

**FORWARD PLAN OF KEY DECISIONS**  
**1 September 2019 – 30 November 2019**

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.

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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 ON 16 SEPTEMBER 2019</b>								
<b>ADULT CARE HOUSING AND PUBLIC HEALTH</b>								
Update – Housing Related Support, Children and Young People Pathway Tender Conclusion	1 June 2019	To provide an update on the outcome of the tender process for the Housing Related Support Service for children and young people.	Adult Social Care and Health	Relevant officers and members	Report	Borough-wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Procurement of a Local Healthwatch Service	1 June 2019	To approve a competitive tender process takes place to establish a new service.	Adult Social Care and Health	Relevant officers and members	Report	Borough-wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Adults Independent Advocacy Services - Proposed Commissioning and Procurement Approach	1 June 2019	To approve the service model for independent advocacy and approve a competitive tender process takes place to establish new services.	Adult Social Care and Health	Relevant officers, Members, service users and providers	Report	Borough-wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
SEND Sufficiency Strategy – Final Proposals	1 May 2019	To approve proposals to create new educational provision for children and young people with SEND in line with the SEND Sufficiency Strategy	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Appendix	Borough-wide	Public Report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
July 2019/20 Financial Monitoring	1 June 2019	To note the current revenue and capital monitoring position and agree any required actions	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
Polling Places Consultation	1 June 2019	To consider the responses to the consultation and to recommend to Council to implement changes ahead of elections in May 2020	Corporate Services and Finance	Relevant officers and members	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk

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<b>REGENERATION AND ENVIRONMENT</b>								
Community Energy Switching Scheme	1 Apr 2019	To approve the development of a community energy switching scheme available to all residents in Rotherham	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Borough wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Public consultation on Supplementary Planning Documents	1 June 2019	To approve public consultation on draft Supplementary Planning Documents in respect of:- <ul style="list-style-type: none"> <li>• Householder Design Guide</li> <li>• Development in the Green Belt</li> <li>• Equal and Healthy Communities</li> <li>• Town Centre Uses and Developments</li> <li>• Delivering Air Quality</li> <li>• Shop Front Design Guide</li> </ul>	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Amendment to General Enforcement Policy	1 June 2019	To adopt the amended General Enforcement Policy	Waste, Roads and Community Safety	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Disposal of Surplus Property: Kiveton Youth and Community Centre; the former Keepers Cottage at Ulley Reservoir and the site of the former Copeland Lodge and land adjacent	1 August 2019	That approval is given to dispose of the Council's freehold interest in the following properties:- (a) Kiveton Youth and Community Centre; (b) Former Keepers Cottage Ulley Reservoir; and (c) the former Copeland Lodge and adjacent land.	Jobs and the Local Economy	Appropriate officers, Members and Stakeholders	Report and appendices	Wales & Rother Vale	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Proposed Compulsory Purchase Order of Unit 1 – Riverside Precinct.	1 August 2019	That approval is granted for the Council to promote and seek confirmation of a Compulsory Purchase Order for the acquisition of Unit 1 Riverside Precinct.	Jobs and the Local Economy	Appropriate officers, Members and Stakeholders	Report and appendices	Boston Castle	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

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<b>DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 16 SEPTEMBER 2019</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Council Plan Q1 Performance Report	1 July 2019	To report on the Council's performance against the Corporate Plan for quarter 1 in 2019/20	All Portfolios, Lead Portfolio – Corporate Services and Finance	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
Proposed Adoption of Policies for Councillors	1 August 2019	To recommend to Council the adoption of a policies in respect of parental leave for councillors, dying to work, carers support to enable councillors who are carers to undertake the role and support for disabled councillors	Children's Services and Neighbourhood Working	Appropriate officers, members, stakeholders and Independent Remuneration Panel	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Discretionary Relief for Rotherham Rise and Sea Cadets Core	1 August 2019	To consider the recommendation for a new application for Business Rates discretionary relief.	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
New Application for Business Rates Hardship Relief	1 August 2019	To consider the recommendation for a new application for Business Rates hardship relief.	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report with exempt appendices	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Strategic Management and Maintenance of Rotherham Highways	1 June 2019	To note the progress to date of the highways 2020 programme.  To approve the approach to the strategic management and maintenance of Rotherham's highways.	Waste, Roads and Community Safety	Relevant officers, members, stakeholders.	Report and Appendices	Borough wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

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<b>KEY DECISIONS TO BE TAKEN ON 21 OCTOBER 2019 OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Outcome and recommendations from Non-Residential Charging Consultation	1 July 2019	To consider the outcome of consultation and recommendations in respect of non-residential charging.	Adult Social Care and Health	Relevant officers and members	Report	All.	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Council Delivery of New Homes on Rotherham Town Centre Sites	1 June 2019	To approve development scheme, funding model and site allocation	Housing	Relevant officers and members	Report	Boston Castle	Public report with exempt appendices.	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Delivery of housing association homes on Housing Revenue Account sites – proposed changes	1 June 2019	This report identifies changes to the original development programme (re Cabinet Report 9 July 2018), both in respect of the sites to be transferred and the types of homes to be delivered and seeks approval for a revised programme and associated site releases.	Housing	Relevant officers and members	Report	Wickersley	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Proposal to increase capacity at Rawmarsh Community School	1 Apr 2019	To approve capital investment to create additional capacity at the Academy	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Appendix	Rawmarsh	Public Report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
Section 20 Charging Policy	1 August 2019	To approve a policy to charge parents who make a direct request for their child to become looked after via Section 20 of the Children Act 1989 (Voluntary Accommodation).	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Appendix	Borough-wide	Public Report	Jon Stonehouse

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<b>REGENERATION AND ENVIRONMENT</b>								
House to House Collections Policy	1 June 2019	To adopt a House to House Collections Policy	Waste, Roads and Community Safety	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Street Works Permit Scheme – All Streets	1 August 2019	To approve the extension of the Council's current Street Works Permit Scheme to include all streets.	Waste, Roads and Community Safety	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Adoption of a revised Statement of Community Involvement (SCI)	1 August 2019	To adopt a revised Statement of Community Involvement following public consultation	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Statement of Licensing Principles (Gambling Act 2005)	1 Mar 2019	To approve a consultation on a draft Statement of Licensing Policy (Gambling Act 2005).	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Statement of Licensing Principles (Licensing Act 2003)	1 March 2019	To approve a consultation on a draft Statement of Licensing Policy (Licensing Act 2003).	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Rotherham Town Centre Parking Strategy	1 August 2019	To formally adopt the Strategy	Jobs and the Local Economy	Members and appropriate Officers	Report and appendices	Boston Castle	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Taxi Licensing Policy Consultation	1 August 2019	To approve consultation on Taxi Licensing Policy	Waste, Roads and Community Safety	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Update to the Council's policy on Community Asset Transfer	1 August 2019	To approve the update to the Council's policy relating to Community Asset Transfer	Jobs and the Local Economy	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Food Service Inspection Plan 2019 -20	1 August 2019	To approve the Food Service Inspection Plan 2019 -20	Waste, Roads and Community Safety	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Transforming Cities Fund – Regional Bid	1 Sept 2019	Cabinet approve the submission of the Sheffield City Region Transforming Cities Fund bid	Jobs and Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

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<b>ASSISTANT CHIEF EXECUTIVE</b>								
Social Value Policy	1 August 2019	To approve the Council's Social Value Policy and Framework	Leader of the Council	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Sharon Kemp 01709 822771 sharon.kemp@rotherham.gov.uk
Crisis support future options	1 Sept 2019	Approve the future delivery model including funding.	All Portfolios,  Lead Portfolio – Cleaner, Greener Communities	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 18 NOVEMBER 2019 OR LATER</b>								
<b>REGENERATION AND ENVIRONMENT</b>								
Library Strategy	1 Sept 2019	To undertake public engagement on a proposed new Library Strategy and future service offer	Cleaner, Greener Communities	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Boston Park Reservoir	1 August 2019	To feedback on the YWS public revised plan for Boston Park Reservoir.	Cleaner, greener communities	Appropriate officers, Members and Stakeholders	Report and Appendices	Boston Castle	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Home Care & Support Tender Outcome Report	1 August 2019	To update Cabinet on the outcome of the tender process for Home Care.	Adult Social Care and Health	Relevant officers and members	Report	All	Public report, Exempt Appendix	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
New organisational and budget arrangements for Area Housing Panels	1 August 2019	Approving the recommendations for the new organisational and budget arrangement for Area Hosing Panels.	Housing	Relevant officer and members	Report	All	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk



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<b>FINANCE AND CUSTOMER SERVICES</b>								
Medium Term Financial Strategy Update	1 Sept 2019	To consider an update of the Medium Term Financial Strategy 2020/21 to 2021/22.	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 <a href="mailto:judith.badger@rotherham.gov.uk">judith.badger@rotherham.gov.uk</a>
September 2019/20 Financial Monitoring	1 Sept 2019	To note the current revenue and capital monitoring position and agree any required actions	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 <a href="mailto:judith.badger@rotherham.gov.uk">judith.badger@rotherham.gov.uk</a>

**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.