

**FORWARD PLAN OF KEY DECISIONS**  
**1 December 2024 – 28 February 2025**

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:-

Democratic Services  
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 Rotherham Town Hall. Meeting dates for 2022/23 are:

20 June 2022	19 September 2022	21 November 2022	23 January 2023	20 March 2023	15 May 2023
11 July 2022	17 October 2022	19 December 2022	13 February 2023	24 April 2023	

### 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 Sarah Allen	Deputy Leader and Cabinet Member for Neighbourhood Working
Councillor Saghir Alam	Cabinet Member for Corporate Services, Community Safety and Finance
Councillor Dominic Beck	Cabinet Member for Transport and Environment
Councillor Amy Brookes	Cabinet Member for Housing
Councillor Victoria Cusworth	Cabinet Member for Children and Young People
Councillor Denise Lelliott	Cabinet Member for Jobs and Local Economy
Councillor David Roche	Cabinet Member for Adult Social Care and Health
Councillor David Sheppard	Cabinet Member for Social Inclusion

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 ON 16 DECEMBER 2024</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
HRA Business Plan, Rent Setting and Service Charges 2025-26	October 2024	To recommend to Council approval of the HRA 2025-26 business plan and associated rents, fees and services charges for 2025-26.	Cabinet Member for Housing	Cabinet Member, Ward Members and tenant representatives.	Report and appendices	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Community Recovery Fund	November 2024	To approve the allocations of the Government Grant Funding.	Leader of the Council	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Special Educational Needs and Disabilities Sufficiency Planning at Newman School	November 2024	To approve capital investment at Newman School to provide sufficiency of accommodation and contribute towards the improved condition of the school site.	Cabinet Member for Children and Young People	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Nicola Curley nicola.curley@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
Medium Term Financial Strategy Update	August 2024	To note the updates to the Council's Medium Term Financial Strategy.	Cabinet Member for Finance & Safe and Clean Communities	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>								
Borough wide and Town Centre Public Space Protection Orders (PSPO's)	October 2024	To approve the Boroughwide and Town Centre PSPO's.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	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
Refreshing the Health and Safety Policy	October 2024	To approve the refreshed Health and Safety Policy.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Officers, Cabinet Members and relevant Ward Members.	Report and appendices	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
Indicative Highway Repair Programme 2024/25 - Additional Schemes	November 2024	To approve the proposed additional roads to be added to the Highway Repair Programme 2024/2025.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk
Waste Collections Policy	August 2024	To approve the revised Waste Collections Policy.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk
Our Places Fund	August 2024	To agree to the allocation of the Our Places Fund and the subsequent implementation of projects.	Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk

#### NON KEY DECISIONS TO BE TAKEN ON 16 DECEMBER 2024

#### CHILDREN AND YOUNG PEOPLE'S SERVICES

Cabinets Response to Scrutiny Review Recommendations - Preparation for Adulthood	October 2024	To formally respond to the Improving Lives Select Commission Review Recommendations – Preparation for Adulthood.	Cabinet Member for Children and Young People	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Nicola Curley nicola.curley@rotherham.gov.uk
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#### FINANCE AND CUSTOMER SERVICES

Building Compliance Policies	November 2024	To approve the updated Compliance Policies for Fire and Legionella in relation to Council Buildings.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
New Applications for Business Rates Relief for Arc Church	October 2024	To consider the recommendations for a new application for Business Rates discretionary relief.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers 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
<b>KEY DECISIONS TO BE TAKEN ON 20 JANUARY 2025</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Re-commissioning of Rotherham's Domestic Abuse Refuge	December 2024	To re-commission and undertake a procurement exercise for Rotherham's Domestic Abuse Refuge.	Cabinet Member for Adult Social Care and Health	Cabinet Member and relevant Members.	Report and appendices	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
November 2024-25 Financial Monitoring Report	November 2024	To note the current revenue and capital monitoring position and agree any required actions.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Property Transactions	August 2024	To consider any recommendations for property transactions, including disposals, acquisitions, leases and licenses.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Bassingthorpe Farm Supplementary Planning Document	November 2024	To approve the draft Supplementary Planning Document for public consultation and to give authority to explore a collaborative working agreement.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Officers and Cabinet Member.	Report and appendices	Greasbrough; Rawmarsh West; Rotherham West	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Andrew Bramidge Andrew.Bramidge@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
Rotherham Archives and Local Studies Collections Policy Renewal	December 2024	To adopt the proposed policy for the management of Archives and Local Studies Collections and delegate future alterations and updates to the Policy to the Assistant Director in consultation with the Cabinet Member, in line with other collections management policies.	Deputy Leader and Cabinet Member for Social Inclusion & Neighbourhood Working	Relevant Members, Officers and Stakeholders	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk

#### NON-KEY DECISIONS TO BE TAKEN ON 20 JANUARY 2025

#### ADULT CARE, HOUSING AND PUBLIC HEALTH

Tenant Satisfaction Measures and Housing Regulatory Compliance Update	November 2024	To update on Housing Service delivery against the social housing regulations.	Cabinet Member for Housing	Relevant Members, officers and stakeholders.	Report and appendices	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
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#### ASSISTANT CHIEF EXECUTIVE

Council Plan and Year Ahead Delivery Plan Progress Update	November 2024	Report on progress against Council Plan performance and the Year Ahead Delivery Plan for 2024-25.	Leader of the Council	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@rotherham.gov.uk
Outcomes from the Overview and Scrutiny Management Board relating to the Children's Commissioner's Takeover Challenge - Health and Wellbeing	November 2024	To receive the report and note the recommendations from the Children's Commissioner's Takeover Challenge – Health and Wellbeing.	Cabinet Member for Adult Social Care and Health	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@rotherham.gov.uk

#### FINANCE AND CUSTOMER SERVICES

New Applications for Business Rates Relief	August 2024	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
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#### KEY DECISIONS TO BE TAKEN ON 10 FEBRUARY OR LATER

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>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Special Education Needs and Disability (SEND) Sufficiency Update (Safety Valve)	December 2024	To provide the annual update on SEND sufficiency (Safety Valve).	Cabinet Member for Children and Young People	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Nicola Curley nicola.curley@rotherham.gov.uk
Special Educational Needs and Disabilities (SEND) Strategy & Alternative Provision (AP) Strategy	December 2024	To approve the Special Educational Needs and Disabilities (SEND) Strategy & Alternative Provision (AP) Strategy.	Cabinet Member for Children and Young People	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Nicola Curley nicola.curley@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
Budget and Council Tax Report 2025-26	December 2024	That Cabinet recommend to Council: <ul style="list-style-type: none"> <li>To approve the Budget and Financial Strategy for 2025/26.</li> <li>To approve the updated Medium Term Financial Strategy (MTFS) to 2026/27.</li> <li>To approve the Reserves Strategy.</li> <li>To approve the proposed increase in Council Tax.</li> </ul> To approve the Council's updated Capital Programme 2024/25 to 2026/27.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
December 2024/25 Financial Monitoring Report	December 2024	To note the current revenue and capital monitoring position and agree any required actions.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Business Rates Discretionary Relief Renewals in 2025/26	December 2024	To consider the recommendation for the annual renewal applications for Business Rates Discretionary Relief.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Property Transactions	December 2024	To consider any recommendations for property transactions, including disposals, acquisitions, leases and licenses.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report and appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk



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<b>REGENERATION AND ENVIRONMENT</b>								
Climate Emergency Annual Report	December 2024	Approve the Climate Change Action Plan noting the key achievements and opportunities summarised in this report.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant officers, Cabinet Member and relevant Ward Members.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk
Highway Adoptions Procedure (Section 38 Highways Act 1980)	December 2024	To publish the procedure and guidance documents to assist developers wishing to enter the Section 38 process. Also to align fees and charges with our neighbouring local authorities.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant officers and Cabinet Member.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk
Rotherham Employment and Skills Strategy	December 2024	To approve the Rotherham Employment and Skills Strategy.	Cabinet Member for Transport, Jobs and the Local Economy	Relevant Members, officers and stakeholders.	Report and appendices	All Wards	Open	Andrew Bramidge Andrew.Bramidge@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 10 FEBRUARY 2025 OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Housing Delivery Programme Report 2024-25 – Update	December 2024	To provide an update on the Housing Delivery Programme 2024/25 in accordance with the decision taken at July Cabinet.	Cabinet Member for Housing	Cabinet Member.	Report and appendices	All Wards	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Application for Business Rates Relief	December 2024	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member for Finance & Safe and Clean Communities	Relevant Members, Officers and Stakeholders.	Report and appendices	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.