

**Committee Name and Date of Committee Meeting**

Delegated Officer Decision – 17 June 2026

**Report Title**

Transport Capital Programme 2026/27 – Entry of Minor Works Highway Programme

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

No, but it has been included on the Forward Plan

**Executive Director Approving Submission of the Report**

Andrew Bramidge, Executive Director, Regeneration & Environment

**Report Author(s)**

Andrew Lee, Service Manager Local Schemes and Road Safety  
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**Ward(s) Affected**

Borough-Wide

**Report Summary**

Further to the Cabinet report on 16th March 2026 (item 138 refers), this report seeks approval for entry of schemes into the Minor Works element of the Transport Capital Programme 2026/27 as outlined in Table 2 of the Cabinet report.

**Recommendations**

1. That the Minor Works Highway Programme 2026/27, is approved for entry into the Transport Capital Programme.

**List of Appendices Included**

Appendix 1 Minor Works Scoring matrix  
Appendix 2 List of Schemes to be funded under Minor Works Programme  
Appendix 3 List of all requests scored from 2025 correspondence  
Appendix 4 Initial Equality Impact Screening Assessment – Part A  
Appendix 5 Equality Analysis Form – Part B  
Appendix 6 CIA 641 - Climate Impact Assessment

**Background Papers**

Transport Capital Programme 2026/27 – entry of projects for Minor Works into the programme.

Cabinet Report, Transport Capital Programme Report, 16<sup>th</sup> March 2026

New Capital Budget Proposals 2026-27 to 2029-30 Link:[Appendix 3B - Capital Investment Proposals.pdf](#)

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**  
Cabinet – 16 March 2026

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## ***Transport Capital Programme 2026/27 – Entry of Minor Works Highway Programme***

### **1. Background**

- 1.1 On 16 March 2026, Cabinet approved the Transport Capital Programme for the 2026/27 financial year, including the associated funding sources, programme areas and arrangements for the delivery and management of projects.
- 1.2 Within this report, an allocation of £81,000 per annum of RMBC capital funding up to 2029/30 (£324,000 total) was referenced to support the Minor Works Programme. This funding enables the Council to respond in a timely and flexible manner to minor traffic-related issues identified by local communities or individual road users, particularly where external funding sources are not suitable or available.
- 1.3 The 2026/27 programme builds on the approach introduced in 2025/26 involving a fully structured annual programme, responding to sustained demand for minor highway interventions and improving delivery efficiency across the borough.
- 1.4 During 2025, circa 500 requests for minor highway improvement requests were received, representing an estimated unfunded demand of approximately £20 million, demonstrating the need for a prioritised programme approach.

### **2. Key Issues**

- 2.1 Following scheme development and engagement with the Cabinet Member for Transport, Jobs and the Local Economy, it is proposed to enter six themes into the capital programme under the Minor Works programme.
  - Revocation of obsolete disabled parking bays
  - Implementation of advisory disabled parking bays
  - Implementation of advisory driveway markings (H markings)
  - Capital maintenance of vehicle activated signs
  - Removal or improvement of deprecated access barriers
  - Bollards or similar to deter footway or verge parking

Further details on the projects are included at Appendix 2 (List of Schemes).

- 2.2 The process of identifying potential schemes resulted from the scoring of all correspondence received within the Council's Transportation Team in line with Appendix 1 matrix. These were then prioritised based on the highest overall score, ensuring schemes manage expectations in terms of programme delivery and outcomes, whilst providing the greatest overall benefit to road users and the community. Further evaluation ensured projects are feasible and align with current policy.

2.3 Where project evaluation determines that a scheme cannot proceed, or where funding adjustments are required, including reallocations or the use of underspends, officers will report these changes through the capital governance process, utilising the Financial Monitoring reports to Cabinet to seek approval.

### **3. Options considered and recommended proposal**

#### **3.1 Option 1 – Do nothing (Not Recommended)**

This option would result in an increasing backlog of unresolved issues, leading to reduced service performance and deterioration in network safety and accessibility. It would also present a reputational risk to the Council due to its inability to respond to community concerns in a timely manner.

#### **3.2 Option 2 – Reactive delivery, based on requests (Not Recommended)**

Schemes would be delivered on an ad hoc basis in response to requests received. This approach would lead to inefficient use of resources, lack of prioritisation, and inconsistent outcomes. It would also reduce transparency and limit the Council's ability to target interventions where they deliver the greatest overall benefit.

#### **3.3 Option 3 – Structured Minor Works Programme (Recommended)**

This option provides a coordinated programme approach, enabling schemes to be prioritised using a clear and transparent framework. It supports efficient use of resources, consistent decision-making, and alignment with strategic objectives. A structured programme ensures that investment is targeted where it delivers the greatest benefit to road safety, accessibility, and local communities.

### **4. Consultation on proposal**

4.1 The Cabinet Member for Transport, Jobs and the Local Economy was consulted on the 9<sup>th</sup> June 2026 and has confirmed their support for the proposals, in line with his portfolio responsibilities.

4.2 Consultation on individual projects will take place at a level consistent with the scale of each project. For example, small schemes will often involve engagement with Ward Councillors and local community, whereas larger schemes will require wider community and public engagement.

4.3 The Section 151 Officer was consulted on the 9<sup>th</sup> June 2026 and has confirmed their support for the proposals put forward.

### **5. Timetable and Accountability for Implementing this Decision**

5.1 Subject to approval, the programme will be delivered as part of the 2026/27 Transport Capital Programme.

### **6. Financial and Procurement Advice and Implications**

- 6.1 There are no direct procurement implications associated with the recommendations detailed in this report. 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 relevant procurement legislation (Public Contracts Regulations 2015 or the Procurement Act 2023) dependent on the route to market undertaken as well as the Council's own Financial and Procurement Procedure Rules.
- 6.2 On 4th March 2026 Council approved a £324,000 capital budget investment as part of the Council's Budget and Council Tax Report 2026/27 to extend Transportation's minor works programme. The investment will see £81,000 per year for four years being applied to the programme. Appendix 2 provides details of the projects sought to be funded through year one's allocation at a total of £80,833.

## **7. Legal Advice and Implications**

- 7.1 The Road Traffic Regulation Act 1984 allows the Council to make and vary Traffic Regulation Orders to regulate parking and to improve the amenities of an area.
- 7.2 The relevant Traffic Regulation Order will be amended as set out in the body of this report to reflect the proposals described. The TRO is made pursuant to the Road Traffic Regulation Act 1984 which helps the Council to manage the highway network for all road users, including pedestrians with the aim to improve road safety and access to facilities.
- 7.3 Legal Services have prepared the statutory notices and if the proposal is supported for implementation, they will also make the traffic regulation order.
- 7.4 There are no specific legal implications arising from programme inclusion. However, some projects may have legal implications and require legal assistance. For example, this may include 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 Resource implications arising from this report. The Programme of work will be delivered within existing staffing resources.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 The implications of the programme will depend on the detail of schemes that will be delivered. 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 Minor Works Programme includes an allocation of £17,753 to respond to requests for 'H' markings and Designated Disabled Parking Bays. These

measures provide a direct benefit by improving access to properties, kerbside space and local facilities for disabled residents and Blue Badge holders.

- 10.2 More broadly, the programme comprises small-scale highway interventions which are expected to deliver incremental improvements to road safety, accessibility and usability. These measures can particularly benefit vulnerable groups, including older people, children, and those with mobility or sensory impairments, by supporting safer and more accessible movement within the highway network.
- 10.3 While individual schemes are minor in scale and are not anticipated to result in significant adverse impacts, equality implications will be considered and kept under review as schemes are developed. Any potential negative impacts identified will be addressed through design adjustments or mitigation measures.
- 10.4 An Initial Equality Screening (Part A) and a full Equality Analysis (Part B) have been completed for the programme and are attached as Appendices 4 and 5. In addition, all individual schemes will be subject to proportionate equality screening to ensure that impacts on protected characteristics are identified, considered and documented as part of the design and approval process.

## **11. Implications for CO<sub>2</sub> Emissions and Climate Change**

- 11.1 CO<sub>2</sub> emissions associated with the programme have not been quantified, reflecting the small scale and localised nature of the proposed works. At high level it is anticipated these will fall into three categories:
- Transport emissions, arising from staff travel and contractor activity during design and delivery
  - Construction emissions, associated with materials, plant use and installation works
  - Operational emissions, linked to the ongoing maintenance of highway assets

These sources are expected to result in minor increases in emissions, primarily during the construction phase, with limited ongoing operational impacts.

- 11.2 On account of the small-scale nature of the proposed works, the net carbon impact of the programme overall is anticipated to be low and proportionate to the scale of the interventions. Where possible, emissions will be minimised through efficient design, material use and delivery practices.

## **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.

### 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.

<b>14. Accountable Officers</b>
Andrew Lee, Service Manager Local Schemes and Road Safety

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	John Edwards	Click here to enter a date.
Executive Director of Corporate Services (S.151 Officer)	Judith Badger	Click here to enter a date.
Service Director of Legal Services (Monitoring Officer)	Phil Horsfield	Click here to enter a date.

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