

## CABINET MEMBER FOR TOWN CENTRES

**Venue:** Town Hall,  
Moorgate Street,  
Rotherham. S60 2TH

**Date:** Monday, 20th September, 2010

**Time:** 9.30 a.m.

### A G E N D A

1. To determine if the following matters are to be considered under the categories suggested, in accordance with Part 1 of Schedule 12A (as amended March 2006) to the Local Government Act 1972.
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 Streetpride held on 19th July, 2010 - for signature by the Cabinet Member.  
  
(See Minutes presented to Council on 15<sup>th</sup> September, 2010 – white book)
4. Minutes of a meeting of the Health, Welfare and Safety Panel held on 9th July, 2010 (Pages 1 - 3)
5. Boots Fountain, Howard Street, Rotherham - remedial works. (report attached) (Pages 4 - 6)  
John Bufton, Schemes and Partnerships Manager, to report.  
- to consider removal of the fountain and to pave the area it previously covered.
6. Deferment of proposed parking charges increases. (report attached) (Pages 7 - 8)  
Martin Beard, Parking Services Manager, to report.  
- to recommend that the proposed parking price increases be cancelled.
7. Centenary Market Fees and Charges Review. (report attached) (Pages 9 - 12)  
Robin Lambert, Markets Manager, to report.  
- to report on the mid year review of Centenary Market Fees and Charges.
8. 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 Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006) (information relating to the financial or business affairs of any particular individual (including the Council)):-

9. Town Centre Business Vitality Grants Scheme. (report attached) (Pages 13 - 31)  
Joanna Favill, Retail Investment Manager, to report.  
- to consider the application for grant.
  
10. Town Centre Business Vitality Grants Scheme. (report attached) (Pages 32 - 51)  
Joanna Favill, Retail Investment Manager, to report.  
- to consider application for grant.

**HEALTH, WELFARE AND SAFETY PANEL  
FRIDAY, 9TH JULY, 2010**

Present:- Councillors Nightingale, R. S. Russell, Whelbourn and Wootton. and Mr. C. Booth (GMB), Mrs. S. D. Brook (NASUWT), Mrs. J. Adams (NUT), Mr. K. Moore (UNITE) and Mr. P. Waterworth (UNSION)

Apologies for absence were received from Councillors Dodson, P. A. Russell and Swift and from Mr. J. W. Clay (ATL), Mrs. R. Asquith, Mrs. C. Maleham and Mr. P. Scholey (UNISON) and from Mr. M. Eyre (GMB).

**1. APPOINTMENT OF CHAIRMAN FOR 2010/2011**

Agreed:- That Councillor R. S. Russell be re-appointed Chairman of the Health, Welfare and Safety Panel for the 2010-2011 Municipal Year.

(Councillor R. S. Russell in the Chair)

**2. APPOINTMENT OF VICE-CHAIRMAN FOR 2010/2011**

Agreed:- (1) That Mrs. S. Brook be appointed Vice-Chair of the Health, Welfare and Safety Panel for the 2010-2011 Municipal Year.

(2) That the Health, Welfare and Safety Panel place on record its appreciation of and thanks to Mr. K. Moore for his extensive service as Vice-Chair of this Panel.

**3. MINUTES OF THE PREVIOUS MEETING HELD ON 23RD APRIL, 2010**

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 23rd April, 2010, be approved as a correct record for signature by the Chairman.

**4. STATISTICS OF ACCIDENTS, INJURIES AND INCIDENTS OF VIOLENCE TO EMPLOYEES**

The Senior Health and Safety Officer presented the graphs and statistics which illustrated the following details:-

(a) Incident totals for Borough Council Employees - January 2008 to May 2010 – including a breakdown for Children and Young Peoples' Services, Neighbourhood and Adult Services, Economic and Development Services, Corporate (including RBT) and Finance;

(b) Violence to Borough Council employees - January 2008 to May 2010; and

(c) Incidents involving members of the public, pupils, work placements,

schemes and other – January 2008 to May 2010.

Resolved:- That the statistical information be noted.

## **5. HEALTH AND SAFETY BULLETIN**

Consideration was given to the Health and Safety Bulletin, containing recent articles and reports of legal cases relating to health and safety.

The following items were highlighted:-

- matters of interest from the Health and Safety Executive;
- myth of the month (securing vehicle loads; risk assessments);
- recent Court Cases.

Resolved:- That the Principal Health and Safety Officer distribute copies of the bulletin throughout the Authority and also publish the bulletin on the Council's Intranet web site.

## **6. HEALTH, WELFARE AND SAFETY PANEL - OVERVIEW OF INITIATIVES AND PROCEDURES**

The Panel considered a report, presented by the Senior Health and Safety Officer, summarising issues dealt with by the Emergency and Safety Team since the last Panel meeting:-

- attendance at Manvers Lake (June 2010) because of a fatality;
- attendance at various schools in response to incidents;
- investigation of RIDDOR reportable accidents.

Resolved:- (1) That the information be noted.

(2) That it be noted that the Borough Council is undertaking a review of its health and safety policy in respect of areas of open water.

## **7. REPORTS ON VISITS OF INSPECTION HELD ON 18TH JUNE, 2010**

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 18th June, 2010.

The report included the responses provided by Service Areas to the various issues raised at the inspections.

Particular reference was made to:-

- (a) Dinnington Primary School – Health and Safety Officers would undertake a further visit of inspection to monitor progress with the health and safety issues reported at this School;

(b) Wickersley Community Library – Health and Safety Officers would submit a report to the next meeting of the Health, Welfare and Safety Panel describing progress with the reported health and safety issues;

(c) Clifton Park – Employee Welfare Facilities - Health and Safety Officers would undertake a further visit of inspection to monitor progress with the reported health and safety issues;

(d) Recycling Site at Warren Vale, Rawmarsh - the Panel expressed appreciation of the efforts made by to maintain standards of health, welfare and safety on this recycling site;

(e) Greenfields Warden Centre – a further visit of inspection would be arranged;

(f) Rockingham Primary School – the Panel expressed appreciation of the efforts made by this School to maintain standards of health, welfare and safety on the school premises.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Town Centres</b>
<b>2.</b>	<b>Date:</b>	<b>20 September 2010</b>
<b>3.</b>	<b>Title:</b>	<b>Boots Fountain, Howard Street, Rotherham - Remedial Works</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Environment and Development Services</b>

### 5. Summary

The fountain at the junction of Howard Street and Effingham Street, known as the Boots fountain, is in need of repair and Yorkshire Water have issued the Council with a notice under Section 75 of the Water Industry Act to repair a leak in the water supply. The fountain attracts litter and some low level anti-social behaviour for example some members of the public have taken to swimming in it during hot weather.

It is proposed to remove the fountain and pave the area it previously covered.

### 6. Recommendations

It be resolved that:

- (a) A detailed scheme be developed which incorporates:
- the removal of the fountain;
  - the paving of the footprint of the fountain and immediately surrounding area in a manner which complements the existing adjacent surfacing and;
  - seating, subject to funding being available
- (b) The developed scheme be brought to a future meeting for approval

## **7. Proposals and Details**

This water feature, outside Boots Chemists on Howard Street, is in need of significant repair and has a leak in the water supply pipeline; the Council has been served by Yorkshire Water with a notice under Section 75 of the Water Industry Act to repair the leak. In addition to the leak in the supply, the water pump needs replacing and the wet well is leaking and requires repair. The planting beds are of poor quality having been compacted and damaged by people sitting/walking on them.

The fountain has been the subject of a previous report to a joint meeting of Cabinet Members for Streetpride and Regeneration and Development Services on 21<sup>st</sup> April 2008. The recommendation to drain the fountain and implement a landscaping scheme was approved. Subsequently, the scheme was discussed at a Town Centre Strategy meeting and it was considered that additional funding may be identified which would allow a more comprehensive redevelopment of the immediate area. The scheme was held in abeyance whilst the potential of a larger redevelopment of the area was explored further.

This summer, as part of the new government's in-year cuts, the potential additional funding from the LAA Reward Grant was lost which effectively precludes a more comprehensive scheme. The available funding is thus limited solely to an allocation of £50,000 within the Council's Minor Strategic Capital programme.

Further consideration has been given to an appropriate solution to the problems associated with the fountain and it is considered that its removal would be the most effective course of action. The footprint of the fountain structure would be paved in a manner to blend in with the existing surrounding paving and the potential of new seating would be considered if costs could be contained within the sum available. The possibility of installing removable seating, which would enable a greater area of the paving to be used for events etc, would be investigated.

It is estimated that the scheme being proposed would be contained within the funding available.

The scheme would remove the risk of enforcement action by Yorkshire water, remove the rather tired planting, provide additional quality paving which may be used for Town Centre events/stalls etc. It would also reduce the ongoing maintenance liability of the area to a minimum. This latter issue of maintenance is considered to be of particular relevance when the Council is facing significant and sustained pressures on its finances.

## **8. Finance**

No issues other than those noted in Section 7 above.

## **9. Risks and Uncertainties**

If no remedial action is taken to repair the leaking water main, Yorkshire Water will take enforcement action.

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

This matter relates to the corporate themes of Rotherham Safe and Rotherham Proud.

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

### **Consultation**

Consultation has previously taken place with the Town Centre Management Team on previous scheme proposals and this will be refreshed to agree a time to carry out the currently proposed work to minimise disruption to the Town Centre.

### **Background Papers**

YW notice under Section 75 of the Water Industry Act

Report to Cabinet Members for Streetpride Services and Regeneration and Development Services on 21 April 2008

**Contact Name:** John Bufton, Schemes and Partnerships Manager, Streetpride,  
Tel ext. 2943, email [john.bufton@rotherham.gov.uk](mailto:john.bufton@rotherham.gov.uk)



<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET MEMBER</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Town Centres</b>
<b>2.</b>	<b>Date:</b>	<b>20 September 2010</b>
<b>3.</b>	<b>Title:</b>	<b>Deferment of proposed charge increases, previously approved to be introduced from 30/09/2010.</b>
<b>4.</b>	<b>Directorate:</b>	<b>Environment and Development Services</b>

**5. Summary**

This report recommends that the parking price increases set out in the report dated 19 July 2010 are cancelled.

**6. Recommendations**

**That Cabinet Member resolves:**

- **That the parking charge increases set out in the report approved on 19 July 2010 are deferred.**

**7. Proposals and Details:**

A report by the Parking Services Manager was approved by the Cabinet Member for Streetpride on 19 July 2010. The report recommended an approximate increase of 10% on both “on-street” and “off-street” parking charges.

The price increases would have generated approximately £30,000 during the current financial year if implemented, as approved, from 30 September 2010.

However, the timing of the report coincided with the withdrawal of some of the funding for the current free parking offers in the town centre (“free after 3” and free parking on Saturdays). Accordingly, in the interest of maintaining support of the town centre businesses, this report recommends the deferment of the proposed increases and that the issue is revisited prior to the financial year commencing April 2011.

**8. Finance**

The deferment of the price increases will have no impact on the budget, but the Council will lose the opportunity to raise an additional £30,000 in revenue this year.

**9. Risks and uncertainties**

The loss of (potential) additional revenue will further increase the pressures on EDS’ budgets.

**10. Policy and Performance Agenda Implications**

N/A.

**11. Background Papers and Consultation**

N/A

**Contact name(s):**

Martin Beard, Parking Services Manager  
Tel: 01709 822929  
Email: [martin.beard@rotherham.gov.uk](mailto:martin.beard@rotherham.gov.uk)

**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

1.	<b>Meeting:-</b>	<b>Cabinet Member for Town Centres</b>
2.	<b>Date:-</b>	<b>20<sup>th</sup> September 2010</b>
3.	<b>Title:-</b>	<b>Centenary Market Fees &amp; Charges Review Ward 2 Boston Castle</b>
4.	<b>Directorate:-</b>	<b>Environment &amp; Development Services</b>

**5. Summary**

To report on the mid year review of Centenary Market Fees & Charges pursuant to minute number G137(2) from the meeting held on 26<sup>th</sup> March 2010.

**6. Recommendations**

- (1) That Fees & Charges as identified in appendix 1 be frozen for the remainder of the financial year 2010/11.**
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## **7. Proposals and Details**

A mid year review of all Fees & Charges in relation to Centenary Market has been carried out in accordance with the requirements of minute number G137(2) from the meeting held on 26<sup>th</sup> March 2010.

At a consultative meeting held on the 7<sup>th</sup> September 2010 market trader representatives requested that the current freeze on Fees & Charges be maintained until the end of the current financial year.

Whilst markets footfall statistics show that visitor numbers to the complex have not declined dramatically, there is a recognition that nationally retailing spend is still low. All parties at the meeting agreed that the early signs of improvement in trading levels and renewed interest in stall uptake, particularly in the indoor market have not continued as hoped and an increase in charges at this time could have a serious detrimental effect on some traders who are still suffering hardship during the current economic climate.

All fees and charges relating to the Centenary Market Complex are subject to VAT and as such will rise by 2.5% from 4<sup>th</sup> January 2011 when the new rate of VAT comes into effect. This in itself may be too much for some traders to bear.

All fees & charges are shown on the Centenary Market scale of charges list attached (appendix 1).

## **8. Finance**

The freeze on rents has been taken into consideration with regards to the 2010/2011 budget planning process.

## **9. Risks and Uncertainties**

Increasing the current fees and charges may lead to a decrease in market stall occupancy and subsequent reduction in revenue. e.g. Increasing the indoor market rent by 2.5% would generate £965 per month in additional income, losing one double stall would completely negate this.

Not increasing the rental income will impact upon the market's trading deficit as operating costs are predicted to rise at least by inflation, this has been taken into account in the 2010/11 budget.

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

The markets division supports regeneration priorities by providing a sustainable environment for small business and business start up.

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

A meeting took place on the 7<sup>th</sup> September 2010 between the Markets Management and Representatives' of the Market Consultative Committee who act on behalf of the tenants and traders.

Contact Name : Robin Lambert, Markets General Manager, 6956,  
[robin.lambert@rotherham.gov.uk](mailto:robin.lambert@rotherham.gov.uk).

**Appendix (1)**  
**Rotherham Market**  
**Scale of Charges 2009/10**

<b>Indoor Charges exc. VAT</b>		
	Monthly Rent	Last Review Date
<b>Perimeter Stall</b>		
1 - 5	£572.38	Apr-10
6 & 10	£307.99	Apr-10
7 - 9, 12 - 14, 16 - 18, 68 - 76	£484.25	Apr-10
11	£396.12	Apr-10
15	£315.41	Apr-10
19	£439.57	Apr-10
88	£665.50	Apr-10
<b>Island stall</b>		
20 & 21	£484.25	Apr-10
22 - 67, 78, 80 - 87	£418.46	Apr-10
77 & 79	£439.57	Apr-10
<b>Stock Room</b>		
A1	£54.60	Apr-10
A2, A3, C2,E2,F2, G2, J2, M2, P1, Q2, Q3	£66.52	Apr-10
A4, B5	£33.96	Apr-10
B1	£19.53	Apr-10
B2, B3	£22.22	Apr-10
B4	£29.82	Apr-10
C1, E1, F1, J1, K1,	£44.36	Apr-10
G1,H1, H2A, H2B, K2A, K2B, L1, L2A, M1, Q1A, Q1B	£33.29	Apr-10
<b>Stock Room Lights Charge</b>	Light/Qtr	
	£7.00	Apr-10
<b>Car Parking</b>		
	Quarter	
	£95.59	Apr-10
<b>Outdoor Charges inc. VAT</b>		
	Daily Rent inc. vat	Last Review Date
<b>Monday</b>		
Small Stall 1 & 2	£12.85	Apr-10
Standard Stall 8 - 85 & 129 - 131	£15.20	Apr-10
Large Stall 3 - 7 & 86 - 128	£16.95	Apr-10
<b>Tuesday</b>		
Standard Stall	£10.60	Apr-10
<b>Wednesday</b>		
Standard Stall	£14.10	Apr-10
<b>Friday &amp; Saturday</b>		
Small Stall 1 & 2	£13.55	Apr-10
Standard Stall 8 - 85 & 129 - 131	£15.90	Apr-10
Large Stall 3 - 7 & 86 - 128	£17.75	Apr-10
<b>Storage Charges</b>		
Storage Boxes	£3.00 / Day	Apr-10
OMT Large	£21.60 / week	Apr-10
OMT Small	£17.55 / week	Apr-10
Fruiters Storage	£7.10 / week	Apr-10

**Appendix (1)**  
**Rotherham Market**  
**Scale of Charges 2009/10**

<b>Outdoor Charges exc. VAT</b>		
<b>Street Market</b>	Daily Rent no vat	Last Review Date
RMBC Regular Trader / New Casuals	£19.40	Apr-10
Non RMBC Traders / Regular Casuals	£32.90	Apr-10
<b>Town Centre Farmers Market</b>	£15/£20/£25	Apr-10
<b>Wath District</b>	£1.25 / foot	Apr-10
<b>Rawmarsh District</b>		
<b>Tuesday</b>	£5.55	Apr-10
<b>Friday</b>	£7.00	Apr-10
<b>Miscellaneous Charges</b>		
<b>Farmers Market Stall Hire</b>	£5.50	Apr-10
<b>Car Boot Admin Fee</b>	£18.00	Apr-10
<b>Farmers Market Licence Fee</b>	£25.00/day	Apr-10
<b>Document Completion Fee</b>	£10.00	Apr-10
<b>Out of Hours access charge</b>	£18.00	Apr-10
<b>Lease Assignment Fee</b>	£60/£135	Apr-10
<b>Lease Renewal Fee</b>	£50/£175	Apr-10
<b>Town Centre Pitch Stall Hire</b>	25.00	Apr-10
<b>Water Admin. Charge</b>	15.50	Apr-10

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