

**FORWARD PLAN OF KEY DECISIONS**  
**1 January 2020 – 31 March 2020**

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:-

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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 20 JANUARY 2020</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
Yorkshire Purchasing Organisation - Potential Investment Opportunity	1 Nov 2020	To consider a potential investment opportunity proposed by the Yorkshire Purchasing Organisation (or related party) and to determine on the basis of the proposals if the authority would wish to participate in the proposed investment.	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
Ethical Procurement Policy	1 Nov 2019	To agree an ethical procurement policy for the Council	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Designation of Selective Licensing Areas 2020-2025	1 Nov 2019	To designate areas in Eastwood and the Town centre, Masbrough Maltby South East, as Mandatory Selective Licensing Areas  To agree to proceed to implementation with the agreed designation of Thurcroft and Parkgate.	Housing	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Swinton Town Centre Regeneration	1 Nov 2019	To endorse the preferred proposal and the appointment of the successful bidder, and to delegate authority to officers to agree any land disposal.	Jobs and the Local Economy	Cabinet Member for Jobs and the Local Economy.	Report and appendices	Swinton	Public Paper with exempt appendix	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Library Strategy	1 Sept 2019	To approve 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

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>NON-KEY DECISIONS TO BE TAKEN ON 20 JANUARY 2020</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Councillor Representation on Outside Bodies – Appointment to Rotherham Citizens Advice Bureau	1 Jan 2020	To appoint Councillor Cusworth as the Councils' representative on the Rotherham Citizens Advice Bureau	Leader of the Council	Relevant members, officer and stakeholders	Report	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.u
<b>REGENERATION AND ENVIRONMENT</b>								
BT proposals to permanently remove the public phone box adjacent to 268 Kimberworth Road and 33 phone boxes across the borough	1 Nov 2019	To note the decision consenting to the closure and removal of the BT phone box adjacent to 268 Kimberworth Road and to note the decision regarding the 33 phone boxes consenting to the closure and removal of 12 BT phone boxes, but to retain 21 BT phone boxes under the local veto.	Jobs and the Local Economy	Public consultation on Council website	Report and appendices	Rotherham West	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 17 FEBRUARY 2020 OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								

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
New building based respite offer to replace current provision	1 Jan 2020	To approve the development and opening of Council respite facilities for people with disabilities in the borough and for the Council to deliver the service directly.	Adult Social Care and Health	Staff, Members and users for the service	Report	Borough-Wide	Public Report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Options for operational delivery of LAC Sufficiency Strategy (residential provision)	1 Nov 2019	Approval to develop an overarching business case, including an outline protocol, for the delivery of residential provision that is required for the operational delivery of the LAC Sufficiency Strategy.	Children's Services and Neighbourhood Working	Members and appropriate Officers	Report and appendix	Borough-wide	Public report	Sally Hodges 01709 334162 sally.hodges@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
December Financial Monitoring	1 Dec 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
Budget & Council Tax 2020-21 and Medium Term Financial Strategy	1 Dec 2019	To recommend to Council the Budget and Council Tax for 2020-21 and the Medium Term Financial Strategy to 2022/23.	Corporate Services and Finance	Appropriate officers, Members, Commissioners and Stakeholders	Report	Borough-wide	Public Report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Clean Air Zone Final Business Case	1 Jan 2020	To agree the Final Business Case to improve Air Quality in Rotherham	Waste, Roads and Community Safety Jobs and the Local Economy	Cabinet Members, Public, key stakeholders	Report and appendices	Borough-wide	Public Paper	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Review of Fleet Maintenance	1 Jan 2020	To agree the outcome of the review of fleet maintenance and the approach to the future delivery of the service.	Waste, Roads and Community Safety	Cabinet Member for Waste, Roads and Community Safety	Report and appendices	Borough-wide	Public Paper	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

**NON-KEY DECISIONS TO BE TAKEN ON 17 FEBRUARY 2020**

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>FINANCE AND CUSTOMER SERVICES</b>								
Annual Renewal Applications for Business Rates Discretionary Rate Relief	1 Dec 2019	To consider the recommendations for the annual renewal applications for Business Rates discretionary rate relief.	Corporate Services and Finance	Relevant officers, commissioners, members, and stakeholders	Report and Appendices	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 23 MARCH OR LATER</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Crisis support - outcome of co-design for provision of crisis support 2020-2023	1 Jan 2020	To report on the outcome of the co-design for the provision of crisis support for the years 2020-2023 following Cabinet approval of the process in October 2019.	Leader of the Council	Food in crisis partnership, voluntary sector advice providers; relevant officers	Report	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
Climate Change Action Plan	1 Jan 2020	To approve the carbon strategy, action plan and target for reducing carbon emissions.	Cleaner Greener Communities	Relevant officers.  The action plan will include future consultation activity.	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
January 2020 Financial Monitoring Report	1 Jan 2020	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
<b>REGENERATION AND ENVIRONMENT</b>								
Licensing Act 2003 - Statement of Licensing Policy	1 Jan 2020	To recommend that Council adopts the Licensing Act 2003 – Statement of Licensing Policy	Waste, Roads and Community Safety	Full public consultation has informed the Policy	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Gambling Act 2005 – Statement of Licensing Policy	1 Jan 2020	To recommend that Council adopts the Gambling Act 2005 – Statement of Licensing Policy	Waste, Roads and Community Safety	Full public consultation has informed the Policy	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

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Hackney Carriage and Private Hire Policy	1 Jan 2020	To adopt the Hackney Carriage and Private Hire Policy	Waste, Roads and Community Safety	Full public consultation has informed the Policy	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 23 MARCH OR LATER</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Council Plan Q3 Performance Report	1 Jan 2020	To report on the Council's performance against the Corporate Plan for quarter 3 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

**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.