from other teams to then provide appropriate support on the day. This is particularly pertinent where events may be being organised by inexperienced individuals and where the Council has a responsibility to ensure public safety; those officers who have helped to plan an event are best placed to oversee its set up and/ or running on the day.

It is recognised that such events can positively contribute to the events programme at little or no cost to the Council and provide a valuable means of promoting an organisation/ cause or commemorating a special event. As such the two teams are currently working together to determine the most effective means of supporting applicants who would like to hold an event in the town centre.

A suggestion that is supported by the Heads of Service for Planning & Regeneration and Culture & Leisure, is that an additional charge be added to the fee for the town centre pitch to cover the cost of any staffing required for the event (which would be paid as overtime as appropriate). This suggestion would need further development but could provide a means of providing support to these valuable events within the existing resources available (albeit with the cost being passed onto the event organisers). As such it is recommended that a full proposal be worked up and presented to this group for approval.

### **Mobile Catering Units- Redevelopment of the Fountain Area**

The Public Realm Strategy identifies the market square (which encompasses the fountain and market entrance) as a potential 'high quality' area which should form part of a network of high profile public spaces. At the time of the last report in March 2008, a project group was being set up to help shape the redevelopment plans for this part of the town centre and to identify funding which could be used to implement public realm improvements and to undertake the necessary decommissioning of the fountain. A report was submitted to this group on 21<sup>st</sup> April 2008 which set out the works that were proposed within the available budget.

In addition, quotations are currently being prepared with regard to reinstating the electricity supply at the fountain to serve pitches 1-4. It is hoped that the necessary works required to improve the box and install a meter can be undertaken at the same time as the decommissioning of the fountain. This would then remove the need for food traders to use generators as a means of power.

These works are now proposed for implementation in the current financial year. It is estimated that the works will take up to 2 weeks and although the majority of the more disruptive works will take place on Sundays, a perimeter fence will be erected around the fountain area to allow the works to be undertaken in the safest possible manner and will allow for the manoeuvre of any required vehicles and operation of any equipment.

It has been requested that the works are delayed until after Christmas in order to avoid any disruption to businesses operating in this area, including the mobile catering units (located at pitches 1-3) who would be unable to trade in their current locations during the works. At least one of the regular traders has typically taken holidays during the January period and has stated that this is generally a quiet trading period.

At the time of the review of the Town Centre Spaces Policy, alternative locations for Mobile Catering Units were investigated but no other suitable sites found. Whilst this is something that will now be revisited, it is unlikely that additional pitches will be supported from a Highways or Health & Safety point of view, even for temporary siting of the units; however the use of other pitches not currently identified for food use will be explored.

Should alternative locations not be found, with regards to the current licence issued to food traders, it can be withdrawn if '...the Council considers that withdrawal of the license is necessary for the exercise of its functions as the Local Highway Authority or otherwise'. As such it could exercise these rights for either the purpose of allowing the physical redevelopment works to take place or to support the implementation of the Public Realm Strategy. Any claims from existing traders that they have a legitimate expectation to trade or objections linked to human rights arguments would be countered in terms of provision within the licence for its termination which the traders have full knowledge of at the time they enter into it.

However, it is hoped that a more proactive approach can be adopted in that the tender offered for the affected food pitches for the period 1<sup>st</sup> January – 31<sup>st</sup> March 2009 will preclude the dates on which works will take place; in effect a licence will not be issued for those dates giving traders ample notice (approx. 11 weeks).

### **Mobile Catering Units- Applications for October- December**

A report to this group on 1<sup>st</sup> September highlighted the recommended applications for approval; please now find an update with regards to those applications.

The occupier of pitch 2 has at the time of writing this report complied with all but one of the conditions of licence (linked to the use of electrical cables). A licence has been issued for period Oct- Dec which clearly states that the cables being used must be covered using suitable matting. This will now be monitored.

The occupier of pitch 1 has at the time of writing this report complied with all but one of the conditions of licence; however is still trading from the same unimproved

vehicle. The trader was originally asked to make improvements to the existing vehicle in July but indicate that it would be replaced instead; the required improvements were then included in the conditions of licence for the Oct- December period, however a site visit on 29<sup>th</sup> September confirmed that the improvements had not been made. The trader has been pursuing the completion of the works to the replacement vehicle for some time and has explained that the contractor being used has been unreliable; as such a licence has now been issued for October only, giving the trader an extra month to make the necessary improvements.

The applicant successful in securing pitch 3 (Thursdays and Fridays only) supplied all the necessary outstanding paperwork and has been issued a licence for Oct- Dec. This new trader did indicated that they would be unavailable to trade for the second and third weeks of the three month licence but it has been agreed that a charge will still apply regardless of attendance.

The applicants who were successful in securing pitch 2 (on Saturdays only) were contacted on four occasions but have not accepted the conditional offer of a pitch nor attended a necessary site visit. As such a letter confirming that the pitch is no longer available is due to be sent.

### **8. Finance**

The removal of fees for charitable collections will have a minimal impact on the annual income for town centre spaces with an estimated reduction of income of between £500- £1,000.

### **9. Risks and Uncertainties**

There is a risk that the recommended changes to the existing charitable collections policy will not be suitable; however this will continue to be monitored and will be revisited in the forthcoming review in March 2009.

There is a risk that the reinforcement of conditions of licence will prove unpopular with existing mobile food traders, however the compliance with these conditions is necessary to ensure that the vitality and viability of the town centre is not compromised. This will be clearly communicated to all traders and advice and support offered where appropriate to ensure that the required standards are met.

Any potential risks and uncertainties associated with the recommended fees for applicants requiring RMBC staff support for events will be considered in the full proposal to be presented to this group.

### **10. Policy and Performance Agenda Implications**

The management of Town Centre Spaces forms part of the overall function of Town Centre Management. The original aim of the Town Centre Spaces Policy was to ensure that activities complimented permanent town centre businesses and to improve the town centre environment and shopper experience in general; this is vital if the town centre is to be developed as a shopper destination (as identified under the theme of the priority theme of Rotherham Achieving).

### **11. Background Papers and Consultation**

Town Centre Spaces Policy & Procedure (March 2004)  
Report to Economic and Development Services Matters Meeting (June 2004)

Report to Cabinet Member for Regeneration & Development Services (November 2007)

Reports x 5 to Cabinet Member for Regeneration & Development Services (March 2008)

Report to Cabinet Member for Regeneration & Development Services (April 2008)

Report to Cabinet Member for Regeneration & Development Services (September 2008)

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