

**FORWARD PLAN OF KEY DECISIONS**  
**1 December 2020 – 28 February 2021**

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of Key Decisions due to be taken by the Authority and of those parts of the Cabinet meeting identified in this Forward Plan will be held in private because the agenda and reports for the meeting will contain confidential or exempt information as defined in the Local Government Act 1972.

Contact Information:-

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Riverside House  
Main Street  
Rotherham  
S60 1AE

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### **What is the Forward Plan?**

The Forward Plan contains all the key decisions the Council expects to take over the next three months. It will be refreshed monthly and will give at least 28 days' notice of any Key Decisions and, if applicable, the Cabinet's intention to discuss an item in private. This gives you the opportunity to submit relevant documents to the decision maker concerning any individual Key Decisions and draws to your attention any relevant constitution process.

### **What is a Key Decision?**

A Key Decision is one which is likely to:-

- relate to the capital or revenue budget framework that is reserved to the Council, or
- result in income, expenditure or savings of £400,000 or greater, or
- have a significant effect on two or more wards

A Key Decision can be made by the Cabinet. The Forward Plan also includes some matters which are not Key Decisions under the heading "Decisions which are not Key Decisions".

### **What does the Forward Plan tell me?**

The plan gives information about:

- what key decisions are to be made in the next three months;
- the matter in respect of which the decision is to be made;
- who will make the key decisions;
- when those key decisions are likely to be made;
- what documents will be considered;
- who you can contact for further information

### **Who takes Key Decisions?**

Under the Authority's Constitution, Key Decisions are taken by the Cabinet.

Key Decisions are taken at public meetings of the Cabinet. The Cabinet meets once a month on a Monday at 10.00am at the Town Hall, Rotherham.

### **Further information and Representations about items proposed to be heard in Private**

Names of contact officers are included in the Plan.

If you wish to make representations that a decision which is proposed to be heard in private should instead be dealt with in public, you should contact Democratic Services by no later than five clear working days before the meeting. At the end of this document are extracts from the Local Government Act 1972 setting out the descriptions of information which may be classed as "exempt", and the definition of confidential information.

### **The members of the Cabinet and their areas of responsibility are:-**

Councillor Chris Read	Leader of the Council
Councillor Gordon Watson	Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood Working
Councillor Saghir Alam	Cabinet Member for Corporate Services and Finance
Councillor Sarah Allen	Cabinet Member for Cleaner, Greener Communities
Councillor Dominic Beck	Cabinet Member for Housing
Councillor Emma Hoddinott	Cabinet Member for Waste, Roads and Community Safety
Councillor Denise Lelliott	Cabinet Member for Jobs and Local Economy
Councillor David Roche	Cabinet Member for Adult Social Care and Health

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
<b>KEY DECISIONS TO BE TAKEN W/C 7 DECEMBER 2020</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Covid Winter Grant Scheme	November 2020	To agree how the Council should utilise this grant fund to provide support to vulnerable households with food, energy and essentials over the winter period.	Leader of the Council	Relevant officers, members and stakeholders.	Report	All Wards	Open	Jackie Mould Tel: 01709 823618 jackie.mould@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
Business Support Grants funded via Additional Restrictions Grant (ARG)	November 2020	To approve the planned use of the Councils allocation from the Additional Restrictions Grant (£30m pot awarded to SCR for entering Tier 3).  To approve the details of the Councils discretionary scheme as part of this package of support.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 21 DECEMBER 2020</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
HRA Business Plan 2020-21	September 2020	To approve the 2020 – 21 HRA Business Plan.	Cabinet Member - Housing	Cabinet Member for Housing and relevant ward members.	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
Housing Rent and Service Charges	September 2020	To approve rent and service level charges for 2021-21.	Cabinet Member - Housing	Cabinet Member for Housing, and relevant ward members.	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Neighbourhood Road Safety Fund Programme	November 2020	Approval of the programme following Ward Member engagement.	Cabinet Member for Waste, Roads and Community Safety	Cabinet member and Ward members	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk

#### NON-KEY DECISIONS TO BE TAKEN ON 21 DECEMBER 2020

#### ASSISTANT CHIEF EXECUTIVE

Year Ahead Plan - Quarterly Progress Report	September 2020	To report on the Council's progress against the Year Ahead Plan in Quarter 2 (July – September 2020).	Leader of the Council	Appropriate officers, members and stakeholders.	Report and appendices	All Wards	Open	Jackie Mould Tel: 01709 823618 jackie.mould@rotherham.gov.uk
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#### FINANCE AND CUSTOMER SERVICES

New Applications for Business Rates Relief	September 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
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#### REGENERATION AND ENVIRONMENT

Domestic Abuse Support Services Re-commissioning	September 2020	To approve the approach and key outcomes relating to the re-commissioning of domestic abuse support services and refuge.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, members and stakeholders	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Hackney Carriage / Private Hire Licensing Policy - update report	November 2020	To provide an update in relation to the implementation of the Council's revised Hackney Carriage and Private Hire Licensing Policy.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, stakeholders and members.	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk

#### KEY DECISIONS TO BE TAKEN ON 25 JANUARY

#### ADULT CARE HOUSING AND PUBLIC HEALTH

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Quarterly Housing Development Update	November 2020	To note progress with the Housing Development programme.	Cabinet Member - Housing	Cabinet Member for Housing and relevant ward members	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Re-commissioning the 0-19 Integrated Public Health Nursing (IPHN) Service	November 2020	The current contract to deliver the 0-19 Health Visiting and School Nurse Service is due to end on 31 March 2022. This report asks Cabinet to approve the recommissioning of the Service.	Deputy Leader of the Council and Cabinet Member for Children's Services & Neighbourhood Working	Appropriate officers, members and stakeholders.	Report	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
November Financial Monitoring	November 2020	To note the current revenue and capital monitoring position and agree any required actions.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Community Energy Switching Scheme	November 2020	To report on the procurement results and recommendation to develop an internal community energy switching scheme.	Cabinet Member - Jobs and the Local Economy	Relevant officers, stakeholders and members	Report and appendices	All Wards	Open	David Rhodes Tel: 01709 822306 david.rhodes@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 25 JANUARY</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	August 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
BT proposals to permanently remove the public phone box at Boston Castle Grove, Moorgate and 42 phone boxes across the borough	November 2020	To note the Officer delegated decisions regarding the request from BT to close the phone boxes.	Cabinet Member - Jobs and the Local Economy	Public consultation on Council website	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Modern Slavery Transparency Statement - Annual Refresh	November 2020	To approve the 2020-21 Modern Slavery transparency statement on behalf of the Council.	Cabinet Member for Waste, Roads and Community Safety	Trade Unions, various colleagues	Report and appendix	All Wards	Open	Sam Barstow sam.barstow@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 15 FEBRUARY OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Revisions to the Housing Allocation Policy and the Strategic Tenancy Policy	November 2020	To approve policy changes.	Cabinet Member - Housing	Cabinet Member for Housing	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Social Value Developments	November 2020	To provide an update on social value progress including procurement and forward policy options, working with partners around community wealth building and developing anchor networks.	Leader of the Council	Relevant officers, members and partner organisations.	Report and appendices	All Wards	Open	Jackie Mould, Jo Brown, Steve Eling, Karen Middlebrook Tel: 01709 823618, , , jackie.mould@rotherham.gov.uk, jo.brown@rotherham.gov.uk, steve.eling@rotherham.gov.uk, karen.middlebrook@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
December Financial Monitoring	November 2020	To note the current revenue and capital monitoring position and agree any required actions	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Budget & Council Tax 2021-22 and Medium-Term Financial Strategy Update	November 2020	To recommend to Council the Budget and Council Tax for 2021-22 and the Updated Medium-Term Financial Strategy to 2022/23.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Annual Renewal Applications for Business Rates Discretionary Rate Relief	November 2020	To consider the recommendations for the annual renewal applications for Business Rates discretionary rate relief.	Cabinet Member - Corporate Services and Finance	Relevant members, officers and stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Amendment to the Hackney Carriage and Private Hire Licensing Policy (vehicle licence plates)	November 2020	To approve an amendment to the Council's Hackney Carriage / Private Hire Licensing Policy in relation to the frequency that vehicle licence plates are issued to licensed vehicles in Rotherham.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, stakeholders and members	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 15 FEBRUARY 2020 OR LATER</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	August 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk

**LOCAL GOVERNMENT ACT 1972 SCHEDULE 12A  
ACCESS TO INFORMATION: EXEMPT INFORMATION  
PART 1  
DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
  - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - b. to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**PART 2  
QUALIFICATIONS: ENGLAND**

***Paragraphs 1-8 repealed.***

- 9 Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
- 10 Information which –
  - a. falls within any of paragraphs 1 to 7 above; and
  - b. is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

**LOCAL GOVERNMENT ACT 1972  
SECTION 100A(3) – DEFINITION OF CONFIDENTIAL INFORMATION**

- Confidential information means –
- a. information furnished to the council by a Government department upon terms (however expressed) which forbid the disclosure of the information to the public; and
  - b. information the disclosure of which to the public is prohibited by or under any enactment or by the order of a court;
- and, in either case, the reference to the obligation of confidence is to be construed accordingly.