

REPORT AUDIT TRAIL				
CONSULTATION <i>This is important as it shows that consultation has been undertaken in the preparation of the report and provides a quick reference point for specific comments, whilst the report will not be publishable if these areas have not been completed by the named persons below. You must liaise with and receive sign off from the relevant Cabinet Member(s).</i>				
Name/Position	Portfolio/Ward/ Directorate	Date Sent	Date Received	Comments in para:
Councillor Dominic Beck	Cabinet Member for Transport and Environment	15 th June 2023	16 th June 2023	Confirmed approval.
<i>Paul Woodcock</i>	Assistant Chief Executive/ Strategic Director for Regeneration and Environment	15 th June 2023	20 th June 2023	Confirmed approval.
Rob Mahon, Finance	Finance and Customer Services	15 th June 2023	20 th June 2023	Para 6. Changes to Appendix 1
Stuart Fletcher, Legal Services	Legal Services	15 th June 2023	19 th June	Confirmed content in section 7
John Crutchley, Human Resources	Assistant Chief Executive's Office	15 th June 2023	19 th June	Confirmed content in section 8.
Karren Middlebrook, Procurement	Finance and Customer Services	15 th June 2023	19 th June	Typos to various paragraphs.
Steve Eling, Equalities	Assistant Chief Executive's Office	15 th June 2023	16 th June 2023	EqIA completed and included in paragraph 10.

<u>REPORT APPROVAL TRACKING</u>			
Equalities Your report will not be authorised for submission to Cabinet by your Strategic Director if you have not undertaken and included an initial equalities screening. All equalities analysis documents should be included as appendices	Initial Screening completed and included with report	15 th June 2023	
	Full Assessment completed and included with report		
Carbon Impact Assessments Carbon Impact Assessments are to be appended to the associated cabinet reports. Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback prior to your report being sent to your Strategic Director for approval.	Carbon Impact Assessment completed and included with report. Reference - CIA101	15 th June 2023	CIA complete and included in the paragraph 11
Background information <u>MANDATORY:</u> Insert headings for a few main <u>public</u> documents you have used or referenced to write this report. This is a legal requirement. For Cabinet reports, <u>insert hyperlinks</u> . Do not list private documents.	None		
Appendices If appendices are essential to the understanding of the report, list titles here. Ensure that appendices have proper titles. List any appendices relevant to the decision being taken first with the Equality Analysis documents coming next and the Carbon Impact Assessment being listed as the last Appendix for all reports.	Appendix 1 Project Mandate for Minor Works programme Appendix 2 List of schemes to be funded under Minor Works Programme Appendix 3 Summary of extant and proposed approvals under the Transport Capital Programme Appendix 4 Initial Equality Impact Screening Assessment – Part A Appendix 5 Carbon Impact Assessment		
Cabinet Member Approval You should retain an email confirming the Cabinet Member approval for your records. Strategic Directors should not authorise reports unless Cabinet Members have given sign off	YES – Councillor Beck has been briefed as part of the Cabinet Member Monthly Briefing. Email confirmation obtained.	16 th June 2023	
Report Authorised by Strategic Director	YES/NO (delete as appropriate)	Click here to enter a date.	
Report Authorised for publication by Chief Executive	YES/NO (delete as appropriate)	Click here to enter a date.	

Public Report
Delegated Officer Decision

Committee Name and Date of Committee Meeting

Delegated Officer Decision – 30 June 2023

Report Title

Transport Capital Programme – entry of projects for Minor Works

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Nat Porter, Interim Group Lead, Transport Planning, Policy & Programmes
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Ward(s) Affected

Borough-Wide

Report Summary

Further to the Cabinet report on 24th April, 2023, this report seeks approval for entry of schemes into the Minor Works of the Transport Capital Programme.

Recommendations

1. That Minor Works programme described in paragraph 2.1, Appendix 1 and Appendix 2 is approved for entry into the Transport Capital Programme;

List of Appendices Included

- Appendix 1 Project Mandate for Minor Works programme
- Appendix 2 List of schemes to be funded under Minor Works Programme
- Appendix 3 Summary of extant and proposed approvals under the Transport Capital Programme
- Appendix 4 Initial Equality Impact Screening Assessment – Part A
- Appendix 5 Carbon Impact Assessment

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Cabinet – 24 April 2023

Council Approval Required

No

Exempt from the Press and Public

No

1. Background

- 1.1 An allocation for Minor Works was approved by Cabinet in April 2023.
- 1.2 Details of specific schemes were not available at the April 2023 report. Delegation was therefore approved for entry of projects into the programme once more detail was available. This report seeks approval for programme entry for specific schemes to be funded by the Minor Works allocation.

2. Key Issues

2.1 *Minor Works*

Following scheme development and engagement with the Cabinet Member, it is proposed to enter ten projects into the capital programme under the Minor Works theme. Further detail on the projects is included at Appendix 1 (Project Mandate Form) and Appendix 2 (List of Schemes).

3. Options considered and recommended proposal

- 3.1 Option 1 – do not approve programme entry of the projects. This would severely impact on delivery of the minor works programme, and would carry significant reputational risks, in respect of –
- Local members and communities having their expectations of improvement in their communities not met.
 - Risk that funding partners may be influenced by a perceived lack of commitment and/or delivery in RMBC.

This option is not recommended.

- 3.2 Option 2 – approve programme entry as set out. This is the recommended option.

4. Consultation on proposal

- 4.1 Consultation on individual projects takes place at levels consistent with the scale of each project. For example, small schemes often engage with Ward Councillors and local community interests whereas larger schemes require wider community and public engagement. Further detail on engagement strategy for the programme is given in Appendix 1.
- 4.2 The Cabinet member for Transport and Environment has been consulted on and supports the proposals on 16th June 2023.
- 4.3 The Section 151 Officer has been consulted on, and supports, the proposal on 19th June 2023.

5. Timetable and Accountability for Implementing this Decision

5.1 Following approval of the Council's transport capital programme budget, the programme will be delivered as part of the capital programme of the Council.

5.2 Further detail on timescales can be found in Appendix 1.

6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)

6.1 Where there is a need to engage third party suppliers to support the delivery of the programme, these must be procured in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

6.2 The projects described in the report are funded from the council's City Region Sustainable Transport Settlements within the approved capital programme as set out within the Transport Capital Programme Report to Cabinet on 24th April 2023. This report allocated £60k to the Minor Works programme, though as schemes could not be set out at the time of that Cabinet report, authority was delegated to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport and Environment, to identify projects that would be delivered within the fund.

7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)

7.1 There are no specific legal implications associated with the inclusion of the projects in the programme. The projects themselves will have legal implications and require legal assistance. For example, this may include the acquisition of land in third party ownership, contracts with third party suppliers and the development of Traffic Regulation Orders.

8. Human Resources Advice and Implications

8.1 There are no direct human resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 On account of the minor nature of proposed works, it is anticipated equalities impacts will be very small. This will be kept under review as schemes are developed.

10. Equalities and Human Rights Advice and Implications

- 10.1 The project includes a £10,000 allocation for responding to public requests for disabled parking bays. These can be expected to improve access to kerbside and facilities for blue badge holders.
- 10.2 Otherwise, on account of the minor nature of proposed works, it is anticipated equalities impacts broadly will be very small. This will be kept under review as schemes are developed. Further information is included at Appendix 4.

11. Implications for CO2 Emissions and Climate Change

- 11.1 CO₂ emissions impacts have not been quantified. At high level it is anticipated these will fall into three categories –
- Emissions from transport (impact unknown, likely negligible)
 - Emissions from construction (forecast increase emissions)
 - Operational emissions (forecast increase emissions)
- 11.3 On account of the small scale nature of the proposed works, it is anticipated the overall impact of the proposal will be very small. Further detail can be found in the Carbon Impact Assessment at Appendix 5.

12. Implications for Partners

- 12.1 Where required engagement takes place with interested parties during scheme development and at construction. Any implications that may arise through specific measures would be addressed as part the scheme design and / or Traffic Regulation Order process that governs the operation and use of the road network. Further detail on engagement strategy is given in Appendix 1 as appropriate.

13. Risks and Mitigation

- 13.1 Project risks are identified within scheme design, business case preparation and then at operational level during the construction process. These are managed using recognised risk register approaches and in accordance with the Council's contract procedure rules for the approval of any project or programme changes.
- 13.2 Further detail in respect of project risk is included in Appendix 1.

14. Accountable Officers

Nat Porter
Interim Group Lead, Transport Planning Policy and Programmes
Email: nat.porter@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	Click here to enter a date.

Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

Report Author: Nat Porter, Interim Group Lead, Transport Planning, Policy & Programmes

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