OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Venue: **Town Hall, Moorgate Street, Rotherham.**

Date: **Friday, 24th June, 2011**

Time: **9.30 a.m.**

A G E N D A

1. Apologies for Absence.

2. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.

3. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.

4. Declarations of Interest.

5. Questions from Members of the Public and the Press.

For Discussion/Decision:-

6. Centre for Public Scrutiny Annual conference (Deborah Fellowes, Scrutiny and Policy Manager, to report)

7. Government Consultations (report herewith) (Pages 1 - 5)

8. Review of Overview and Scrutiny Arrangements - Update (report herewith) (Pages 6 - 12)

9. Nominations to the Recycling Group (4 Vacancies)

   (Overview and Scrutiny Management Board to consider whether to appoint to the four vacancies or whether to refer on to each Select Scrutiny Commission to appoint one representative).

For Information/Monitoring:-

10. Minutes of the previous meeting held on 10th June, 2011 (herewith) (Pages 13 - 20)

11. Work in Progress (Chairs of Select Commissions to report)

12. Call-in Issues - to consider any issues referred for call-in.

Agenda Item 7

ROTHERHAM BOROUGH COUNCIL - REPORT TO MEMBERS

1.	**Meeting:**	Overview and Scrutiny Management Board
2.	**Date:**	24th June, 2011
3.	**Title:**	Government Consultations
4.	**Directorate:**	Chief Executive's

5. Summary

This report is a follow up to one presented to PSOC in February this year, which recommended a process dealing with forthcoming Government consultations. This was agreed by Cabinet. The following report provides an update on progress with this new process and sets out the next phase of consultations in the attached appendix.

6. Recommendations

That Management Board Members:

- **Note progress made.**
- **Agree the schedule for forthcoming consultations set out in the appendix**

7. Proposals and details

There were some key principles outlined in the approach agreed in February.. These were:

- Strategic and Council-wide consultations to be considered by PSOC (now Management Board) and Cabinet
- Service specific consultations to be considered by the appropriate Scrutiny panels (now Select Commissions) and Cabinet Members
- Timeframes allowing, the route would be via scheduled meetings
- Where Government deadlines dictate a faster approach a flexible approach will be required, which would include the following options
    - PSOC to be used for service specific consultations as it meets more regularly
    - Special meetings called to appraise responses
    - Clearing responses via Chairs of panels and Cabinet members

Since this was agreed by Cabinet the process has been communicated across directorates and Policy and Scrutiny Officers have worked with their contacts to ensure that as many consultations as possible, as identified in the last report, have adhered to this policy. The end result is that in the large majority of cases, consultations have been submitted by the Council, and where they have been submitted they have been approved in some way by elected members (both Scrutiny and Cabinet). It is anticipated that this situation will improve further as the policy is embedded in practice across the Council.

The appendix outlines forthcoming consultations and proposes how to deal with them. Management Board Members are invited to comment on this.

8. Finance

There are no direct financial implications arising from the report. Management of the consultation process would be from within existing resources.

9. Risks and Uncertainties

The Council continues to monitor the Government's policy development, and is well placed to understand the implications of the broader policy agenda; the legislative programme; and effects on local priorities. In order to be able to influence the direction and detailed proposals it is important to ensure that processes for responding to consultation are robust, effective and timely.

10. Policy and Performance Agenda Implications

As set out above the policy implications for the Government's legislative programme are significant and will impact across all Corporate Plan priorities and all Directorates.

11. Background Papers and Consultation

Report to PSOC 3rd December 2010 and 25th Feb 2011

The detail of all background papers and source documents are listed against the workstreams in the Council's Reform implementation plan.

12 Contact

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Scrutiny and Policy Manager
Commissioning, Policy and Performance
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Appendix – Live consultations

Commitment / Workstream	Source	Timing	Details	Issues for Rotherham	RMBC Lead	Links
Growth Fund	BIS	Responses required by 31 August 2011	Regional Economic Performance Indicators: A consultation	As the document is something we rarely use (and the data is available direct from other sources) it is suggested that no response is submitted.	Policy Lead Michael Holmes Simeon Leach Cllr Smith	Consultation Paper
Special Educational Needs	DfE	Closing date for responses 30 June 2011	Support and Aspiration: A new approach to special educational needs and disability Green Paper	Deadline is before Improving Lives panel. To be reported verbally at Management Board	Policy Lead Jenny Lingrell Martin Fittes Cllr Rushforth	Green Paper
Review statutory duties, guidance and policies/documents for schools	DfE	Responses required by 19 August 2011	Changes to the Admissions Framework: A consultation	This consultation seeks views on the draft School Admissions Code and draft School Admission Appeals Code. To be considered by Improving Lives Commission in July	Policy Lead Jenny Lingrell David Hill Cllr Rushforth	Consultation Paper
School Workforce	DfE	Responses required by 16 August 2011	Proposed changes to performance management and capability arrangements for teachers	The White Paper "The Importance of Teaching" set out plans to shorten and simplify current regulations and remove the duplication between performance management and capability procedures. This consultation invites comments on a number of specific proposals.	Policy Lead Jenny Lingrell Liz Buxton Cllr Rushforth	Consultation Paper
Provide strong and transparent incentives for local authorities to build new homes	DCLG	Responses required by 30 June 2011	Relaxation of planning rules for change of use from commercial to residential consultation published	Cabinet member Regeneration and Environment 20/6. This could not be considered by Scrutiny within the timeframe.	Policy Lead Michael Holmes Cllr Smith	Consultation
Reform of planning system to give neighbourhoods more ability to shape the place where they live. (longer term aim)	DCLG	Responses required by 06 July 2011	Planning for traveller sites	Cabinet Member Regeneration and Environment 20/6 or 4/7. To be considered by Improving Places Commission.	Policy Lead Michael Holmes Cllr Smith	
Build the Big Society by encouraging volunteering and involvement in social action	DCLG	Responses required by 14 June 2011	Best Value: New draft statutory guidance - Consultation	OSMB 10/6; cabinet member for community development, equality &young people 13/6	Policy Lead Michael Holmes Cllr Hussain	Consultation

Cut local Government inspection and abolition of CAA	DCLG	Responses required by 30 June 2011	Future of Local Public Audit consultation	Deadline means that this will be considered by the Chair and Vice Chair of Self Regulation prior to sign off by Cabinet Member	Policy Lead Colin Earl Cllr Akhtar	Audit Consultation

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	**MEETING:**	**Overview and Scrutiny Management Board**
2.	**DATE:**	**24 June 2011**
3.	**TITLE:**	**Review of Overview and Scrutiny Arrangements - Update**
4.	**DIRECTORATES:**	**Chief Executive's** **All Wards**

5. SUMMARY

The report details progress to date in implementing the recommendations of the review of Overview and Scrutiny arrangements in Rotherham.

6. RECOMMENDATIONS

THAT OSMB:

a. comments on the action plan attached as Appendix A.

7. PROPOSALS AND DETAIL

7.1 As part of its 2010/11 work programme, the former Performance and Scrutiny Overview Committee set up a review group to examine the role and function of scrutiny in Rotherham in light of the changing local government landscape. The review and recommendations were agreed in full at the Council meeting of April 20 2011, with a view to implementing the arrangements from May 2011.

7.2 With very few exceptions, Overview and Scrutiny is seen to be a valuable part of the governance arrangements of the Council and has widespread support from both Members (Executive and non-Executive) and officers. However, there was a strong view that scrutiny needs to be different both in approach and its arrangements. It was agreed that this should be achieved through:

- Council agreeing a shared understanding of the role and function of Overview and Scrutiny in Rotherham;
- A greater focus on those areas where scrutiny can make the greatest impact;
- A greater emphasis on advance planning of scrutiny's work programme to enable scrutiny to look at borough-wide priorities and examine key issues, with clear links to corporate processes and decision-making cycles;
- An improved dialogue between Scrutiny, the Cabinet and Strategic Leadership Team about respective roles and responsibilities;
- Ensuring that scrutiny can respond to major service and structural changes e.g. NHS reforms, Localism Bill and the emerging transparency/self-regulation agendas, focusing outwardly and not just on the Council;
- Building on what works- scrutiny reviews are widely recognised as having impact and adding organisational value but future work should be more focussed and timely;
- Responding to financial, staffing and other resource constraints; leaner structures, with fewer panel meetings;
- Ensuring that scrutiny reflects and articulates the public voice;
- Supporting members to undertake this 'new' scrutiny confidently and effectively through the Member Development Programme

7.3 Following the reviews approval by Council, an action plan has been developed to outline how the review recommendations are to be implemented (attached as Appendix A). The actions fall into the following broad categories:

- Constitutional amendments (Including terms of reference and role definitions)
- Overview and scrutiny arrangements (structures)
- Work planning and co-ordination
- Member development and awareness raising
- Communication and accessibility
- Co-optee and stakeholder involvement

The plan proposes how each action is to be addressed; estimated timescales and responsible officer.

Member's views are sought on the action plan.

8. FINANCE

It is anticipated that the changes to scrutiny structures arising from the review will lead to greater efficiencies in the use of officer resources, fewer formal meetings and a reduction in the associated production and distributions costs for agendas. Direct officer support to the Scrutiny Members can be met through existing staffing resources located in Scrutiny Services.

Training and development costs will be prioritised through the Member Training and Development Panel and met through Scrutiny Services and Member Development Budgets.

9. RISKS AND UNCERTAINTIES

It has been agreed that the effectiveness of these arrangements are reviewed in 12 months to judge if they are fit for purpose.

The Local Government landscape has changed beyond recognition since 2010. Like other areas of the Council, scrutiny needs to demonstrate relevance and impact but in the context of fewer resources. If scrutiny does not respond to this agenda and change its approach and arrangements, it will undermine its capacity to provide value for money and undertake effective scrutiny both within the Council and externally

10. POLICY AND PERFORMANCE AGENDA IMPLICATIONS

see review

11. BACKGROUND PAPERS AND CONSULTATION

The role and function of overview and scrutiny in Rotherham: future arrangements – Cabinet 6 April 2011

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APPENDIX A

The role and function of overview and scrutiny in Rotherham: Update on scrutiny review (v1) **24.06.11**

Background: The review group agreed to examine whether the overview and scrutiny function of the Council was fit for purpose in light of the changing local government landscape. The aim of the review was to

- explore how Overview and Scrutiny in Rotherham can best demonstrate relevance, challenge and accountability to the wider public;
- improve the efficiency and effectiveness of the scrutiny function, particularly in relation to the emerging self-regulation/ transparency agendas and resource pressures;
- examine if changes could be made to ways of working and structures to lead to greater focus and better outcomes for scrutiny and the wider governance arrangements of the Council;
- examine how scrutiny members are enabled and supported to take on new responsibilities or ways of working.

Next steps

The review made 8 recommendations. Broadly these fall under the following themes:

- Constitutional amendments (Including terms of reference and role definitions)
- Overview and scrutiny arrangements (structures)
- Work planning and co-ordination
- Member development and awareness raising
- Communication and accessibility
- Co-optee and stakeholder involvement

Theme	What needs to happen	Date to be completed	Responsible officer
Constitutional amendments - Amendments to be submitted to Annual Council Meeting - TORs and remit developed	Completed Completed	May 20, 2011	CW
Changes to Overview and Scrutiny arrangements - management board - 4 select commissions	Completed	Implemented from May 2011	DF
Work planning and co-ordination - Management Board to co-ordinate work programme and agree system for prioritisation - all OSMB members to be contacted and invited to attend work planning event - SLT and partner involvement - regular sessions arranged with Cabinet members to discuss work programme - sessions with Audit Committee/Area Assemblies to identify joint areas of work - All members contacted and asked for views on work programme	Discussions started on work programme. Long list completed. **Decision required on prioritisation** Completed SLT contacted for input. **Further discussions required** **To be arranged** **To be arranged** Competed – members contacted by email. Views fed into programme	from May 2011 July 2011 from June 2011 June/July 2011 (then quarterly) July/August 2011	DF DF DF/MK DF CW
- M3 and managers briefings - Review of Forward Plan of Key decisions	Briefing completed; **awaiting approval** **Amend 'How the Council Work' briefings** **To be scheduled at future OSMB. Discussion with Cabinet/SLT**	June/July 2011 (ongoing) July 2011	Member Development officer DF/MK

- Improve systems for seeking public views	**To be considered as part of co-optee/public engagement review**	Autumn 2011	CW
Member development and awareness raising Deliver a Member Development programme to support O&S' development and raise awareness and understanding of the new roles, by:			
- An initial "work planning" event to inform the work programme and any future Member Development activity	Work planning event held. *Issues arising to be fed into MDP*	From July 2011	Member Development officer
- A programme of role development and skills training for members, including questioning skills and effective chairing	Review MDP to ensure skills based training is reflected in programme	from August 2011	Member Development officer
- A programme of awareness raising sessions for officers and partners (ie How the Council Works)	To be scheduled	From July 2011	Member Development officer
- member induction programme awareness raising	Induction completed – review and amend 2012 programme as appropriate	February 2012	Member Development officer
Communication and accessibility - publicise work programme	On completion publicise - On RMBC website - Press - Partners	From June 2011 July/August 2011	DF
- seek public views	**To be considered as part of co-optee/public engagement review**	August 2011	CW
- develop communications protocols	**To be considered as part of co-optee/public engagement review**	August 2011	CW

- revisit website and explore potential for new technologies	Begin discussions with Communications Manager		CW
Co-optee and stakeholder involvement - revisit current co-optee to 'reallocate' to new select commissions - revisit co-optee 'bank' – allocate to select commissions - develop system for 'calls for evidence' - Explore opportunities and agree approach for joint scrutiny *with other authorities ; *non-executives/scrutineers from other bodies	Completed **To be considered as part of co-optee/public engagement review** **To be considered as part of co-optee/public engagement review** Continued involvement in regional network Explore opportunities and feed back to OSMB	June 2011 Autumn 20111 As above Ongoing Autumn 2011	CW CW DF BM DF

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
Friday, 10th June, 2011

Present:- Councillor Whelbourn (in the Chair); Councillors Falvey, Gilding, J. Hamilton, Hughes, Jack, License, G. A. Russell, Steele and Whysall.

1. WELCOME

The Chairman welcomed everyone to the first official meeting of the newly established Overview and Scrutiny Management Board.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

3. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

There were no questions from members of the public or the press.

4. MINUTES

Resolved:- That the minutes of the meeting of the former Performance and Scrutiny Overview Committee held on 27th April, 2011 be approved as a correct record for signature by the Chairman.

5. PLAN ON A PAGE

Deborah Fellowes, Policy Manager, presented the submitted plan on a page highlighting the background to the document which was aimed at tackling key inequalities. Behind the plan was a more detailed document indicating key actions/areas of delivery to achieve the priorities.

The plan was based around the following five priority themes:-

- making sure no community was left behind
- providing quality education : ensuring people had opportunities to improve skills, learn and get a job
- ensuring care and protection were available for those people who needed it most
- helping to create safe and healthy communities
- improving the environment

Twenty nine outcome areas were identified in the plan, together with the way it was proposed to achieve those outcomes

Discussion and a question and answer session ensued focusing mainly on implementation timelines.

Resolved:- (1) That the information be noted.

(2) That quarterly monitoring reports should be submitted to the Self Regulation Scrutiny Select Commission in the first instance prior to consideration by the Strategic Leadership Team.

6. BEST VALUE- NEW DRAFT STATUTORY GUIDANCE CONSULTATION

Michael Holmes, Policy Officer, presented the submitted report which set out the proposed response to the consultation on the Best Value – New Draft Statutory Guidance.

The Government's rationale was to free local authorities from targets, guidance and duties. This included revoking guidance on the two tier code and the whole statutory guidance 'Creating Strong, Safe and Prosperous Communities'. It also included plans to repeal the two remaining statutory duties covered in it (the Duty to Involve and the Duty to Prepare a Sustainable Community Strategy). The aim was to encourage authorities and civil society to collaborate more, including greater involvement for voluntary groups as well as small businesses in the running of public services.

In that context Government was introducing minimal, light touch Best Value statutory guidance setting out clear expectations when councils considered cutting funding to local voluntary and community organisations. This would provide much clearer expectations for voluntary and community organisations in their relationship with authorities and aimed to be more explicit about the scope for authorities to consider social value in their functions and allow them appropriate discretion in considering the circumstances of individual cases.

The consultation questions that the Council were asked to respond to as a result of this draft guidance were:-

- Was the guidance clear, specific and proportionate?
- Was there anything else that we should cover in order to provide more clarity to Councils, contractors and the voluntary and community sector?
- Were there any other issues that we wish to raise?

In relation to the new guidance, the assessment showed that the existing arrangements for commissioning and de-commissioning of services was sufficient to comply with the guidance. It was noted, however, that more could be done to utilise effectively the Community Engagement Team and Area Assemblies when discussing de-commissioning of services with organisations and communities.

It was also noted that the Council was obliged to work within the financial regulations, standing orders and EU procurement rules in all matters relating to commissioning and procurement of services.

Appended to the report was the outcome of two exercises looking at:

(a) what should we stop doing now when the guidance is revoked?
what should we continue with and why?

(b) assessing the extent to which the Council was compliant with the new guidance and highlighting any required action

This showed that the Council would not have to change anything in order to comply with the new guidance, but that it was important to maintain good practice on community engagement and consultation in relation to service provision.

The response deadline was 14th June, 2011.

Discussion ensued and focused on the need to ensure that performance management information was provided in a meaningful way in an easy to read format and not just be published on the website,

Resolved:- (1) That the information be noted and the draft response be supported.

(2) That, further to (1) above, reference should be made in the response to the need to ensure that performance monitoring information was provided in a meaningful way and easy to read format.

(3) That the draft response be referred to the Cabinet Member for Community Development, Equality and Young People's Issues for approval.

7. LOCALISM BILL

Further to Minute No. 157 of the meeting of the Performance and Scrutiny Overview Committee held on 8th April, 2011, Steve Eling, Policy Officer, presented the submitted report relating to the above and indicating that the Bill had completed the Commons stages with a number of amendments and was now subject to scrutiny in the Lords.

To address the potential wide ranging implications for the Council, a cross Council working group had been established. The Group was currently assessing the provisions of the Bill to identify governance, policy, service delivery and community implications. The report provided the findings to date from the Group's work and recommended courses of action in relation to the following five blocks:-

- Governance

- General power of competence
- Governance of the Council
- Predetermination
- Standards
- Pay accountability
- Repeals
- EU fines
- Non-domestic rates
- Local referendums
- Council Tax

- Communities

- Potential impact the Bill could have on the working relationship between the Council, the Voluntary and Community Sector and Parish Councils

- Planning

- Neighbourhood planning
- Assets of community value
- Core strategy

- Housing

- Homelessness
- Allocations
- Tenure reform
- Succession rights
- Mobility of social housing tenants
- Finance – Housing Revenue Account Reform

- Localism and Procurement

Discussion and a question and answer session ensued and the following issues were covered:-

- relationships with parish councils, accountability issues and neighbourhood forums

- parish plans and neighbourhood plans

- standards regime and implications for parish councils

- e-petitions

- communities and evolving relationships

- LDF consultation, LDF framework and neighbourhood plans

- assets of community value and how it was proposed to work

- discharging homelessness duty in the private sector through fixed term tenancies

- scrutiny review of private landlords

- need for a scrutiny view prior to Cabinet (Member) considerations

- need to look at accessibility of e-petitioning

- need for a shared understanding of the parliamentary process

Resolved:- (1) That the information be noted and the five block approach to assessing the provisions of the Bill be supported.

(2) That the recommendations contained within the report under the block headings be noted.

(3) That the policy direction and implications for delivering the Corporate Plan, especially around neighbourhood planning, the role of community forums, area assemblies and parish councils be noted.

(4) That the awareness raising and consideration of the implications arising through the member development programme and staff sessions be noted.

(5) That further reports be submitted as the Bill passed through Parliament and on details of proposed implementation in Rotherham.

(6) That future reports be submitted in a timely manner prior to decisions being made on any proposals.

8. CO-OPTION ONTO SELECT COMMISSIONS

Deborah Fellowes, Policy Manager, presented briefly the submitted report relating to arrangements for the allocation of co-optees to the new select commissions.

The report highlighted the arrangements under the former Performance and Scrutiny Overview Committee and proposals for the way forward under the new overview and scrutiny arrangements.

Due to resource constraints, it was not proposed that a new recruitment process began at this point. It was proposed that 'matching' existing co-optees to the new select commissions, either through their expressed preference or reviewing their 2010 expression of interest, was advisable and, as such, a proposed list was appended to the report.

It was also proposed that co-option and public engagement arrangements were reviewed in Autumn 2011 to identify any potential gaps or areas for improvement, with a view to recruiting co-optees for the beginning of the 2012/13 municipal year.

Resolved:- (1) That the allocation of existing co-optees to the select commissions, as set out in the Appendix to the report submitted, be approved.

(2) That a review of co-option and public engagement arrangements be undertaken in Autumn 2011 with a view to recruitment for the 2012/13 municipal year.

9. BOARD REPRESENTATIVES

Resolved:- That the following appointments be approved:-

(a) Members' Training and Development Panel - Councillors G. A. Russell and Steele

(b) RBT Governance Group - Councillor Hughes

10. DRAFT WORK PROGRAMME 2011/12

Deborah Fellowes, Policy Manager, presented the submitted report on progress on an outline work programme for the Overview and Scrutiny Management Board (OSMB) and select commissions for the 2011/12 municipal year as discussed at the informal meeting of the OSMB held on26th May, 2011. A draft programme was submitted.

The report highlighted:-

- issues discussed at the informal OSMB meeting

- sources that should inform the final work programme namely:

  - backbench members
  - Cabinet/SLT
  - Forward Plan
  - Community Strategy/Corporate Plan
  - Partners/Local Strategic Partnership/co-optees
  - Complaints or surgery reports
  - issues from area assemblies/parish councils
  - policy implementation – impact
  - performance issues/inspections
  - petitions
  - press/media
  - budget or policy proposals
  - major service developments e.g. ALMO, RBT
  - risk register and internal audit reports (in co-ordination with the Audit Committee)

- 'long list' programme

- prioritisation using the following approach :

  - public interest
  - ability to change or influence
  - performance – only look at areas that required improvement
  - extent – borough wide or large district
  - replication – is it being done by anyone else

- monitoring arrangements

Discussion and a question and answer session ensued and the following issues were covered:-

- need for scrutiny select commissions to consider relevant reports from Internal Audit and a mechanism to determine which reports go where

- need for select commissions to be aware of Internal Audit activity where it was relevant to scrutiny and ongoing discussions to determine the best way forward in terms of content, frequency and select commission arena

- return of housing management and stock and scrutiny of what the service entailed

- localities review

- role of the Strategic Leadership Team (SLT) and focus on the following key themes:-

    - resources and efficiency moving forward
    - health and wellbeing (role of the local authority moving forward regarding public health)
    - continuing health care
    - early intervention and prevention council wide
    - Localism
    - Town Centre issues (crime and disorder, cohesion, inward investment, car parking)

- offer of SLT resources to assist/support reviews of the above

- scheduled meetings with Cabinet and SLT

Resolved:- (1) That the first draft of issues to be considered as part of the work programme be noted.

(2) That the issues timetabled for July in the appendix now submitted as a potential early work programme for the select commissions, whilst the full programme was still being developed, be approved.

(3) That quarterly meetings should be scheduled with Cabinet and SLT to discuss issues of interest/concern.

(4) That the Chairs of Improving Places and Self Regulation Scrutiny Select Commissions, Cabinet Member for Safe and Attractive Neighbourhoods and the Strategic Director, Neighbourhoods and Adult Services be requested to liaise to consider the way forward regarding scrutiny of the housing management and stock

(5) That a further report be submitted on the work programme following consultation with key stakeholders.

(6) That discussions continue regarding establishing a connection between Audit and the Self Regulation Scrutiny Select Commission and formulating a mechanism to ensure relevant reports from Internal Audit are considered by the Select Commission.

11. WORK IN PROGRESS

(a) Deborah Fellowes highlighted outstanding reports from the previous scrutiny arrangements which were re-allocated to the following select commissions:-

- Preliminary Flood Risk Assessment	:	Improving Places
- Budget and Capital reports EDS	:	Self Regulation
- Landfill Sites and Expenditure	:	Improving Places
- EDS West Bawtry Road	:	Improving Places
- Criteria for pedestrian crossings	:	Improving Places
- Review of Polling Stations/Districts	:	Management Board
- Private Landlords	:	?

(b) Councillor G. A. Russell referred to the breastfeeding review and concerns raised regarding the lack of advertising of available facilities.

Resolved:- That the Chairs and Vice-Chairs of the Health and Improving Lives Select Commissions, together with scrutiny advisers, liaise and look into this issue.

(c) Councillor Jack reported:

- Rotherham Domestic Abuse Forum was meeting next Tuesday
- Councillor Steele and herself had met John Radford on 7th June, 2011 to discuss the Local Authority's responsibilities in relation to public health
- Meeting of the Health Scrutiny Select Commission on 14th July was to be themed around care of the elderly

12. CALL-IN ISSUES

There were no formal call-in requests.

13. CATH SALTIS

The Chairman reported that this was Cath's last meeting and last working day before her retirement at the end of June.

The Chairman and members thanked Cath for her unswerving commitment over the years to the Council in general, scrutiny in particular and member training and development.

The Board placed on record its thanks to Cath for her services to the Council and wished her a long and happy retirement