

FORWARD PLAN OF KEY DECISIONS
1 June 2021 – 31 August 2021

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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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
Meeting dates for 2021/22 are:

21 June 2021	20 September 2021	22 November 2021	24 January 2022	28 March 2022	16 May 2022
19 July 2021	18 October 2021	13 December 2021	14 February 2022	25 April 2022	

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
KEY DECISIONS TO BE TAKEN ON 21 JUNE 2021								
ASSISTANT CHIEF EXECUTIVE								
Year Ahead Plan - Quarterly update and proposal to extend the Plan.	March 2021	Report provides the regular quarterly update on achievement of the Year Ahead Plan milestones, covering the period up to 31 st March 2021. The report also requests approval to extend the Year Ahead Plan for a further period to November 2021 and sets out a process for creation and approval of a new Council Plan from November 2021 onwards.	Leader of the Council	Relevant officers, members and stakeholders	Report and appendices	All Wards	Open	Jo Brown jo.brown@rotherham.gov.uk
Equality Annual Report	March 2021	To receive the Equalities Annual report	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant officers, members and stakeholders	Report and appendices	All Wards	Open	Jo Brown jo.brown@rotherham.gov.uk
CHILDREN AND YOUNG PEOPLE'S SERVICES								
The Willows	March 2021	To approve a period of pre-statutory consultation on the alteration proposals in respect of pupil numbers and accommodation.	Cabinet Member for Children and Young People	Pre statutory consultation once approved will include consultation with MPs, all ward members, parents carers at the school, all schools, other stakeholders.	Report	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk
Educational Visits Policy	March 2021	To approve amendments to the revised Learning Outside the Classroom and Educational Visits Policy and Guidance 2021	Cabinet Member for Children and Young People	Service users (schools and other stakeholders).	Report and revised policy	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk
Pathway to Care Policy	March 2021	To consider the proposed revised policy which aims to support increasing a carers capacity to care for a looked after child/ren, in terms of accommodation. The policy has been broadened to include those in council tenancies.	Cabinet Member for Children and Young People	Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood working Cabinet Member for Housing	Report and revised policy	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk

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FINANCE AND CUSTOMER SERVICES								
Finance Update	March 2021	To consider an update in respect of the financial position of the Council's budget and agree any required actions.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Town Centre Masterplan Implementation	March 2021	This report seeks Cabinet agreement for the design proposals and to the release of funding in the approved capital programme to implement phase 2 of the public realm improvements contained in the Town Centre Masterplan.	Cabinet Member for Jobs and the Local Economy	Relevant officers, members, stakeholders, and the public have already been consulted on the wider TC PR.	Report	Boston Castle	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Local Plan: Adoption of Supplementary Planning Documents	March 2021	To approve adoption of Supplementary Planning Documents consulted on in 2020: <ul style="list-style-type: none">Affordable HousingDevelopment ViabilityNatural EnvironmentTransport Assessments, Travel Plans and Parking StandardsSafeguarding Community Facilities	Cabinet Member for Jobs and the Local Economy	Relevant officers, members, stakeholders and the public.	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Local Plan: Adoption of Heritage at Risk Strategy and Register	March 2021	To approve adoption of the Heritage at Risk Strategy and Register to seek to protect the Borough's heritage assets at risk of loss	Cabinet Member for Jobs and the Local Economy	Relevant officers, members and stakeholders	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Market Fees and Charges 2020/21 and 2021/22	April 2021	To approve proposals for rent and charging reliefs for market traders to reflect restrictions on trading during the Covid pandemic.	Cabinet Member for Jobs and the Local Economy	Relevant officers, Members and Stakeholders	Report	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
NON-KEY DECISIONS TO BE TAKEN ON 21 JUNE								

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FINANCE AND CUSTOMER SERVICES								
New Applications for Business Rates Relief	March 2021	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
BT request to permanently remove the public phone box on Canklow Road, Rotherham	March 2021	To note the officer delegated decision regarding the request from BT to close the public phone box.	Cabinet Member for Jobs and the Local Economy	Public consultation via Council website.	Report and appendices	Boston Castle	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
ASSISTANT CHIEF EXECUTIVE								
Appointment of Councillors to Serve on Outside Bodies	April 2021	To appoint councillors to serve on and represent the Council on external organisations and partnerships	Leader of the Council	Relevant officers, Members and stakeholders	Report and Appendix	All Wards	Open	Jo Brown jo.brown@rotherham.gov.uk
KEY DECISIONS TO BE TAKEN ON 19 JULY								
ADULT CARE, PUBLIC HEALTH AND HOUSING								
Learning Disabilities Progress and Next Steps	May 2021	To agree next steps.	Cabinet Member for Adult Social Care and Health		Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
FINANCE AND CUSTOMER SERVICES								

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
Financial Outturn 2020/21	April 2021	To approve the unaudited revenue and capital outturn for 2020/21 and note the impact on reserves	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders	Report and Appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Treasury Management Outturn 2020/21	April 2021	To note treasury management activity during 2020/21 reviewed against the approved strategy, including the outturn position for the prudential indicators.	Cabinet Member for Corporate Services, Community Safety and Finance	All ward Members and parish/town councils.	Report and Appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
May 2021/22 Financial Monitoring	April 2021	To note the current revenue and capital monitoring position and agree any required actions.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders	Report and Appendices	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Anti-social Behaviour Policy Refresh	April 2021	To approve a revised policy	Cabinet Member for Corporate Services, Community Safety and Finance	Officers, partners, housing colleagues and Cabinet Member	Report	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Transport Capital Programme and Neighbourhood Road Safety Programme mid - year scheme approvals	May 2021	To approve additional neighbourhood road safety and transport infrastructure schemes for commencement in 2021-22.	Cabinet Member for Jobs and the Local Economy	Cabinet Member and Ward Members	Report	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
NON-KEY DECISIONS TO BE TAKEN ON 19 JULY								
ADULT CARE, PUBLIC HEALTH AND HOUSING								
Sale of HRA Land - Eldertree Road Garage Site	April 2021	To approve the sale of the HRA garage site	Cabinet Member for Housing	All ward Members and parish/town councils.	Report	Keppel	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk

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FINANCE AND CUSTOMER SERVICES								
New Applications for Business Rates Relief	April 2021	To consider the recommendation for a new application for Business Rates discretionary relief	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
New Applications for Business Rates Relief for Food Aware CIC and Kiveton Park and Wales Community Development Trust	May 2021	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, officers and stakeholders.	Report	Wales	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
New Application for Business Rates Hardship Relief	May 2021	To consider the recommendation for a new application for Business Rates hardship relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Appropriate officers, Members, Commissioners and Stakeholders.	Report	All Wards	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
NO CABINET MEETING IN AUGUST 2021								

**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.