

**KEY DECISIONS – FORWARD PLAN  
1 September – 30 November 2016**

**ITEMS RELATING IMPROVING PLACES  
SELECT COMMISSION ONLY**

The sections in this document refer to:

- 1 Key Decisions to be taken on 10<sup>th</sup> October or later**
- 2 Decisions that are not Key Decisions to be taken on 10<sup>th</sup> October or later**
  
- 3 Key Decisions to be taken on 14<sup>th</sup> November or later**
- 4 Decisions that are not Key Decisions to be taken on 14<sup>th</sup> November or later.**

**Members are asked to consider the relevant sections from the Forward Plan of Key Decisions to determine if there are items they wish to refer to OSMB for consideration at their Pre-Decision Scrutiny meetings or schedule at a future meeting of Improving Places Select Commission**

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/Commissioners 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:

Email: [james.mclaughlin@rotherham.gov.uk](mailto:james.mclaughlin@rotherham.gov.uk)

Tel: 01709 822477

**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/Commissioners 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 £500,000 or greater, or
- have a significant effect on two or more wards

A Key Decision can be made by the Cabinet or by Commissioners. The Commissioners will consult elected members where appropriate.

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/Commissioners.

Key Decisions are taken at public meetings of the Cabinet/Commissioners. Cabinet/Commissioners meet 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 Commissioners are:

Sir Derek Myers	Lead Commissioner
Patricia Bradwell	Children’s Services Commissioner
Mary Ney	Supporting Commissioner
Julie A Kenny CBE DL	Supporting Commissioner

The members of the Cabinet and their areas of responsibility are:

Councillor Chris Read	Leader
Councillor Gordon Watson	Deputy Leader
Councillor Alam	Cabinet Member for Corporate Services and Finance
Councillor Lelliott	Cabinet Member for Jobs and Local Economy
Councillor Roche	Cabinet Member for Adult Social Care and Health
Councillor Hoddinott	Cabinet Member for Waste, Roads and Community Safety
Councillor Yasseen	Cabinet Member for Neighbourhood Working and Cultural Services
Councillor Beck	Cabinet Member for Housing

Decision title and reference number	Date added to the Forward Plan	What is the decision?	Decision Maker (Name of Commissioner or Cabinet)	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 DECISION TO BE TAKEN ON 10<sup>TH</sup> OCTOBER 2016 OR LATER</b>								
<b>REGENERATION AND ENVIRONMENT</b>								
Property disposal of land forming Bassingthorpe Farm	1 June 2016	To agree the marketing and disposal of the strategic site and member consultation	Commissioner Kenny	All Ward Members and Cabinet Members. All Directors of Service, NHS Rotherham, the Area Partnership Manager for the appropriate Area Assembly, South Yorkshire Police, South Yorkshire Fire Service	The Concept Framework Plan, Land ownership split plan, site allocation plan, delivery timetable, breakdown costs/potential receipts, plan identifying any other land to be included in/out of the future arrangement with the Fitzwilliam Estate (F.W.E)	Rotherham West, Wingfield & Rawmarsh (stand-alone employment site in F.W.E ownership)	Public report with exempt appendices	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Forge Island	1 Sept. 2016	To approve a bid for the acquisition of the Forge Island site and the demolition of the former Tesco store	Commissioner Kenny	Commissioner Kenny / Cllr Lelliott	Report and Appendix	Boston Castle	Public report with exempt appendices	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Capital Investment for Growth <b>Prov. Scheduled at OSMB 30.09.16)</b>	1 July 2016	To approve works identified as part of a key invest to save scheme	Commissioner Kenny	Cllr Lelliott / Commissioner Kenny	Report and background papers	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Capital Maintenance Programme and essential H&S maintenance programme	1 July 2016	Accept tender reports to allow work to be undertaken	Commissioner Kenny	Service providers where H&S issues are identified within their premises	Report and background papers	All	Public report with exempt appendices	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Woodland Room Rawmarsh Monkwood Academy	1 July 2016	To approve a 10 year lease on the Woodlands Room	Commissioner Kenny	Schools and SEN Service – Paul Williams	Report and background papers	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>

Special Education Provision – Property requirements to support Children & Young People’s Services’ service charges (£500k grant already approved in Schools Capital Project)	1 June 2016	To proceed with design and procurement process	Commissioner Kenny	Appropriate officers and Members	Report	No	Public report	Damien Wilson 01709 823815 <a href="mailto:damien.wilson@rotherham.gov.uk">damien.wilson@rotherham.gov.uk</a>
<b>ADULT CARE AND HOUSING</b>								
Housing Asset Management Strategy (including Council Housing Major Voids Investment Protocol)	1 May 2016	To approve the HRA Asset Management Strategy (including delegation consultation into the use of void properties)	Cabinet	Cabinet	Report	All	Public Report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Review of Neighbourhood Working	1 July 2016	To adopt a new model for neighbourhood working	Cabinet	Cabinet Member, councillors, council officers	Report	All Wards	Public Report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
HRA 30 year Business Plan	1 <sup>st</sup> April 2016	To approve the 30 Year HRA Business Plan	Cabinet	Tenant and TARAs will be informed as part of engagement in 2015/16	The Council’s HRA Asset Management Strategy	All	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
3 Year Asset Investment Plan	1 April 2016	To approve the detailed Asset Management Plan	Commissioner Kenny	Cabinet	Report	All	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Housing Income – Service Development and Change Proposal	1 <sup>st</sup> Sept 2016	To approve the implementation of new service delivery model for the housing income service. To approve the required housing revenue resources to implement certain changes	Cabinet	Cabinet	Report	All	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Starter Homes Policy	1 July 2016	To agree Starter Homes Policy in line with Government strategy	Cabinet	Cabinet	Report	Boston Castle - (Town centre)	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>

**DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 10<sup>TH</sup> OCTOBER 2016 OR LATER**

**REGENERATION AND ENVIRONMENT**

Capital Maintenance Programme and essential H+S maintenance programme	1 July 2016	To accept tender reports to allow work to be undertaken	Commissioner Kenny	Service providers where H&S issues are identified within their premises	Report and background papers	All	Exempt Report	Damien Wilson 01709 823815 Damien.wilson@rotherham.gov.uk
Property Disposal Schedule	1 July 2016	To approve the disposal of the asset on the open market	Commissioner Kenny	Local ward members	Report and background papers	All	Public Report	Damien Wilson 01709 823815 Damien.wilson@rotherham.gov.uk
Maltby Hall Infant School	1 May 2016	Tender reports submitted to obtain approval to accept the lowest tender to demolish the former school buildings and secure the site	Commissioner Kenny	Ward Members	Report	Maltby	Public report	Damien Wilson 01709 823815 Damien.wilson@rotherham.gov.uk
Rotherham Golf Academy	1 Sept 2016	To approve the potential sale of the freehold interest	Commissioner Kenny	Ward Members and Councillor Yasseen	Report	Keppell	Public report with exempt appendices	Damien Wilson 01709 823815 Damien.wilson@rotherham.gov.uk
Directional signing policies – tourist, temporary and other local destinations	1 July 2016	To approve the revised policy and a scale of charges are adopted	Cabinet	Cllr Lelliott / Commissioner Kenny	Report and background papers	All	Public report	Damien Wilson 01709 823815 Damien.wilson@rotherham.gov.uk

**ADULT CARE AND HOUSING**

Petition – Residents of Sorrell Sykes Close	1 June 2016	To consider a Petition in respect of allegations of anti-social behaviour	Commissioner Ney	Cabinet	Report	Whiston	Yes	Anne Marie Lubanski 01709 822397 Annemarie.lubanski@rotherham.gov.uk
Petition – Residents of Danby Road/Viking Way Kiveton Park	1 July 2016	To consider a Petition regarding allegations of anti-social behaviour	Commissioner Ney	Cabinet	Report	Wales	Yes	Anne Marie Lubanski 01709 822397 Annemarie.lubanski@rotherham.gov.uk
Affordable Housing Elgar Drive Maltby	1 July 2016	To approve the free transfer of HRA land to SYHA for the construction of 18 affordable units. RMBC will retain tenant nomination rights.	Cabinet	Cabinet	Report	Maltby	No	Anne Marie Lubanski 01709 822397 Annemarie.lubanski@rotherham.gov.uk

**KEY DECISION TO BE TAKEN ON 14<sup>TH</sup> NOVEMBER OR LATER**

**REGENERATION AND ENVIRONMENT**

Capital Programme – Operational Property Investment Programme 2016/17	1 July 2016	Approve works identified as part of a key invest to save scheme	Commissioner Kenny	Cllr Lelliott / Commissioner Kenny	Report and background papers	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Adoption of Community Infrastructure Levy (CIL) Charging Schedule	1 Sept 2016	To agree that it goes to Full Council for CIL to be adopted	Cabinet	N/A	Report and background papers	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Strategic Acquisitions Riverside Precinct	1 Sept 2016	The acquisition of non RMBC retail properties forming part of riverside precinct to assist in the redevelopment of Forge Island	Commissioner Kenny	Cllr Lelliott and local Ward Members	Report	1 ward	Public report with exempt appendices	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Holmes Tail Goit Pumping Station	1 <sup>st</sup> Sept 2016	To approve funding from the capital programme to deliver the project	Commissioner Kenny	Appropriate officers and Members	Report and background papers	Boston Castle	Public report with exempt appendi	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>

**ADULT CARE AND HOUSING**

Munsborough Tender Report	1 July 2016	To accept tender report for external improvements to local authority housing stock	Cabinet	Cabinet	Report	Wingfield	Public report with exempt appendix	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Tenant Recharge Policy	1 July 2016	To approve the Tenant Recharge Policy. This relates to repairing damage caused to properties by tenants.	Cabinet	Cabinet	Report	All	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Financial Inclusion Strategy	1 May 2016	To approve the Financial Inclusion Strategy for Council Tenants	Cabinet	Cabinet	Report	All	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>

**DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 14<sup>TH</sup> NOVEMBER OR LATER**

**REGENERATION AND ENVIRONMENT**

Property Disposal Schedule	1 <sup>st</sup> July 2016	To approve the disposal of the asset on the open market	Commissioner Kenny	Local ward members	Report and background papers	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Online Petition Eldon Road and Shakespeare Road, Eastwood	1st May 2016	Consideration of an online Petition Eldon Road and Shakespeare Road, Eastwood regarding ginnel/alleyway	Commissioner Ney	In addition to the online petition response – residents / businesses in the vicinity of the identified area	N/A	Rotherham East	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
Petition from residents of Allan Street in respect of anti-social behaviour from resident(s) of 28 Allan Street	1 Sept 2016	Consideration of a petition from residents of Allan Street in respect of anti-social behaviour from resident(S) of 28 Allan Street	Commissioner Ney	Residents of Allan Street	N/A	Boston Castle	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>
All Saints Toilets	1 Sept 2016	To approve recommendations in respect of All Saints Toilets to deliver the savings required from the agreed 2016-17 budget.	Commissioner Kenny	Town Centre businesses, Town Centre shoppers, existing users of the toilets	Report and appendices	All	Public report	Damien Wilson 01709 823815 <a href="mailto:Damien.wilson@rotherham.gov.uk">Damien.wilson@rotherham.gov.uk</a>

**ADULT CARE AND HOUSING**

Zamor Crescent Specialist Housing – Children’s Homes	1 July 2016	The Council intends to consider purchasing a property suitable for accommodating young people	Commissioner Kenny	Cabinet	Report	Rother Vale	Public report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>
Petition – Residents of Montgomery Square Wath	1 July 2016	To consider a Petition regarding allegations of anti-social behaviour	Commissioner Ney	Cabinet	Report	Wath	Exempt report	Anne Marie Lubanski 01709 822397 <a href="mailto:Annemarie.lubanski@rotherham.gov.uk">Annemarie.lubanski@rotherham.gov.uk</a>

**FINANCE AND CUSTOMER SERVICES**

Discretionary Rate Relief Application(s)	1 Sept 2016	Cabinet will be asked to consider recommendations on business rates relief applications	Cabinet	Councillor Alam	Report	All	Public report	Judith Badger 01709 822046 <a href="mailto:Judith.badger@rotherham.gov.uk">Judith.badger@rotherham.gov.uk</a>
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Business Rates Hardship Relief Application	1 Sept 2016	Cabinet will be asked to consider a recommendation for a hardship relief application	Cabinet	Councillor Alam	Report	All	Exempt report	Judith Badger 01709 822046 <a href="mailto:Judith.badger@rotherham.gov.uk">Judith.badger@rotherham.gov.uk</a>
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**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.