

IMPROVING PLACES SELECT COMMISSION

**Venue: Town Hall, Moorgate
Street, ROTHERHAM.
S60 2TH**

Date: Wednesday, 13th June, 2012

Time: 1.30 p.m.

A G E N D A

1. To determine whether the following items should be considered under the categories suggested in accordance with Part 1 of Schedule 12A (as amended March 2006) of the Local Government Act 1972.
2. To determine any item(s) the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for absence.
4. Declarations of interest.
5. Questions from members of the public and the press.
6. Communications.
7. Minutes of the previous meeting of the Improving Places Select Commission held on 4th April, 2012. (Pages 1 - 5)
8. Nominations to groups and outside bodies. (Pages 6 - 8)
9. Improving Places Select Commission Work Programme, 2012/13. (Pages 9 - 13)
 - Deborah Fellowes, Scrutiny Manager, to report.
10. Localism Act, 2011. (Pages 14 - 20)
 - Steve Eling, Policy Officer, Resources Directorate, to report.
11. Progress update on the "Scrutiny Report of the Winter Weather Review Group", October, 2011. (Pages 21 - 42)
 - Anthony McDermott, Emergency Safety Manager, to report.

12. Date, time and venue for the next meeting:-

- Wednesday 25th July, 2012, to start at 10.30 am in the Rotherham Town Hall.

IMPROVING PLACES SELECT COMMISSION
Wednesday, 4th April, 2012

Present:- Councillor Whysall (in the Chair); Councillors Andrews, Atkin, Beaumont, Dodson, Gilding, Gosling, Johnston, Middleton, Read, Sims and Swift.

Together with co-opted members:- Mr. Derek Corkell and Mr. Brian Walker.

Apologies for absence had been received from:- Councillors Ellis, Falvey, Havenhand, Pickering and Rushforth and co-opted members Messrs. Carr and Hartley and Parish Councillor Jepson.

41. DECLARATIONS OF INTEREST.

There were no declarations of interest to record.

42. QUESTIONS FOR MEMBERS OF THE PUBLIC AND THE PRESS.

There were no members of the public or the press present at the meeting.

43. COMMUNICATIONS.

Nothing was raised under this item.

44. MINUTES OF THE PREVIOUS MEETING OF THE IMPROVING PLACES SELECT COMMISSION HELD ON 22ND FEBRUARY, 2012.

The minutes of the previous meeting held on 22nd February, 2012, were considered.

Resolved: - That the minutes of the previous meeting be approved as a correct record for signature by the Chairman.

45. EXCLUSION OF THE PRESS AND THE PUBLIC.

Resolved: - That item 9 be considered in the absence of the press and the public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006) (information relating to the financial or business affairs of any particular individual (including the Council)).

46. TOURISM IN YORKSHIRE AND THE HUMBER.

Justin Homer, Local Government Yorkshire and Humber, was welcomed to the meeting. Justin had prepared an update on tourism and related issues within Yorkshire and the Humber.

Consideration was given to the following: -

- **National Tourism Policy: -**

The coalition Government had published a Tourism Policy in March, 2011, that

positioned tourism as a central part of local economic growth ambitions. The Policy envisaged a key role for Local Enterprise Partnerships (LEPs), and new “Destination Management Organisations” (DMOs) to provide strategic leadership over both destination marketing and management. The Government was supporting a £100m marketing campaign co-funded with private sector partners, including airlines, hoteliers and booking operators.

The overall aim was to attract an additional four million visitors to Britain, which was projected to bring an additional £2billion into the economy and see the national creation of 50,000 jobs. The Policy also aimed to increase the number of internal holidays taken by UK residents to match the number of those taken abroad. This would mean that 29% of holidays would be taken within the UK, as opposed to 20% now. The scope of this aim included targets for longer (four plus days) and shorter stays.

An aspiration within the Policy was to become one of the top five most efficient and competitive visitor economies in the world.

- **Yorkshire and Humber: Context & Implications: -**

The market share of international visits to Yorkshire and the Humber had increased in the nine months to September 2011 by 12%, compared to a 4% increase in the national average. There was also an increase in length of stay for international visitors. Footfall at Yorkshire and Humber attractions had also increased.

There was evidence to suggest that the campaigns run by Welcome to Yorkshire (WtY) were contributing to these increases. WtY had been acknowledged as an example of best practice in terms of private sector linkages and campaigns within the Coalition Government’s Policy. However, following the closure of the Regional Development Agencies, there were sustainability implications for the regionally-based tourism organisations.

- **Welcome to Yorkshire and local government: -**

WtY had received annual funding from Yorkshire Forward, which ceased at the end of the 2011/12 financial year. From April, 2012, this meant that the organisations would need to be self-financing. Current and future funding streams were considered and it was noted that a proportion of the organisation’s funding had been received from local authority subscriptions. Local authorities could also opt to fund local or sub-regional campaigns.

- **Increasing LEP leadership of tourism in Yorkshire and Humber: -**

The activities and priorities of the Sheffield City Region, Leeds City Region and Humber Local Enterprise Partnerships were considered, along with the links the LEPs had with partner organizations.

- **Development of local Destination Management Organisations (DMOs): -**

Councils and National Park Authorities in Yorkshire and the Humber had been asked about the potential role for DMOs within their areas. There did not

appear to be a desire to specifically create new DMOs along the same footprint of the four Yorkshire and Humber LEAs, despite their focus on tourism.

Therefore, it appeared that the establishment of DMOs was taking place on a more local or thematic level. In some areas existing local authority tourism units or visitor marketing teams were being merged to effectively create new local DMOs. In other cases specific new partnerships were being created at authority level which effectively constituted new local DMOs.

Local areas were also clearly considering what their local tourism “brands” were and recognising the need to work with other local authorities and the private sector on promoting them when such brands were not restricted to any particular administrative boundary, for example, the Moors or Discover Yorkshire Coast. Options around new, specific DMOs to manage these cross-cutting brands were being explored in some areas; and some councils had emphasised that these brands could extend well beyond the region and LEA areas.

There was clearly a varying mix of approaches and concepts of what an effective DMO should be, depending on whether a local authority area is an intrinsic tourism brand in itself, or whether cross-cutting thematic brands are more relevant to its visitor economy. This was in line with the flexible view of what may constitute a DMO, as set out in the Government’s Tourism Policy.

- **Regional Growth Fund support to VisitEngland’s “Growing Tourism Locally” programme**

It was noted that Visit England had secured a £20m Regional Growth Fund bid for a three-year ‘Growing Tourism Locally’ programme. Fourteen partners had been confirmed, and all were in effect local DMOs. Through targeted activity these geographical regions would take part in a wider series of thematic campaigns focusing on countryside, heritage, coastal and business tourism.

Discussion ensued, and the following issues were raised and clarified: -

- Refocusing of Welcome to Yorkshire organisation’s core business in response to decreasing funding streams;
- Television advertising campaigns that had been run by Welcome to Yorkshire;
- Working with private sector partners and organisations.

Resolved: - That the information shared be noted.

47. ROTHERHAM - THE LOCAL PERSPECTIVE.

Tracy Holmes, Head of Corporate Communications and Marketing, Resources Directorate, was welcomed to the meeting and provided an update presentation to the Improving Places Select Commission about the works that were underway in relation to promoting Rotherham.

The update included: -

- The structure and location of tourism issues within the Corporate

Communications and Marketing team;

- The activities that the team undertook in relation to marketing were: -
 - Organise and support specific events and activities;
 - Visitors' Centre and Box Office;
 - To link with Sheffield City Regional Local Enterprise Partnership, including benefiting from South-Yorkshire initiatives and the South Yorkshire Tourism Advisory Group;
 - Linking with investment initiatives;
 - Capitalisation on investments and other benefits.

Rotherham had links with Welcome to Yorkshire and there were many benefits to this association: -

- Major marketing campaigns, such as London Underground advertisements;
- 'This is Yorkshire' magazine;
- Market intelligence;
- Additional campaigns, strategy and access to funding.

Collaborative work was underway between the Council and Partners: -

- The Rotherham Show;
- Rotherham's Green Spaces;
- Community Stadium;
- Magna;
- Chesterfield Canal Partnership.

One branch of the tourism strategy was to continue works in relation to the Town Centre. This was a dedicated priority for Rotherham's Local Strategic Partnership, and included: -

- Dedicated programme of events;
- Campaigns such as the 'Shop Local' initiative and free parking opportunities;
- Regional awards;
- Exploring joint working with private sector organisations.

Discussion ensued, and the following issues were raised: -

- Considering and promoting the Rotherham 'brand';
- Linkages with Area Assemblies to promote individual areas;
- The role of Elected Members, RMBC Officers and citizens in promoting all of Rotherham's assets;
- Initiation of positive messages;
- Promotion of the new community stadium and Robin Hood airport;
- Rotherham's industrial heritage and the importance of items manufactured here;
- Inclusion of tourist attractions and heritage sites on Rotherham Council's website.

Resolved: - [1] That the information shared be noted.

(2) That the Improving Places Select Commission recommends to the Cabinet that the Council's subscription to Welcome to Yorkshire be maintained.

48. BRONWEN MOSS, SCRUTINY ADVISER.

Councillor Whysall informed the members of the Improving Places Select Commission that this would be Bronwen's last meeting with Improving Places before she left the Authority at the end of April, 2012.

Members of this Select Commission wished to record their thanks to Bronwen for her support over the years, and wished her well for the future.

49. DATE, TIME AND VENUE FOR THE NEXT MEETING:-

Resolved: - That the next meeting of the Improving Places Select Commission be held on Wednesday 13th June, 2012, to start at 1.30 pm in the Rotherham Town Hall.

Representation of the Council on Other Bodies 2012 – 2013

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council
Rotherham Bond Guarantee Scheme	Bond Guarantee Scheme, recent re-organisation taken place undertaken in respect of attendance and support by Officers	1 rep. from Improving Places Select Commission	Bi-monthly	Representative	Claire Boldy	Quarterly performance reports Annual funding report to Cabinet Member
RUSH House Management Committee	Providing the strategic direction and the overall decision making body for the accommodation and support service for homeless people aged 16 to 23	1 rep. from Improving Places Select Commission	Bi-monthly	Co-opt member To read papers, receive minutes and report back.	Sandra Tolley	Elected Member to report to Cabinet Member annually
Social Concerns Committee Churches Together		1 rep. from Improving Places Select Commission				
Environmental Protection - Yorkshire and Humberside Division	The work of the Division is carried out voluntarily by members who want to make an impact upon creating sustainable environments for future generations.	4 reps. from the Improving Places Select Commission	1 event and 3 meetings per year	Representative and information sharing	Mark Ford	Information shared between Officers
Yorkshire and Humberside Pollution and	To consider all matters relating to environmental pollution and control.	2 reps from the Improving Places Select	Annual Meeting In July	Representative	Mark Ford	Report to Sustainable Communities Scrutiny Panel

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council
Advisory Council		Commission				
Women's Refuge	Refuge Management Committee, addresses all management, strategy, policy and operational matters of the Women's Refuge	1 Rep. from Improving Places Select Commission	Monthly	Representative	Sandra Tolley	Monthly management minutes Elected member to report back annually
Groundwork Creswell, Ashfield and Mansfield	Operates a variety of environmental and employment schemes in association with other local organisations.	a named substitute is required (note: Councillor Swift, is the Council's named Director) – last year's named substitute was Councillor Whysall	Quarterly	To substitute for the nominated representative when required		Via the Council's Groundworks Trusts Panel which meets quarterly
Health, Welfare and Safety Panel:-	To oversee health and safety issues throughout the Council's premises.	one member and a substitute from each Select Commission – last year's member was Councillor Swift and the substitute Councillor Gosling	Quarterly meetings plus visits of inspection	Councillor	Sean Fiander, Principal Health and Safety Officer	Via the Panel meetings and bulletins
Local	To assist in the	The 4 Chairs of	Monthly	Select	Andy	Via Cabinet and

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council
Development Framework Members' Steering Group	production of the LDF	the Select Commissions		Commission	Duncan, Strategic Policy Team Leader	Council
Recycling Group	Cross cutting – development of initiatives and implementation of new policies and schemes	1 representative required from each of the Select Commissions (previous attenders:- Councillors Atkin and Whysall)	Quarterly	Input suggestions and consider proposals	TBC (previously Hugh Long, Customer Projects Interface Officer)	Via the appropriate Cabinet Member or Cabinet

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Improving Places Select Commission
2.	Date:	13th June 2012
3.	Title:	Work programme: 2012/13
4.	Directorate:	Resources All wards

5. Summary

The paper outlines current options for a Scrutiny Work Programme for 2012/13.

6. Recommendations**That Members:**

- Identify priority areas to be fed into the draft work programme in line with the Commission's remit
- Identify any areas for review to be undertaken during 2012/13
- Consider how they would like to tackle nominated themes (as outlined in para 7.4)
- Other issues which need to be included, in light of comments made about resource limitations.

7. Proposals and details

7.1 As outlined in the Council's Constitution, the remit of the Improving Places Select Commission is to:

- Community cohesion and social inclusion and the Council's specific initiatives to promote them
- Tourism, culture and leisure services and strategies
- Borough wide housing and neighbourhood strategies
- Economic development and regenerations strategies
- Environment and sustainable development

7.2 As we are at the start of the new municipal year there is a need to begin the development of a new annual work programme. There are a number of factors which need to be considered in pulling the programme together:

- A retrospective look at what was achieved in 2011/12 and any outstanding issues that need to carry forward
 - Improving Places Commission's 2011/12 work programme is attached as Appendix A. The vast majority of this work programme was achieved with a number of issues that will continue to be of interest and will carry forward into the new year's work programme. These include lettings software, transfer of Rotherham 2010 and tourism.
- An opportunity for Scrutiny members to feed issues of concern, into the respective Select Commissions, and enter into a wider discussion around the detail of the work programme.
- In addition to work identified on priority areas or issues referred from the previous municipal year, members are asked for comments on areas to be addressed by the Commission during 2012/13. These should be in line with the commission's remit (suggestions for areas of work relating to other commissions will be referred to OSMB for consideration).

7.3 It is also important to note the changes that have occurred during the last year and the reduction in staffing resources. Any work programme needs to take account of this and look realistically at what can be achieved and where it is best to focus resources and efforts.

7.4 Discussions have already been taking place between Cabinet, SLT and Scrutiny Chairs to identify some strategic priorities for the work programme that will involve joint working across both the Executive and Scrutiny's Commissions. (see below).

- Fuel Poverty
- 11 most deprived areas
- Troubled Families
- Welfare Reform
- Role of local members in their communities
- Reducing Health Inequalities

- Special Educational Needs and announced legislative changes

These joint priorities of Cabinet, Scrutiny and SLT were discussed at the OSMB meeting of 25th April. These priorities represent overarching themes which can either be retained by OSMB to explore or allocated to the Select Commissions to lead on. OSMB allocated the 11 most deprived areas theme to the Improving Places Select Commission. It should be noted also that although OSMB have retained the lead on Fuel Poverty, many members of the Improving Places Commission will be involved in the follow up work due to begin shortly. Similarly, Improving Places have been allocated the lead on Welfare Reform, but this is also viewed as a cross cutting review and will therefore aim to involve members from other commissions throughout the year. Most of the strategic priorities listed in 7.4 will be cross cutting in nature.

It is suggested that members now need to work on the theme and develop an appropriate programme to address the issues. An example of this is the recent work done on Fuel Poverty. Following a themed meeting at the Improving Places commission, a working session was set up which looked in depth at a whole range of issues associated with Fuel Poverty, followed by a focused discussion on what issues Scrutiny could add value to by focusing on e.g. a review of the up and coming Green Deal and how it will work in Rotherham.

A range of methods can be used to look at this including task groups, spotlight reviews, information sessions as well as full reviews.

- 7.5 The work programme is flexible and issues may be referred to OSMB and Select Commissions by individual members as well as from other sources, including members of the public. In determining its priorities for the work programme, Members should make a judgment on what outcomes may be achieved by accepting a referral, bearing in mind resource and capacity implications.

It is suggested that the work programme is reviewed by OSMB members and Select Commissions at regular intervals. This will ensure that issues of greater importance can be given a higher priority, reflecting changing circumstances or events. However if new issues are introduced, to ensure that the work programme is manageable and achievable, Members will need to decide if other items should 'fall off the agenda' to accommodate these discussions.

8. Finance

There are no direct financial implications arising from the report.

9. Risks and Uncertainties

It is important that a robust work plan is put in place to ensure that the work of Scrutiny is targeted, effective and delivers clear outcomes. The risk of not doing this is that the agenda items will become information items and not add value to the work of the Council.

10. Policy and Performance Agenda Implications

The proposed work programme takes on board key policy agendas the Council is currently considering and performance information as and where necessary.

11. Background Papers and Consultation

Cabinet/SLT/Scrutiny Chairs meetings.

12. Contact

Deborah Fellowes, Scrutiny Manager
Resources Directorate

Deborah.fellowes@rotherham.gov.uk tel: (8) 22769

Appendix A

Places Select Commission – work programme 2011/12

Month	Subject	Consultations	Reviews
6 July 11	Town Centre Strategy & National Review of High Streets NAS Projects in Local Neighbourhood Centres	Traveller Site Govt Consultation – deadline 6th July Tom Bell	
August Recess			
7 September	Challenges in the Provision of Housing Advice Prevention of Homelessness To include: Rough Sleepers & Armed Forces (Christine Majer)		Consultation on Software for Choice Based Lettings
19 October On Site	Eco House Building Dearne Valley Eco Vision Fuel Poverty		Spotlight Review/Recommendations
30 November	LDF Consultation Framework/Results		
11 January 12	Economic Plan, Role of Economy Board Update on LEP Progress		Short Review/meeting with economy board to assess progress
22 February	Transfer of Housing Management & Maintenance In House (ALMO)		
28 March	Tourism, Culture & Leisure		

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Overview and Scrutiny Management Board
2.	Date:	8th June 2012
3.	Title:	Localism Act 2011
4.	Directorate:	Resources

5. Summary

Management Board received a report on 16th December 2011 setting out the final details provided for in the Localism Act 2011 (c. 20) and the proposed courses of action for the Council in moving forward towards commencement and implementation in Rotherham. In a subsequent report to Management Board on the 8th June, Board Members were provided an update, detailing the commencement of the Act to date; issues arising from specific provisions in the Act; and the process of engagement of members in addressing the issues identified and determining ways forward.

This is an amended version of that report, to provide members of the Improving Places Commission with the information that is particularly pertinent to them, to be considered as part of discussions to finalise the commission's work programme for 2012/13.

6. Recommendations

That the Commission considers how it would like to take forward its work programme for 2012/13 in tackling the main issues arising from the Localism Act.

7. Proposals and Details

Commencement of the Act

Following Royal Assent to the Act, the provisions are being commenced over a period of time. Most of the provisions have now been brought into force or dates have been announced for commencement. However, where provisions have been made enabling the government to provide further detail in Regulations, in some cases no Regulations have yet been made. The details of commencement in relation to issues covered by the Improving Places Commission to date are as follows:

Part 5

- Chapter 3 Assets of Community Value – only the sections enabling the making of Regulations and providing advice and assistance have commenced (15th November 2011). No further commencement information.

Part 6

- Chapter 1 Plans and Strategies – most section commenced by 15th January 2012.
- Chapter 2 Community Infrastructure Levy – all section commenced by 15th January 2012.
- Chapter 3 Neighbourhood Planning – all sections commenced 6th April 2012, however, not all provisions of the relevant Schedules have been commenced. Notably, the provisions for conduct of referendums have not commenced. Regulations have been made, but not covering all Regulations provisions.
- Chapter 4 Consultation – only provisions to make supplementary provision have commenced.
- Chapter 5 Enforcement – all section commenced 6th April 2012.
- Chapter 6 Nationally Significant Infrastructure Projects – all sections commenced by 1st April 2012.
- Chapter 7 Other Planning Matter – all sections commenced by 5th January 2012.

Part 7

- Chapter 1 Allocation and Homelessness – partially commenced.
- Chapter 2 Social Housing; Tenure Reform – all sections commenced by 1st April 2012 except requirement to have regard to Tenancy Strategy, which commences on 15th January 2013.
- Chapter 3 Housing Finance – all sections commenced 15th November 2011 except for provision for the abolition of Housing Revenue Account subsidy, which currently has no commencement date.
- Chapter 4 Housing Mobility – all sections commenced 15th January 2012.
- Chapter 5 Regulation of Social Housing – all sections commenced by 1st April 2012.
- Chapter 6 Other Housing Matters – partially commenced on 15th January 2012 in relation to Housing Ombudsman supplementary; 6th April 2012 in relation to Tenancy Deposit Schemes; and 1st April 2012 in relation exemption from HMO licensing.

Part 9 Compensation for Compulsory Acquisition – section commenced 6th April 2012.

Regulations have now been published covering a range of the provisions of the Act, however, not all of the regulation making powers have been used to date. Many of the provisions are subject to transitory arrangements with savings provisions for old legislation.

Taking the Act forward in Rotherham

Given the cross-cutting nature of this Act, the Council has taken a co-ordinated approach to assessing the issues arising whilst the Bill was passing through parliament. This has involved a series of reports and members seminars to highlight the provisions and enable early discussions, including with parish councils and the voluntary & community sector.

Since the passing of the Act, there has continued to be a whole Council approach, facilitating detailed reports and briefings to be made including:

- Detailed reports to Cabinet Members on the issues arising within their portfolio;
- Reports to Standards Committee;
- Report to Cabinet;
- Further reports to Scrutiny;
- A further programme of members' seminars, this time each one focussing on part of the Act; and
- Information sessions for managers.

An overview of the seminars covered to date, which are relevant to the Improving Places remit, including the issues arising is given below:

Planning

Officers presented an update on Localism and Neighbourhood planning to Planning Board on 15 March. A commitment was given to do further updates to members as more clarity emerges in the shape of new regulations and/or guidance and best practice examples.

We are running a Neighbourhood Planning even with Planning Aid. The date is to be confirmed but it will be held at the Myplace venue. Although this will be useful to get more clarity on Neighbourhood Planning we have to be mindful of the risk that it could generate applications from parishes to prepare a neighbourhood plan that we would not be able to resource. The issue of "who pays for Neighbourhood Planning" is complex and not helped by lack of a clear steer from government. In particular, who pays for any examination and referendum on a neighbourhood plan and how that charge could be recouped - if at all.

The event would allow us to get our message across to parishes that a better approach would be for them to engage with the Local Plan "sites" consultation process to influence the future shape of their communities. This could be a "win win"

outcome that uses existing processes rather than embarking on a new, untried approach.

A further risk is that neighbourhood plans could run counter to our emerging Local Plan strategy and preferred locations for growth. As any parish could commence a neighbourhood plan now, we could end up in a "race to the finish" in terms of completing our LDF to provide the overarching plan that neighbourhood plans have to conform to. Our decisions on when to hold a referendum could be key if this situation occurs.

Ultimately, a corporate decision would be required on priorities if one or more neighbourhood plans are commenced - if we wish (or are required) to support and finance these then we would have to divert resources accordingly. As the pressure would fall on Planning, the obvious risk is delay to the Local Plan.

Asset Management

The Assets of Community Value members seminar took place on 17th of April. It was well attended with nearly 20 members present. Members were particularly interested around the:

- 1) Register of AOCV and when will this be in place.
- 2) Costs associated with maintaining this register.
- 3) Issues around compensation on reduced land sale value.
- 4) Publicity and awareness raising to communities around AOCV.

It was explained that specific regulations have not been introduced yet and are awaiting further detail on all the above. More wider publicity will be rolled out once we have more guidance issued. We informed members that we will arrange a follow up seminar once we have more detail/information. Members agreed to this and said they look forward to the next update.

Community Right to Buy

A Member Briefing was held to provide Members with an introduction and update on the Community Right to Buy and Register of community Assets. The presentation gave a brief introduction on Localism and an overview of the Community Right to Buy. The presentation also provided detail on the Community Right to Buy process including, definition of assets of community value, nomination criteria and nomination requirements, review of a listing, decision and right of appeal, triggering the moratorium, exemptions and exclusions, and compensation.

There were issues arising from the Member briefing. Member raised concerns over the future use of assets, and the mechanisms which would need to be in place to restrict the use to community purposes only. Members provided a scenario that if a community group wanted to redevelop an area of land which was originally purchased for community purposes, what safe guards could be put in place to prevent this. It was highlighted that any member of any community could be a developer who could exploit the process to their advantage and for their own personal gain.

Members also wanted to establish how the Council were going raise awareness of the legislation. There was a general consensus that the promotion of the new legislation to raise awareness should be limited to restrict the number of applications received. Of those applications received, the Council must be clear and explicit from the start of the process; that any community group who intends to purchase an asset of community value will have to compete with the open market at an open market value. This could restrict the number of applications received and provide community groups with other opportunities under the Asset Transfer Policy to occupy rather than purchase land or buildings.

Members were updated on the fact that the Council had made a decision not to nominate their own assets. This decision was agreed by Members

Housing

Member development session was held on Wednesday, 4 April. There was lots of interaction around options and challenges presented by Localism Act;

Members discussed the potential usefulness of flexible tenancies, especially for:

- a) 4/5 bed roomed properties which often become greatly under-occupied as children become adults and leave home, and
- b) adapted properties where changes in the make-up of the household leaves tenants resident who no longer need an adapted property.

Members were aware that families could be moved from adapted properties using current powers but there are no means moving households who under-occupy to more suitably sized accommodation.

In all, temporary tenancies received a fairly lukewarm response.

The option for ending homelessness obligation in private sector was fairly well received, as were changes to succession rights.

The workshop held a productive discussion around the application of locally determined criteria to RMBC's housing register; members liked the inclusive nature of the existing system but understood the associated difficulties and the importance of understanding our neighbouring local authorities' approach to their housing registers.

To put the housing elements of the Localism Act, 2011, in context the workshop also discussed the wider issues of welfare reform and incentivised Right to Buy

8. Finance

There are financial issues arising from the Act including the potential for "new burdens" not previously identified in government impact assessments, and some for provisions of the Act to have been potentially misrepresented. The latter includes the impression given that local authorities have been freed-up to give business rates discounts, whereas state aid rules apply and the requirement to have regard to the

interests of council tax payers, who would effectively have to meet the costs of any discounts given.

The greater potential financial issue at this stage relates to neighbourhood planning and covering the costs of inspection and referendum. Notwithstanding that the Government has made provision to provide financial support for neighbourhood planning, debate during the passage of the Bill specifically covered the issue of the recovery of costs by local authorities and there being no new financial burden. Consequently, the Act enables the government to make Regulations for local authorities to levy charges and the neighbourhood planning impact assessment identifies that local authorities will recover costs from neighbourhood plan promoters. Debate on the Bill suggested that the costs of inspection and referendum would be met by developers when the new development provided for by the Neighbourhood Development Order is commenced. However, no Regulations have been made providing for levying charges, and advice recently received by the Council from civil servants suggests that the Council will have to meet all the costs, an apparent direct contradiction to assurances given to Parliament in the passing of the Bill.

The Department for Communities and Local Government has recently announced £17 million of funding to help local groups with the cost of drawing up new orders which allow communities to grant permission for new building projects. They have said that the £17 million of funding will be available over the next three years and must be used towards the costs of preparing submissions for Community Right to Build Orders.

9. Risks and Uncertainties

Many of the provisions of the Act have now been implemented. The main areas of risk remain those provisions where it is not possible to fully assess impact. These are mainly around planning; community right to challenge; and assets of community value. Some coverage in the media, including government statements may confuse the provisions of this Act with the provisions of the Local Government Finance Bill, currently before parliament, especially around statements covering business rates.

The programme of reporting will mitigate any risks arising from the uncertainties by ensuring that fully detailed reports are made in a timely manner, providing for informed decisions in good time.

10. Policy and Performance Agenda Implications

The Act should not be seen in policy isolation from other government legislation that impact on the Council, especially around changes in health and welfare reform; changes to local government finance and policy development for social care.

The Council's Local Government Reform Implementation Plan provides an overview of this broader government policy agenda, as it affects the Council and the priorities set out in the Corporate Plan.

11. Background Papers and Consultation

Localism Act 2011 (c. 20)

Contact Name:

Steve Eling, Policy Officer, Resources Directorate, ext 54419,
steve.eling@rotherham.gov.uk

Contributions:

Andy Duncan – Planning
David Stimpson – Asset Management
Wendy Foster – Housing

ROTHERHAM BOROUGH COUNCIL – REPORT TO OVERVIEW AND SCRUTINY MANAGEMENT BOARD

1. Meeting:	Improving Places Select Commission
2. Date:	13 June 2012
3. Title:	Progress Report on the “Scrutiny Report of the Winter Weather Review Group”, October 2011
4. Directorate:	Resources

5. Summary

This report provides the Improving Places Select Commission with an update to the scrutiny review of the Council’s response to the severe weather experienced by Rotherham and neighbouring districts in late November / early December 2010. The scrutiny review was presented to Cabinet on 22 February 2012 and the initial response to its recommendations was further presented to Cabinet on 25 April 2012. All recommendations were approved by it in a generic approval of the proposed response. (C196 refers). The update covered by this report is scheduled to be presented to the Improving Places Select Commission on 13 June 2012.

The scrutiny review commended the efforts of officers and communities during the event, while raising a number of learning points. In addition to the scrutiny review, there has been a full de-brief of all agencies by the Local Resilience Forum (LRF). The LRF de-brief concluded that although a number of problems were experienced, the overall outcome was a success.

Both the scrutiny report and the report following the LRF de-brief make recommendations to further strengthen the agencies’ ability to respond to incidents of this nature. For its part, the Council implemented many actions in the period following the incident and will now take further actions to consolidate its preparedness for severe weather events. The Council will also continue to work with partner agencies to develop our collective resilience to similar incidents occurring in the future.

Attached to this report is an action plan that provides a full response to the recommendations made in the scrutiny report. The Emergency Planning Team is currently co-ordinating a refresh of the Emergency Plan and action based on scrutiny review recommendations will be taken on board as part of the refresh.

6. Recommendations

6.1 The Improving Places Select Commission is asked to note the more detailed action plan at appendix 1 in response to the scrutiny report and the actions being taken as a result of the scrutiny review.

7. Proposals and details

This report provides a response to the 'Scrutiny Report of the Winter Weather Review Group' dated October 2011, following the severe weather event of late November / early December 2010.

The scrutiny report, which was presented to Cabinet on 22nd February 2012, commended the efforts of many involved in responding to the incident. It stated:

"The review found that many officers, councillors, members of the public, emergency services and other partners worked extremely hard during this period to ensure that a minimum level of essential public services were provided across the Borough, in addition to assisting with the critical incident on the A57.

Without this effort & determination, the impact on individuals & communities would have been much greater than it was.

The high level of neighbourliness and community spirit in Rotherham was underestimated - one of the key conclusions to this review is that this community resilience needs to be harnessed by the Council to achieve a more co-ordinated response in similar adverse weather conditions..."

The report also indicated that communication and co-ordination could have been improved. The report suggests these and other benefits could have been helped through the activation of the Emergency Plan, although it acknowledged that "some officers directly involved in the co-ordination of services during the incident would not agree with this finding". The Emergency Plan was not activated during the response to this episode of severe weather. On this occasion, the Chief Executive, the Borough Emergency Coordinator and the Emergency & Safety Manager discussed its activation during the incident and agreed that the response was being adequately resourced and did not require the activation of the Plan. Officers will continue to seek to improve communication and co-ordination, while ensuring this is done in an efficient way and within an overall response which is proportionate to any particular incident.

The Local Resilience Forum (LRF) conducted a full de-brief quickly after the incident (on 6th January 2011), and a number of RMBC officers attended this debrief while other officers submitted written feedback, as did staff from many other agencies. The LRF report makes it clear that the various agencies saw:

"... the A57 rescue operation as being a complete success.... There were no fatalities or serious injuries suffered as a result of the incident.... The multi agency rescue operation was coordinated.... The dedication and hard work of all contributors, in exceptionally difficult circumstances, should be recognised."

Notwithstanding this, the LRF report highlighted various challenges that were mirrored in the scrutiny review.

A number of actions referred to in the scrutiny and/or LRF reports were implemented by officers during the period following the incident, including:

- A new system that will strengthen the recording and review of business continuity plans has been tested and will be rolled out shortly
- Strengthened liaison with partner agencies
- Revision and re-issue of an emergency plan template for parish councils
- Adjusting arrangements and preparations for Winter 2011/12
- Better provision and access to 4x4 vehicles
- Some extra provision of salting facilities
- Agreements with farmers for assisting in any future similar incidents.

Other areas where actions are being taken to further strengthen existing arrangements, having been signposted in the scrutiny and LRF reports, include:

- Working with the LRF on developing an overarching LRF Severe Weather Plan and the dovetailing of individual agency plans into it
- Working with partner agencies on developing a better understanding between all of terminology and using commonly agreed terms in a multi-agency response
- Developing and refining RMBC's own severe weather arrangements, both internally, in respect of coordinating our activities, and externally, improving multi-agency liaison arrangements
- Continuing to keep the Borough Emergency Plan and Business Continuity arrangements under review to address any developmental issues.

Additionally, various issues raised in the reports will need to be considered as part of a wider piece of work on community resilience, including developing and supporting the roles of parish councils, area assemblies, local groups and volunteers.

The full schedule of scrutiny recommendations is contained in **Appendix 1** to this Report, along with the response to the recommendations and the proposed further actions to be taken. The Council's newly appointed Emergency and Safety Manager will progress the recommendations in conjunction with the appropriate personnel from other departments.

The Emergency and Safety Manager will also work with LRF colleagues to implement multi-agency recommendations.

When significant updates have been completed, options for updating officers and Members with any changes will be considered including training and briefings.

8. Finance

There are no immediate financial implications arising from this report.

9. Risks and Uncertainties

Low temperatures and heavy snow, as identified in the Emergency Planning Risk and Hazard Assessment for Rotherham and Sheffield, are risks for organisations and communities each year. These events cause many disruptions for the Council in maintaining service delivery, together with staffing issues, as many officers may be unable to travel to work or not be suitably prepared to work through agile means.

Provision of suitable responses within the Council's emergency and business continuity planning process helps to mitigate the risks.

10. Policy and Performance Agenda Implications

Winter preparedness contributes to the Council's theme of helping to create safe and healthy communities.

11. Background Papers and Consultation

- 'A Scrutiny Report of The Winter Weather Review Group', Oct 2011
- Cabinet 22 February 2012
- Cabinet 25 April 2012
- South Yorkshire LRF 'Debrief of A57 Incident'
- Other Directorates have been consulted in the preparation of this report.

Contact Name:

Anthony McDermott, Emergency Safety Manager, ext 23876 (01709 823876)
anthony.mcdermott@rotherham.gov.uk

Appendix 1

Cabinet's Response to Scrutiny Review – WINTER WEATHER REVIEW

<u>Recommendation</u>	<u>Cabinet Response</u> <i>(detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred)</i>	<u>Officer Responsible</u>	<u>Action by (Date)</u>
<p>1. It is recommended that the Council work with partners to develop common agreement and compatibility with regard to the terms used in emergency planning arrangements. This is subject to differing organisational objectives and service requirements. To provide clarity, the Council's Borough Emergency Plan should set out a Glossary of Terms used by all partners in this regard.</p>	<p>The Local Authority works closely with its emergency response partners through the South Yorkshire Local Resilience Forum (LRF).</p> <p>The Terminology used will be raised within the LRF.</p> <p>The Borough Emergency Plan will be amended to incorporate a Glossary of Terms commonly used within the LRF.</p>	<p>Emergency Safety Manager</p> <p>Emergency Safety Manager</p>	<p>30 June 2012</p> <p>31 August 2012</p>
<p>2. Linking to the above, it is recommended that consultation is undertaken across all directorates and with partners to revise the Borough Emergency Plan to enable a tiered system intrinsically linking corporate emergency planning arrangements to service business continuity plans.</p>	<p>A link between Emergency Planning and Business exists in the Emergency Plan.</p> <p>A full review will be undertaken as part of a current refresh of the Borough Emergency Plan. (N.B. The plan has just been reissued to account of changes to structures and contact details. The full review will commence post the Olympic events in Rotherham & Sheffield)</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>

<p>3. As part of this recommendation, roles & responsibilities are also reviewed with emphasis on clarifying the 'hierarchy' of roles within the plan.</p> <p>Specifically:</p> <ul style="list-style-type: none"> • Borough Emergency Co-ordinator • Strategic Liaison Officer • Forward Liaison Officer • Emergency & Safety Manager 	<p>The key emergency response roles and their responsibilities are documented in the Borough Emergency Plan. Staff recruited to these roles are provided with ongoing training.</p> <p>The Borough Emergency Coordinator has the overall strategic responsibility, in consultation and liaison with the Chief Executive, during both a Minor and Major Incident.</p> <p>The recommendation will be implemented as part of the current refresh of the Borough Emergency Plan.</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>
<p>4. The Council and its Partners develop a Severe Weather Plan that is activated in conjunction with emergency planning arrangements. Section 8 of the Plan currently makes reference to severe weather. The Severe Weather Plan should set out a number of key activities to be undertaken as part of our response:</p>	<p>The LRF has not yet progressed this issue in respect of a multi-agency plan.</p> <p>The review of the Emergency Plan will incorporate the need for developing a RMBC Winter Weather Plan over and above its current incorporation into other plans.</p>	<p>Emergency Safety Manager to raise with LRF</p> <p>Emergency Safety Manager/ Streetpride</p>	<p>31 July 2012</p> <p>October 2012</p>
<ul style="list-style-type: none"> • An agreed criteria between partners that puts the Borough onto an 'Alert Status', this should reflect the levels set out in the Cold Weather Plan for England; 	<p>The Cold Weather Plan for England is a specific plan for Health agencies and has not been adopted by the wider emergency response community either locally or nationally.</p> <p>However, the issue of the delay in alerting the Local Authority has been picked up in the LRF's A57 Debrief Report and assigned a recommendation to rectify this locally for any future incident.</p> <p>Continue to work with LRF partners to implement the recommendations from the LRF's A57 Debrief Report</p>	<p>Emergency Safety Manager to raise with LRF</p>	<p>31 July 2012</p>

<ul style="list-style-type: none"> • Once the alert is triggered, a meeting between partners to enable clarity in the event of a developing situation; 	<p>The LRF has produced a “Strategic Leaders Guide” which documents the process of instigating a Strategic Coordinating Group (SCG), including telephone conferencing options.</p> <p>It should be noted that during the response to the A57 Incident the Council was involved in a number of telephone conferences with partner agencies.</p> <p>The Emergency Planning Team will ensure SLT members are aware of the Strategic Leaders Guide and invite Strategic Directors to LRF training.</p> <p>The Emergency Safety Manager will also raise with the LRF Partners the need for a Silver (Tactical Co-ordinating Group) Protocol to deal with events that may not warrant the declaration of a major incident but are still significant.</p>	<p>Emergency Safety Manager to raise with LRF</p> <p>Emergency Safety Manager</p> <p>Emergency Safety Manager</p>	<p>31 July 2012</p> <p>31 July 2012</p> <p>31 July 2012</p>
<ul style="list-style-type: none"> • A written statement recording a range of anticipated problems that can be used as a briefing further down the ranks of each organisation; this document should be rationale based supporting subsequent decision making; 	<p>The recommendation will be considered during the current refresh of the Borough Emergency Plan, to include the provision of (a) briefing template(s).</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>

<ul style="list-style-type: none"> • A range of locations identified as being suitable Control/Command centres; 	<p>The Council's Emergency Operations Room has recently relocated to Riverside House. In addition, the authority has a contingency base identified at Garden Rooms, Clifton Park.</p> <p>The Operations Room was not activated during the response to this episode of severe weather. The Chief Executive, the Borough Emergency Coordinator, and the Emergency & Safety Manager discussed its activation during the incident and agreed that the response was being adequately resourced and did not require the activation of the Operations Room. This decision was reinforced by the absence of a declaration of a 'major incident' by any other LRF responder.</p> <p>Any further possible locations will be considered and, where appropriate, added to available resources.</p>	Emergency Safety Manager	31 March 2012
<ul style="list-style-type: none"> • A contingency plan for all Forward Liaison Officers (FLOs) to set out roles, possible work locations and communication responsibilities; 	<p>These requirements are defined in an Action Card included in the Borough Emergency Plan.</p> <p>As part of supporting FLOs flexibility, and following the 2010 severe weather event, the Emergency Planning Team has taken on the contract for the lease of the Land Rover therefore providing the FLO 24/7 access to this 4x4 vehicle.</p> <p>Provisions for FLOs will be continuously reviewed, and training adapted accordingly.</p>	Emergency Safety Manager	31 March 2012
<ul style="list-style-type: none"> • In the event of worsening weather, the Network Management Team (Streetpride), work alongside the Emergency Planning Team and report back recommended action to the coordinating officer; 	<p>There are good working relationships with Streetpride and these would/are used in an emergency.</p> <p>The arrangements will be reflected in any winter weather plan</p>	Emergency Safety Manager /Streetpride	30 November 2012

<ul style="list-style-type: none"> • An overview of protocol for staff regarding their roles & responsibilities if they cannot get into work or if they attend an alternative location to work; individual service managers would clarify detail as part of business continuity; 	<p>A HR protocol is in place that covers options for attending work in severe weather.</p> <p>Services will be advised to cover attendance at work issues in business continuity plans, as appropriate.</p>	HR	30 November 2012
<ul style="list-style-type: none"> • A requirement to instigate the Recovery Plan proportionately in relation to the incident; this will support communities to return to normal following severe weather; 	<p>It was determined that a Recovery Coordinating Group (RCG) was not needed on this occasion by the relevant officers and a RCG was not requested by partners.</p> <p>Future BEC training will include an emphasis on recovery planning.</p>	Emergency Safety Manager	30 November 2012
<ul style="list-style-type: none"> • Essential staff (to be identified by individual services) should be supported to ensure they have the right equipment in the event of severe winter weather. A 'Grab Bag' is one way of achieving this and would contain specific items as seen in the appendices. The Council could consider providing the bag itself as a corporate item & consider ways in which it can support staff in the provision of necessary equipment. This may take the form of advice or training for severe weather conditions and should be undertaken in conjunction with the Emergency Planning Team. 	<p>The Emergency Planning Team will support services with appropriate advice and training and will work with them to progress this issue.</p>	Directorates	31 October 2012

<p>5. The proposed Severe Weather Plan should reflect action to be taken in relation to the scale of the identified severity. The Department of Health's Cold Weather Alert Service and the associated Cold Weather Plan for England should be utilised. For example, winter through planning & low level activity at levels 1-2; Business Continuity at levels 2-3; and the Council's Emergency Plan would kick in at levels 3-4.</p>	<p>There is some benefit in identifying trigger levels for emergency responses. However flexibility needs to be maintained to ensure decisions can reflect the circumstances in individual cases. The 'Cold Weather Plan for England' for instance has as a criterion for its highest trigger level "exceptionally severe weather or threshold temperatures breached for more than six days". However, as the A57 Incident has shown us, the impact of a snow related incident can happen over a very short space of time.</p> <p>The Winter Weather Plan will aim to provide guidance on factors affecting actions to be taken.</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>
<p>6. A database is available on the Council's 'Yourself' system detailing all staff, where they live and work base, plus skills available in an emergency situation – however, arrangements to access this information during an emergency or incident needs to be agreed across the Council as part of business continuity arrangements as well as where emergency planning is activated.</p>	<p>The Emergency Planning team will work with HR and ICT on accessing relevant data.</p>	<p>Corporate HR</p>	<p>30 March 2013</p>
<p>7. That Business Continuity Plans are reviewed in light of recent reductions in staff numbers to ensure that a minimum of service delivery is viable.</p>	<p>A new system that will support business continuity planning has been tested and will be rolled out shortly to help services to refresh their plans</p> <p>The Emergency Planning Team will support services to refresh their business continuity plans using the new electronic system.</p>	<p>Emergency Safety Manager & Directorates</p>	<p>31 October 2012</p>

<p>8. Further sharing of information across geographical boundaries needs to be implemented. This applies to the City Region to identify problem areas based on experience of this snow incident. For instance, Nottinghamshire & Bassetlaw Council's should be invited to participate in this exercise, particularly with regard to road & transport issues.</p>	<p>The Emergency Planning Team is currently reviewing Mutual Aid arrangements with other Local Authorities. Sharing of information will be re-examined in this process.</p> <p>The Emergency Planning Team will review information sharing arrangements with neighbouring Local Authorities.</p>	<p>Emergency Safety Manager & other Local Authorities</p>	<p>31 January 2013</p>
<p>9. We recommend greater joint working between the Council and the Ambulance Service to assess how the Streetpride Network Management Team can work with the service to assist with access for emergency vehicles in similar circumstances.</p>	<p>It is normal working practice for Streetpride to liaise with the Yorkshire Ambulance Service and vice versa.</p> <p>The Emergency Planning team will liaise with Streetpride to ascertain any opportunities to further strengthen arrangements they have with the Emergency Services.</p>	<p>Streetpride</p>	<p>Business as usual</p>
<p>10. In accordance with the Community Resilience Agenda, Parish Councils should also be involved in any discussions and planning exercises to co-ordinate road clearances for emergency vehicles.</p>	<p>The Emergency Planning Team has produced an Emergency Plan Template for Parish Councils. This has been recently revised and re-circulated in line with government Community Resilience Guidance.</p> <p>The approach to developing further the practical involvement of parish councils will form part of work involved in developing a Community Resilience strategy that is adopted at senior and political level within the council.</p>	<p>Emergency Safety Manager</p>	<p>30 September 2012</p>

<p>11. Communication links have now been set up via a Facebook Account & internet websites for PCT staff, which is maintained by their Communications Team in the event of an emergency. The Council may wish to consider setting up a similar facility for use in an emergency planning context.</p>	<p>Social Media is an expanding and important source of information for the public. The Council uses Twitter during day to day communications with the public as well as in an emergency.</p> <p>The Emergency Planning Team will work with the Communications Team to review how we use Social Media in an emergency.</p>	<p>Communications Team</p>	<p>30 March 2013</p>
<p>12. The review group recommend to the PCT that they keep a register of locums who may be available to do prescriptions at identified locations in the event of an emergency – further work may need to be undertaken by the GP Consortium & the PCT to identify how pharmacy services could be provided in similar conditions. These arrangements would be integrated in to the Council & the PCT's Emergency Planning systems.</p>	<p>The future emergency Planning arrangements for the NHS, taking into account the major NHS change programme, are still to be determined. Once finalised, whichever NHS body becomes responsible for these arrangements would be expected to provide a single point of contact for GPs and other similar facilities which they can disseminate amongst the NHS community.</p> <p>The Council will continue to work with the PCT and its successor on an ongoing basis.</p>	<p>NHS</p>	<p>30 March 2013</p>
<p>13. The PCT recommend to the Council, that work is undertaken to ensure a joint agency approach on the coordination of 4x4 transport required in these conditions. It is proposed that one organisation is able and authorised to offer this service. The placement of these resources should be based upon incidence of vulnerability, need & risk to life.</p>	<p>This matter has been discussed through the LRF with partner agencies following the issues that arose in the winter of 2010. The PCTs were informed at the time that, whilst other agencies would assist where available, they should review their own Business Continuity arrangements, as Local Authority and other agencies' vehicles may be already be deployed delivering their organisations' critical services.</p> <p>The issue will be revisited with the LRF to determine what coordinating arrangements are being / can be put in place.</p>	<p>Emergency Safety Manager</p>	<p>30 June 2012</p>

<p>14. Managers indicated that they preferred RMBC to provide a direct service in such extreme circumstances so that the Council could ensure that care services were co-ordinated. The review group support an agreement whereby the Council co-ordinate agency staff in a repeat situation.</p>	<p>Care services will be asked to provide for alternative options as appropriate in their business continuity plans.</p>	<p>NAS</p>	<p>31 October 2012</p>
<p>15. Vulnerable locations need to be identified for clearance as recommended by the PCT & NHS Rotherham. This should also apply to identify locations where an emergency control room could be established.</p>	<p>This matter had been addressed by EDS, PCT and NAS in preparation for winter 2011-12.</p> <p>Joint working will continue annually prior to the onset of winter / as and when required</p>		<p>Complete</p>
<p>16. The review supports Adult Services requirement that a rota is in place for the use of available 4x4 vehicles to pick up and transport staff to locations where they are needed; this information to be included in the Emergency Plan and all Business Continuity Plans with each directorate making contribution to the cost of using these vehicles. This recommendation is also supported by the PCT.</p>	<p>The Council's 4x4 vehicles need to be prioritised to ensure the Council can deliver as many of its critical services as possible.</p> <p>The Emergency Planning Team will further review the Council's current planning arrangements for the use of the limited fleet of 4x4 vehicles during severe weather.</p>	<p>Corporate Transport/ Emergency Safety Manager</p>	<p>31 October 2012</p>

<p>17. The review group identified a need to hire 4x4 vehicles to ensure the transportation of essential staff to specific locations. This has already been implemented via the Enabling Care Service which leases vehicles throughout the year. In the winter months, regular vehicles are replaced with 4x4's - staff have been trained to drive these vehicles in snow.</p>	<p>As per recommendation, action already taken.</p>		<p>Complete</p>
<p>18. It is recommended that service managers review how they send their service updates through to the Communications Team so that the Council website can be more dynamic and informative.</p>	<p>In an emergency the Emergency Planning team liaises with the Communications Team to ensure the public are kept informed, this can be via the website, social media and the local radio.</p> <p>Links with Recommendation 11. The Emergency Planning Team will work with the Communications Team on methods of keeping all stakeholders informed.</p>	<p>Communications Team</p>	<p>30 November 2012</p>
<p>19. A list of phone numbers for building caretakers should be drawn up so that a group text can be sent informing them that staff may be looking to leave their buildings en mass, potentially leading building closure and security requirements. In return, staff should have clear communication & reporting mechanisms if they can't access a building. Additional key holders need to be nominated.</p>	<p>Facilities Management operate an 'out of hours' on-call Caretaker service through a dedicated mobile number. As the majority of council staff are now based in Riverside House this will be become less of an issue.</p> <p>The Emergency Planning Team will keep under review building and caretaking requirements and ensure these are adequately reflected in the Emergency Plan and relevant communications.</p>	<p>Facilities Management</p>	<p>Complete</p>

<p>20. RMBC officers (especially the FLO) attending an incident must be more visible to other agencies, community groups & members of the public. A review of how to achieve this should be undertaken.</p>	<p>All Forward Liaison Officers and Assistant FLOs are provided with florescent clothing which identifies their role.</p> <p>The Emergency Planning Team will consider any other requirements that need to be met.</p>		<p>Complete</p>
<p>21. In extreme snow conditions, discretion should be used around whether or not to provide salt bins to un-adopted roads – this should specifically apply where it can be shown that vulnerable or elderly residents are located.</p>	<p>The Emergency Planning team will work with Streetpride to assess the extent to which this recommendation can be adopted</p>	<p>Streetpride</p>	<p>30 November 2012</p>
<p>22. The Council should work with neighbouring authorities to ensure that where possible there are consistent levels of gritting on priority routes crossing county borders. We acknowledge that due to operational demands, this may not always be possible, but where achieved, this would enable emergency vehicles to travel safely during ice & snow incidents.</p>	<p>Streetpride has reciprocal agreements with all neighbouring authorities as outlined in the Winter Service Manual. Forecasting is provided at a local level (each authority) and salting is carried out to an appropriate point in a neighbouring authority.</p> <p>Also, links with Recommendation 8. The Emergency Planning Team will continue to review mutual arrangements with neighbouring Local Authorities.</p>	<p>Streetpride</p>	<p>Complete</p>
<p>23. Where road humps are used, residents need to be advised of the technical difficulties re snow clearance. For future road design specifications, snow clearance should be a factor taken into consideration prior to construction.</p>	<p>In the Winter Service Manual on the salting network, roads with road humps are identified so drivers can maximise ploughing at these locations.</p> <p>Before install of new road humps Highways should consult winter maintenance. However, while planning for winter weather should be factor in the location of traffic calming measures; general day-to-day safety should be put first.</p>	<p>Highways/ Streetpride</p>	<p>30 November 2012</p>

	The Emergency Planning team will continue to keep arrangements under review.		
24. Where difficulties arise with road access or clearance, alternative ways of managing snow & ice should be considered – such as utilising a snow warden service.	<p>Streetpride has received 25 volunteers to assist with organising snow clearance. This group will be provided with appropriate training and are anticipated to be available to call on from the 2012/13 winter period.</p> <p>Under severe conditions Streetpride can revert to salting the 'Strategic Network'. This is a shorter network that has been agreed by partner organisations.</p> <p>The system has been improved since 2010 so that in the event of a 'whiteout' situation managers can be more proactive in using their staff to clear snow. Sections that would not be able to carry out their day-to-day activity (e.g. street cleaning) have been allocated areas and key locations to salt, including schools and doctors' surgeries.</p> <p>The Emergency Planning team will keep arrangements under review and support further initiatives to extend resources available for snow clearing.</p>	Streetpride	30 November 2012
25. It is recommended that the security of salt bins is improved to deter members of the public abusing the provision in these conditions. Colouring salt may be one idea to consider.	<p>It should be noted that securing bins could result in members of the public being unable to access salt when they most need it. Any reports of commercial abuse (businesses using salt from council bins for their own premises) are reported to the Police.</p> <p>Streetpride will investigate the feasibility of using coloured salt for the winter period 2012/13.</p>	Streetpride	30 November 2012

<p>26. Pick up points for grit could be established after the initial snowfall & clearance. These would be accessible only for parish councils, area assemblies, farmers & listed community groups to access. The review group accept that this is subject to salt stocks and that it shouldn't impact on the Council's primary duty to keep the highway safe.</p>	<p>Streetpride has entered into agreements with four Parish Councils, licensing Parish Council Salt Bins on the adopted highway. The bins complement the existing Streetpride salt bins that are strategically located throughout the Borough.</p> <p>Streetpride also makes provision of salt for SY Fire & Rescue, Yorkshire Ambulance Service and other council departments.</p> <p>Salt stocks are now kept at 2 satellite depots as well as the main stock at Hellaby Depot.</p> <p>Streetpride will continue to look at other opportunities for provision.</p>	<p>Streetpride</p>	<p>30 November 2012</p>
<p>27. With the assistance of the National Farmers Union, Area Assemblies & Parish Councils, service agreements should be put in place for a pool of farmers to assist with the clearance of heavy snowfalls. The Council will agree a suitable rate of payment for those farmers actively supporting the Council & communities in this way. The agreement would state the geographical boundary within which a farmer would operate.</p>	<p>Streetpride wrote to all local farmers to ask if they would be willing to assist where they had the capacity / resources to do so. Further discussions have been held with the farmers who responded and the farmers have agreed areas they could help salting / clearing.</p> <p>The Emergency Planning team will continue to keep arrangements under review.</p>	<p>Streetpride</p>	<p>30 November 2012</p>
<p>28. Where farmers agree to work with the Council, a subsidy should be provided to pay for equipment for tractors e.g. a plough front.</p>	<p>A payment agreement has been reached to cover any help provided by farmers. The majority of farmers have JCBs with snow clearing capabilities and do not require any subsidies.</p> <p>The Emergency Planning team will continue to keep arrangements under review.</p>	<p>Streetpride</p>	<p>Complete</p>

<p>29. Assess the most cost effective solution to mitigate future freezing; i.e. consider the re-routing of external pipe work to an internal location where this is appropriate; the refit of boilers with a larger diameter condensate pipe; fitting internal taps to allow internal drainage in the case of freezing.</p>	<p>A small number of other installations where a high risk of future freezing has been identified have been re piped internally to minimise future risk. Internal piping of condensates is aimed for on all new installations and is current achieved on 80% of new installations.</p> <p>The performance of heating systems will be kept under review and actions taken as appropriate to mitigate any risks of failure during cold weather.</p>	<p>NAS</p>	<p>Complete</p>
<p>30. Given the cost to re route pipe work – the council supply & fit lagging to vulnerable pipes as a medium term measure.</p>	<p>As recommendation 29</p>	<p>NAS</p>	<p>Complete</p>
<p>31. Consider advising tenants on optimum temperatures & duration for boiler usage to reduce the incidents of freezing pipes during severely cold weather – guidance should also relate to the external temperatures in relation to use of boiler.</p>	<p>Advice is to be disseminated to tenants annually in early October prior to the onset of Winter. In 2011, a Housing Services publication; 'Round Your Place' focused specifically on advice and guidance to tenants about keeping warm and avoiding issues caused by the cold.</p> <p>Advice will continue to be provided to tenants as appropriate.</p>	<p>NAS</p>	<p>30 November 2012</p>
<p>32. That information & advice relating to keeping warm & tackling fuel poverty is issued extensively to all tenants at the outset of winter. This will link to the Council's (with partners) Affordable Warmth Strategy. Also see recommendations under Elected Members.</p>	<p>As recommendation 31</p>	<p>NAS</p>	<p>30 November 2012</p>

33. Report to the Improving Places Select Commission setting out details of boiler repair & pipe replacement programme with rationale for action taken.	Neighbourhoods and Adult Services will be asked to provide an update to the scrutiny commission.	NAS	30 November 2012
34. That all Parish Councils are supported to further develop local emergency plans in line with the guidance on Community Resilience Planning; this should involve contributions from the Emergency Services, PCT & other partners to ensure all representations are included.	<p>The Emergency Planning Team has produced an Emergency Plan Template for Parish Councils. This has been recently revised and re-circulated in line with Government Community Resilience Guidance.</p> <p>Further work on this issue will form part of work involved in developing Community Resilience.</p>	EPT	31 October 2012
35. The Area Assemblies should be a key partner in the above along with other identified community groups – such as local church groups/wardens.	Work on this issue will form part of work involved in developing Community Resilience.	Emergency Safety Manager	31 October 2012
36. As referenced above, the Council assist Parish Councils to be able to draw on a 'bank' of available farmers who already have in place an agreement to clear snow in severe conditions.	<p>See Recommendation 27.</p> <p>Details of the farmers agreeing to help in severe weather conditions will be provided to parish councils</p>	Streetpride	30 November 2012
37. The review group understand that Parish Council Clerks or their representative's are included as key contacts in the Borough Emergency Plan; therefore they must be automatically contacted in the event of severe weather to assess local circumstances.	<p>Work on this issue will form part of work involved in developing Community Resilience.</p> <p>In the event of any severe weather in the meantime, Emergency Planning and Communications Teams will note the need to keep parish councils informed and act accordingly.</p>	<p>Emergency Safety Manager</p> <p>Communications Team/ Emergency Safety Manager</p>	<p>September 2012</p> <p>31 October 2012</p>

<p>38. That consultation takes place with Area Assembly staff to define their role in adverse weather or emergency incidents; this should be an integral part of the Emergency Plan.</p>	<p>Work on this issue will form part of work involved in developing Community Resilience.</p>	<p>Emergency Safety Manager</p>	<p>31 October 2012</p>
<p>39. Area Assemblies should be given the support & resources to develop a snow warden scheme for whom they are responsible & will co-ordinate their activities; this role should dovetail with the Network Management Team who will be focussed on road clearance in priority areas including vulnerable locations or residents within the community.</p>	<p>Work on this issue will form part of work involved in developing Community Resilience.</p>	<p>Streetpride/ Emergency Safety Manager</p>	<p>31 October 2012</p>
<p>40. A communication role with other volunteers, engaging with local organisations and supporting local members in emergency incidents.</p>	<p>Work on this issue will form part of work involved in developing Community Resilience.</p>	<p>Emergency Safety Manager</p>	<p>31 October 2012</p>
<p>41. In the event of adverse weather, churches/undertakers are able to phone a specific number to have routes cleared for a funeral cortege.</p>	<p>Information on routes and contact details should be made available and accessible to all parties. The needs of all people should be considered and addressed based on the respective priorities. Any specific demands will need to be considered against any other requirements.</p> <p>The Emergency Planning Team will assess whether existing arrangements could be strengthened.</p>	<p>Emergency Safety Manager /Streetpride</p>	<p>31 October 2012</p>

<p>42. Ensure that all learning points submitted by VAR are picked up by the relevant council directorates and captured into business continuity plans as appropriate to specific service delivery.</p>	<p>The Emergency Planning Team will ensure that any relevant lessons are built into revisions being made as part of the learning from the severe weather incident.</p>	<p>Emergency Safety Manager</p>	<p>31 October 2012</p>
<p>43. Whilst this review focuses on extreme weather situations, some of these points may be relevant to the provision of adult social care at any time of the year. For example, where volunteers (ACR) are actively supporting the elderly & the vulnerable, either in extreme weather or other circumstance, that they have a clear referral point through which to highlight broader needs.</p>	<p>The scrutiny review report has been passed to the Director for Adult Services to consider and to work with the Emergency Planning Team on developing responses.</p> <p>The Emergency Planning Team and Director of Adult Services will assess any social care specific lessons and implement relevant arrangements to address these.</p>	<p>NAS</p>	<p>30 November 2012</p>
<p>44. The role of SLT along with Cabinet Members should be referenced within the Emergency Plan with particular emphasis on the importance of an emergency meeting to support strategic communication & decision making during adverse weather.</p>	<p>The role of the SLT will be to coordinate the Council's response to the overall multiagency LRF response as well as maintaining, as far as possible, 'business as usual' for normal Council activities. Cabinet Members have a role in communicating with, reassuring and supporting the public in any major incident.</p> <p>These roles can be re-examined in the current refresh of the Borough Emergency Plan.</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>
<p>45. Emergency Planning Training for Members that simulates an adverse weather incident rather than a 'chalk & talk' exercise.</p>	<p>Some training has recently be made available for Councillors.</p> <p>A further session is planned for June 2012.</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>

<p>46. A pack of relevant information including a who's who contact list detailing Parish/& Area Assembly Contacts.</p>	<p>To be considered as part of the refresh of the Borough Emergency Plan.</p>	<p>Emergency Safety Manager</p>	<p>November 2012</p>
<p>47. In the event of adverse weather or any incident that does not result in a control room being established, Members require a priority communication route for sending & receiving information updates. This could be either via a single phone number or an email address connecting to a centrally based co-ordinating officer. This should form part of the review of responsibilities within the emergency plan and business continuity plans.</p>	<p>To be established as part of a refresh of the Borough Emergency Plan.</p>	<p>Emergency Safety Manager</p>	<p>30 November 2012</p>
<p>48. It is recommended that a referral is made to the Member Training & Development Panel to identify training to enable Members to become 'Cold Weather Champions' for their Wards; this would involve distributing information (via council surgeries and other local meetings) about cold weather projects, payments & grants and other appropriate advice. They would be supported by officers to undertake this role. This recommendation works alongside the principles within the Cold Weather Plan for England.</p>	<p>The Emergency Planning Team will liaise with relevant officers supporting the Members Training and Development Panel to identify relevant training and support for Members, additionally taking into account their role in the developing Community Resilience programme.</p>	<p>Emergency Safety Manager</p>	<p>31 October 2012</p>