

IMPROVING PLACES SELECT COMMISSION

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

Date: Wednesday, 18th June, 2014

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 held on 23rd April, 2014 (Pages 1 - 4)
8. Methodology for the prioritisation of highway works and the various methods of highway surface repairs (Pages 5 - 12)
9. Arrangements for managing Off Road Motor Vehicle nuisance (Pages 13 - 16)
10. Representation on Other Bodies 2014/2015 (Pages 17 - 19)
11. Date and time of next meeting - Wednesday 23rd July 2014 at 1.30 pm

Improving Places Select Commission: membership: -

Councillors Andrews, Atkin, Cowles, Foden, Finnie, Gilding, Gosling, N. Hamilton, Read (Chairman), Roche, Sims (Vice-Chairman) and Wallis.

Co-opted members:- Miss P. Copnell (substitute Mrs. L. Shears), Mr. P. Cahill and Mr. B. Walker.

IMPROVING PLACES SELECT COMMISSION
23rd April, 2014

Present:- Councillor Falvey (in the Chair); Councillors Andrews, Atkin, Ellis, Godfrey, Gosling, N. Hamilton, Jepson, Johnston, Pickering, Read, Sims, Swift, Vines, Wallis and Whysall; together with co-opted member Ms. P. Copnell.

Apologies for absence were received from The Mayor (Councillor Foden) and from Councillors Astbury, Dodson and P. A. Russell; and from co-opted member Mr. B. Walker.

56. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

57. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

58. COMMUNICATIONS

The Select Commission considered the following items:-

(1) The Chair thanked Members for their contributions to the work of this Select Commission during the 2013/2014 Municipal Year.

(2) Scrutiny review – dampness and condensation in Council housing properties : it was agreed that the review group shall comprise Councillors Andrews, Sims and Vines.

(3) Co-opted Member – it was agreed that Mr. Pat Cahill shall replace Mr. Terry Roche as one of the Rotherfed representatives co-opted to the Improving Places Select Commission; Members thanked Mr. Roche for his contributions to the work of the Select Commission.

59. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH MARCH. 2014

Resolved:- That the minutes of the previous meeting of the Improving Places Select Commission, held on 26th March, 2014, be approved as a correct record for signature by the Chairman.

60. HOMELESSNESS STRATEGY - SCRUTINY REVIEW

Further to Minute No. 4 of the meeting of the Improving Places Select Commission held on 19th June, 2013, consideration was given to a report, presented by the Scrutiny Manager, containing the draft report of the review group established to undertake a scrutiny review of the Council's Homelessness Strategy. The report listed the various issues

raised during this review. The review report contains ten recommendations in response to these issues. Members noted that recommendation three is to be amended to state “that the proposed newsletter shall actively promote the benefits of private sector rented properties contributing to the reduction in the level of homelessness”. Discussion took place on minor textual amendments to several other recommendations. One additional recommendation will be included in the report, relating to local authority investment in property assets which may assist in reducing the need to accommodate tenants in other local authority areas, with resultant cost savings.

Discussion also took place on the comparative cost of the local authority building new residential properties and the cost of refurbishing older properties.

Resolved:- (1) That the report be received and its contents noted.

(2) That the findings and recommendations of the scrutiny review of the Council's Homelessness Strategy be endorsed and the various minor textual amendments, as now discussed, be made to the review report.

(3) That the report of this scrutiny review be forwarded to the Overview and Scrutiny Management Board and to the Cabinet for further consideration.

(4) That the Cabinet's response to the recommendations of this scrutiny review be reported to a future meeting of the Improving Places Select Commission.

61. PROPOSALS FOR MITIGATING THE RISK OF PERSONAL INJURY CLAIMS ON HOUSING REVENUE ACCOUNT FUNDED FOOTPATHS

Further to Minute No. 45 of the meeting of the Deputy Leader and Advisers held on 17th February 2014, consideration was given to a report, presented by the Business and Commercial Programme Manager, providing an overview of this Council's approach to the management of Housing Revenue Account-funded footpaths. The report stated that the aim of this approach is to:-

: ensure compliance with revised accounting guidance for infrastructure assets to be adopted in 2015/16, as per Chartered Institute for Public Finance and Accountancy guidance;

: mitigate the costs arising from personal injury insurance claims on footpaths (outside curtilage of the property), funded by the Housing Revenue Account, because this issue is highlighted as an area of high risk by the Council's Insurance Section; and

: meet the corporate priority for maintenance of the highways infrastructure.

Local authorities are assessing the current value of their highways infrastructure, using the Chartered Institute of Public Finance and Accountancy (CIPFA) 2010 Code of Practice on Transport Infrastructure Assets. The purpose of this Code is to support an asset management plan based approach to the provision of financial information about local authority infrastructure assets.

A summary of claims received as a result of slips, trips and falls on Housing Revenue Account funded footpaths was included in the report. The need to continue to invest in reducing the costs of accidents via improved management systems, work environment and training is recognised and, consequently, the Council will implement a series of actions throughout 2014/15 to mitigate this risk.

The report listed three options being considered to mitigate costs arising from Personal Injury claims on Housing Revenue Account funded footpaths and achieve compliance with the CIPFA guidelines for Infrastructure assets, currently planned to be adopted in the 2015/16 financial year.

Option 1 (the preferred option) – comprehensive review of footpaths funded by the Housing Revenue Account and management system adopted;

Option 2 – pro-active assessment by Housing Champions;

Option 3 – reactive maintenance.

Members of the Improving Places Select Commission discussed the following salient issues:-

: the history of insurance claims, made against the Council, relating to slips, trips and falls and whether there was an identifiable trend of several claims affecting specific footpaths in particular locations;

: the estimated costs of the proposed maintenance inspection regime of footpaths and whether savings could be made;

: the estimated costs of the repair and maintenance of footpaths and whether the suggested budget is sufficient;

: whether, in the longer term, savings will be achieved in the cost of insurance premiums relating to the Housing Revenue Account funded footpaths;

: the process of identification of the footpath assets as being those funded from the Housing Revenue Account;

: the possibility of a similar exercise being undertaken to identify

responsibility for the green spaces situated in residential areas.

Resolved:- (1) That the report be received and its contents noted.

(2) That a progress report about the maintenance of Housing Revenue Account funded footpaths, including details of the incidence and cost of insurance claims, be submitted to a meeting of the Improving Places Select Commission in twelve months' time.

ROTHERHAM BOROUGH COUNCIL - REPORT TO MEMBERS

1. Meeting:	Improving Places Select Commission
2. Date:	Wednesday 18 June 2014
3. Title:	Methodology for the prioritisation of highway works and the various methods of highway surface repairs.
4. Directorate:	Environment and Development Services

5. Summary

Further to the report presented to Improving Places Select Commission on 4th September 2013, this report provides members with information on the methodology for the prioritisation of highway works and the various methods of highway surface repairs.

6. Recommendations

It is recommended that Members note the contents of the report.

7. Proposals and details

Background

The Council is responsible for maintaining over 700 miles of roads and 1300 miles for footways and Public Rights of Way.

The Council's maintenance philosophy is twofold; The authority's primary objective is to ensure that Rotherham's roads and footways are maintained to the nationally recognised safety standards. This is achieved by our Highway Inspection & Enforcement team, which carries out routine Safety Highway Inspections on a regular basis.

The second is to carry out maintenance works on the highway, this is not necessarily on roads that are in the worst condition. The rationale for this is that it is much more cost effective to carry out maintenance treatments during the life of a road and not at the end, which tend to be less complex, less time consuming, less expensive and extends the life of the existing highway network fabric. This is balanced out against the worst parts of the highway network where it is not feasible to keep it safe.

Works Prioritisation

To build up a picture of the condition of our highway network three forms of proactive assessment are carried out, these help with providing data for asset valuation and other condition reports:

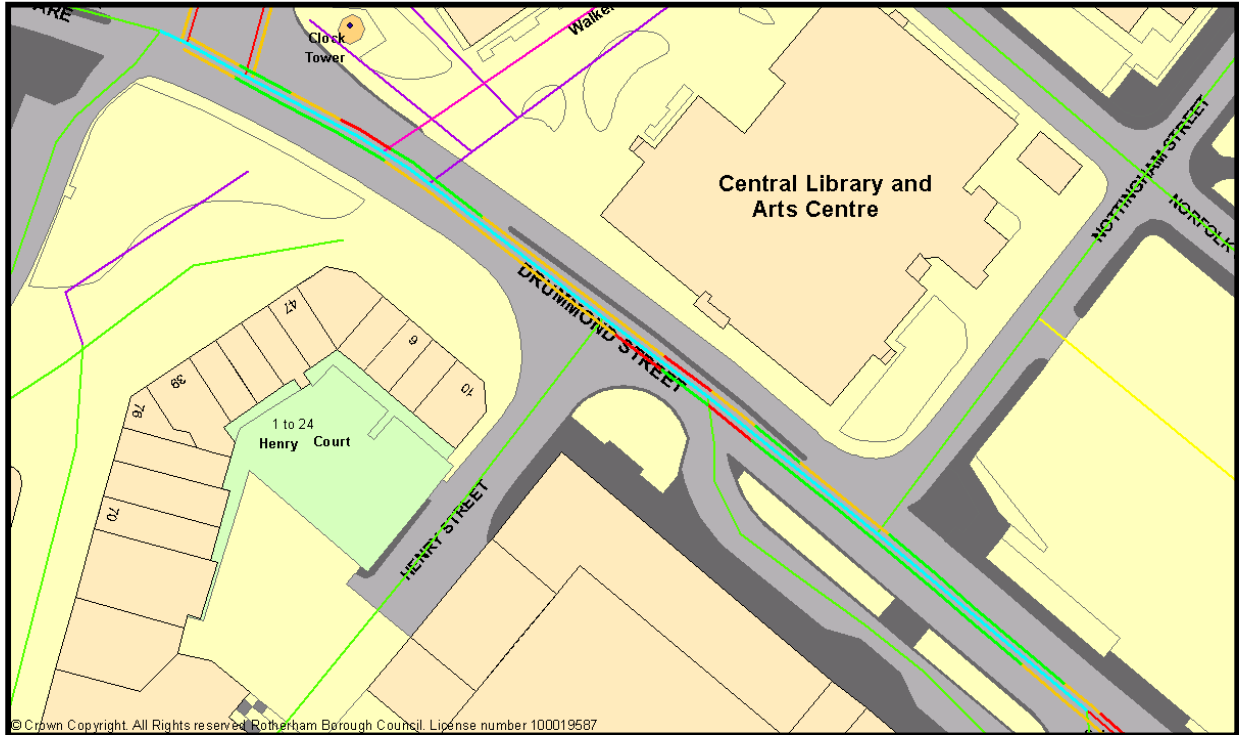
SCRIM (Sideway-force Coefficient Routine Investigation Machine). This machine provides a number (Investigator Level), which **gives an indication of the skid resistance of the carriageway surface**. It is used on all A, B, C Roads and those U Roads that form part of our winter precautionary salting routes. The SCRIM survey is carried out each year on third of the above highway network, giving a three year cycle. This survey does not provide a treatment type or cost estimate.

SCANNER (Surface Condition Assessment of the National Network of Roads). This vehicle **measures the carriageway surface for cracking, rutting**, longitudinal shape, transverse shape etc. It uses a number of lasers to scan the carriageway surface at road speed. The output from these measurements gives two forms of condition data comprising of a condition index number from 0 to 300 and this gives three colour conditions. These are defined by UKPMS (United Kingdom Pavement Management System) as Green (Generally good condition), Amber (Plan investigation) and Red (Plan maintenance work) sometimes called a RAG rating. SCANNER is carried out on A, B and C Roads each year on half of this network, giving a two year cycle. The limitation on this type of survey is that it can only be done on A, B and C class carriageways (not suitable for U Roads) and does not assess footways/footpaths. This survey type does provide a limited treatment with cost estimates and is also used in the DfT highway asset valuation process.

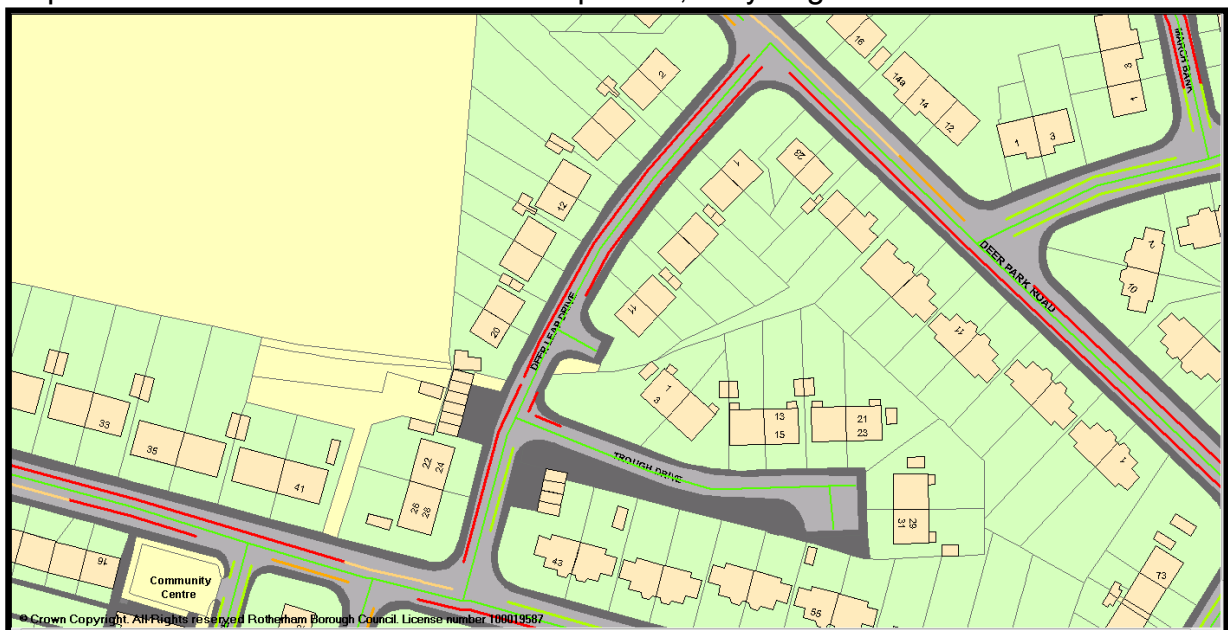
CVI (Coarse Visual Inspection). This is a walked condition survey identifying **detailed defects on the entire highway network**; including carriageways,

footpaths, footways and Public Rights of Way. The CVI assesses a number of defects and outputs a condition index ranging from 0 to 120. This form of survey does provide a comprehensive range of treatments with estimated costs. The CVI is carried out on a quarter of our highway network each year, giving a four year cycle. The condition index has been converted to a RAG rating to aid programming and is also used in the DfT highway asset valuation process.

Map 1: Condition Data – SCANNER – Drummond Street, RTC



Map 2: Condition Data – CVI – Deer Leap Drive, Thrybergh



The use of the RAG rating has been expanded on, by breaking the Amber into two. The colours represent the following condition index numbers:

Table 1 : Condition Colours (RAG)

SCANNER	Green	Amber (low)	Amber (high)	Red
	0-40	40-70	70-100	>100
	Generally good condition – No action	Plan investigation – May be suitable for patching, super patching or surface treatments	Plan investigation – May be suitable for patching, super patching, surface treatments or Overlay	Plan maintenance work – May be suitable for all treatments, except Surface Treatments
CVI	Green	Amber (low)	Amber (high)	Red
	0-40	40-55	55-85	>85
	Generally good condition – No action	Plan investigation – May be suitable for patching, super patching or surface treatments	Plan investigation – May be suitable for patching, super patching, surface treatments or Overlay	Plan maintenance work – May be suitable for all treatments, except Surface Treatments

Interactive Session

This is an opportunity for Members to identify locations in their wards. They will then be able to view the information live in a map form to see how these compare. There will also be an opportunity to see photographs of before and after; and condition data in other formats.

Treatment Examples

In the SCANNER example (Map 1) the choice of treat for the carriageway would have been super patching. This has been deferred, after consultation, due to the new Tesco site works. Estimate £38,000.

In the CVI example (Map 2) the footway would have had the following treatment: Excavate existing surface to accept 80mm thick surfacing, made up of 60mm thick Base Course and 20mm thick Surfacing. Estimate £13,500.

The SCRIM, SCANNER and CVI data is placed on the highway asset mgmt. database and processed through the UKPMS module. This allows for all inspection and assessment data to be analysed for the production of the three year works programme. This is further refined into an annual actual works programme.

A meeting is held twice a year to discuss the proposed and actual works programmes. In October a meeting is held which focuses on the remaining in-year works programme, the following years proposed works programme, and a further two years forward proposed works programme.

Following the October meeting the proposed following year programme is circulated for consultation and published in mid-November.

In April a review of the previous in-year works programme, new in-year works programme and the proposed forward works programmes is carried out. The table below illustrates this cycle.

Table 2: Works Programme Meetings

Meetings	Consideration Given To		
October 2014	Review In-Year 2014/2015	Proposed Programme 2015/2016	Future Programmes 2016-2018
November 2014	Publish Proposed Programme 2015/2016		
April 2015	Review In-Year 2014/2015	Review In-Year 2015/2016	Future Programmes 2016-2019
October 2015	Review In-Year 2015/2016	Proposed Programme 2016/2017	Future Programmes 2017-2019
November 2015	Publish Proposed Programme 2016/2017		
April 2016	Review In-Year 2015/2016	Review In-Year 2016/2017	Future Programmes 2017-2020

To produce the following years programme (October meeting) all the available condition data and stakeholder reports/consultation is used. This is usually done as a desktop exercise due to the extent of the data being used.

Methods of highway surface repairs (Treatment Types)

Treatments types are described below and are listed in hierarchical order:

No works required. This may be the outcome of the initial works preparation due to the defects do not yet requiring attention, works are planned in the future or others carrying out works (for example Statutory Undertakers or other Rotherham teams).

Safety Defect Repair. The vast majority of these are in the carriageway (potholes) and are treated by sweeping out the defect, placing the appropriate material (usually 3mm Fine Cold Asphalt or preparatory mixed material) and compacting. Safety defects can range from a missing gully lid to a fissure developing, they all have one thing in common, they need urgent attention. For this reason the vast majority

cannot be planned, so are classed as reactive maintenance. The small exception to this is those potholes that are repaired by the “Multihog” patch process.

Table 3: Highway Network – Safety Defects (Potholes) Repaired

Year	No. Actionable Defects	Cost (rounded to nearest £1,000)	Cost per Defect (rounded to nearest £)
2007/2008	11,638	£240,000	£21
2008/2009	12,062	£243,000	£20
2009/2010	15,624	£250,000	£16
2010/2011	28,229	£418,000	£15
2011/2012	28,347	£427,000	£15
2012/2013	32,530	£456,000	£14
2013/2014	32,386	£395,000	£12

The following treatments are all classed as non-reactive and can be planned.

Patching. This can be overlay, one course or multiple courses patching in small areas, from 400mm square to about the size of a dining room table. The “Multihog” is being used on some of these to excavate the existing surface. Where there is more than 30% (by area) of patching require this treatment is not suitable.

Super Patching. These are patches at least 50m in length and at least half width of carriageway or full width of footway/footpaths. This is used where there me be a number of localised patches that can be joined up or larger areas of deterioration. These can be overlay, one course or multiple course patching. Usually a large milling machine is employed to excavate these types of patches in bituminous surfaces.

Surface Treatment. This can be accompanied by pre-patching and is used on surfaces where there is fretting or minor defects; the existing surface should be sound for this treatment to be successful. There are several types of surface treatments we use, footway/footpath Microasphalt, carriageway Microasphalt, carriageway thin surfacing (6mm) and carriageway thin surfacing (10mm). The Microasphalt seals the surface and provides a uniform appearance; it does not improve the surface shape. Thin surfacing seal the surface, provide a uniform appearance and improve surface shape. They can also be used on surfaces less stable than for those where Microasphalt is used.

Overlay. Usually just the surface course, but can be accompanied by patching. It is used on surfaces which are generally sound, but the ride quality is poor. May not be suitable where the overlay reduces thresholds heights.

Resurfacing. The existing surface is excavated to accept single or multiple courses, does not include Sub-Base. This is used on surfaces where there is significant surface deterioration and the surface would not support a surface treatment or overlay.

Reconstruction. Excavate existing construction and replace with new, includes Sub-Base. This is used on surfaces where there is a major breakdown in the surface and is usually accompanied by failure of lower layers.

These treatment types become more complex, time consuming to implement and expensive as you move down through the treatments.

8. Finance

Available Budgets for Road Works

An estimate for the budget allocation for the next year is made based on the previous year's budget and other available information. As a guide this is further broken down into road class and treatment type to aid building the works programme.

Table 4: Highway Network – Budgets

Year	LTP	Revenue Works	Basic Maintenance	DfT Grant	Rotherham Capital	TOTAL
2013/2014	£2,037,770	£602,178	£958,551	£430,592	£1,000,000	£5,029,091
2014/2015	£1,847,533	£409,009	£458,551 £500,000(*)	£530,157	£0	£3,745,250

LTP = Local Transport Plan

DfT = Department for Transport

(*) = Includes A57 underspend

Table 5: Estimate of Budget Spend by Treatment– 2014/2015

	LTP	Revenue Works	Basic Maintenance	DfT Grant
Safety Defect			£450,000	
Patching			£400,000	£108,157
Super Patching	£100,000		£108,551	£140,000
Footway Microasphalt		£80,000		
Carriageway Microasphalt		£54,000		
Thin Surfacing 6mm		£80,000		
Thin Surfacing 10mm	£115,000			
Overlays	£100,000			
Resurfacing Footways		£195,009		
Resurfacing carriageways	£1,532,533			£282,000
Reconstruction Footways	£0			
Reconstruction carriageways	£0			
	£1,847,533	£409,009	£958,551	£530,157

Using the inspections, assessment data and UKPMS programmes an assessment of the highway network maintenance backlog has been carried out. It has identified

that the amount of work that is needed to be done to bring the network back to an acceptable level is in the region of £75,000,000 and £80,000,000.

The value of the highway asset is in the region of £1.5billion and has a budget allocated for highway maintenance that equates to 0.325%.

A review of the Highway Asset Mgt. Plan is currently being carried out and will include the funding requirements to achieve national average condition for the entire highway network.

9. Risks and Uncertainties

These are covered by the Code of Practice for Highway Inspection and Assessment.

10. Policy and Performance Agenda Implications

The condition of the roads is a key priority for the coming year as set out in the Corporate Plan

- All areas of Rotherham are safe, clean and well maintained.
 - We will make sure that Rotherham's roads and footpaths are safe to use, and that the condition is as good, or better than the national average.

11. Background Papers and Consultation

Code of Practice for Highway Inspection and Assessment

Code of Practice for Highway Maintenance Management, "Well Maintained Highways" published July 2005

12. Contact

Stephen Finley, Principal Engineer, Streetpride Service

Ext: 22937 email: stephen.finley@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Improving Place Select Commission
2.	Date:	Wednesday 18th June 2014
3.	Title:	Arrangements for managing Off Road Motor Vehicle nuisance
4.	Directorate:	Environment and Development Services

5. Summary

The report sets out the arrangements for the management of Off Road Motor Vehicle nuisance, and provides information on the recent work that has been undertaken to deal with the issue.

6. Recommendations

It is recommended that the report is noted.

7. Proposals and Details

Background

The Off Road Motor Vehicle Prevention (ORMVP) function transferred from NAS to Streetpride from 1st April 2012. The budget which transferred was £48,733, net of two savings proposals; £6,687 agreed in 2011/12 for 2012/13 and a further £77,061 from the 2012/13 budget stimulator savings. Of this approximately ££38,00 was the cost of employing a full-time ORMVP officer, with the balance being spent on supporting South Yorkshire Police (overtime) and target-hardening.

In 2011/12 the expenditure on works was £36,000, this could not be sustained within the reduced budget so in 2012, a decision was taken to disestablish the single ORMVP post in order to release the budget for works.

In 2013/14 approximately £40,000 was available for works after salary protection costs were covered from the budget.

New service and management arrangements

Where any off road motor vehicle nuisance occurs the first step is to identify the landowner as it is their responsibility to deal with the issue, ideally supported by the Police who have the necessary enforcement powers. The service is able to offer advice and, where possible, practical assistance in preventing incidents but the cost of any required hard works will be the responsibility of landowner; the ORMVP budget is used to fund works on council-owned land and is managed by Streetpride.

Specific responsibility for ORMVP budget lies with Leisure & Community Services, and the responsible line manager is Richard Jackson (Area Manager East); he is supported by a number of staff at M2/M1 level who have direct experience of dealing with ORMVP within their own area of responsibility. Various services within the Council have responsibility for land ownership and as such Richard and his colleagues work in partnership with these services to deal with issues on Council-owned land.

Contacts (telephone calls, letters or emails) to the Council which relate to off road motor vehicle issues are captured through the Streetpride's 'golden number' and then passed to Leisure and Community Services' business support. The request for service is then allocated to the appropriate officer to investigate, supported by specialist staff (e.g. landscape design team) where necessary.

A monthly forum of EDS Managers is held comprising staff from Woodlands, Country Parks, Urban Parks, POS, Public Rights of Way (PROW) and Highway Network Management. The forum discusses problem sites (including those identified by Ward Members) and costed solutions and where possible commissions works to mitigate the problems.

It is important to reiterate that it is the Landowner where the off road motoring is taking place that is responsible for providing and maintaining boundaries to

prevent inappropriate vehicular access, i.e. 'target-hardening'. While much of the land where the activity is taking place is owned privately, the Council continues to work with South Yorkshire Police to deal with individuals and groups who engage in this anti-social behaviour. Responsibility for enforcement against any individuals who engage in off road motoring causing nuisance and criminal damage lies with South Yorkshire Police.

Recent activity

In 2013/14 the following work was undertaken:

- **Piccadilly Drive, Swinton** (Woodlands) – urgent gate replacement
- **Elliot Drive, Kimberworth** – (Woodlands) – supply and fix new replacement kissing gate
- **Pepper Close, Kimberworth** (Woodlands) – (a) supply and install heavy duty barrier gate galvanized and painted 3 metre wide; (b) supply and install bow top railings supplied by RMBC, fixings supplied by Avanti. **Note:** Pepper Close is a particular hot spot for entrance and dumping in Scholes Coppice. We do not have specific data but on visiting the site it is clear that if we do not reinforce the boundary the problem is going to escalate. It is one of the last easy off road vehicle entrances to the site. It was previously fenced in timber but this has been vandalised.
- **Wath Wood** (Woodlands) - supply and install bow top railings supplied RMBC; Avanti supplied 24 new posts to make up shortfall and fixings to all posts. **Note:** we have had complaints from local residents and Councillors regarding this site. It is a dumping ground and a motor bike entrance point. We are also working with the local area assembly to have a community litter pick in Wath Wood.
- **Fitzwilliam Canal Parkgate Site** (Woodlands) – (a) supply and install heavy duty barrier gate fully galvanized and painted after installation; (b) supply and install heavy duty post and twin rail fence based, fully galvanized and painted. **Note:** Parkgate is particularly problematic, it is an off road car parking area which is used for dumping and illegal or anti-social behaviour. We have put boulders in the entrance before but these have just been moved out of the way.
- **Keppel's Field, Scholes** (Woodlands) - install 2.4 wide barrier gate with posts galvanized and painted after installation; supply and install post and rail fence to infill gap between gate and wooden post, also to form squeeze between gate and wall. **Note:** this site is very likely to attract the attention of travellers in particular. It has easy access of the motorway and a large open field with a water supply. It is also a site we get funding for from Natural England (Grassing Payments) so we also need to do the work to protect our income.
- **Little Common Lane (Winterhills) Kimberworth** (Parks & Open Spaces) – 219 m of boundary fence to match the existing steel fencing.
- **Improvements to cycling entrance to Rother Valley County Park** (PROW) - works to enhance cycling and access for all at Rother Valley County Park will create a much better access than presently available and we are concerned that motorbikes may seek to use the newly

created route to access the park. The existing National Cycle Network route is substandard and dangerous to some users and needs addressing. We are also proposing to carry out a series of ditching and bund works.

The total expenditure on works in 2013/14 was approximately £30,000; the under-spend was delivered to help meet the in-year budget pressures following the moratorium on non-essential spend.

South Yorkshire Police no longer record the number of incidents of ORMV nuisance separately, these are now included in statistics on anti-social behaviour.

8. Finance

There are no financial implications arising from this report.

9. Risks and Uncertainties

The risks attached to the disestablishment of the post of ORMVP Officer i.e. the capacity of other managers to effectively handle reports of ORMV nuisance; have not materialised so far.

10. Policy and Performance Agenda Implications

Tackling the problem of anti-social off road nuisance contributes to the Council's corporate priority ***CP 4 - All areas of Rotherham are safe, clean and well maintained.***

11. Background Papers and Consultation

N/A

Contact Name: David Burton, Director of Streetpride tel: ext 22906
e-mail: david.burton@rotherham.gov.uk

Representation of the Council on Other Bodies 2014 – 2015

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council	Update
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	Potentially to be disbanded Currently Cllr Sims who has been attending
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	Previously had Cllr Beck on Board. A representative from Improving Places is required.
Social Concerns Committee Churches Together		1 rep. from Improving Places Select Commission			Ted Ring (Churches Together)		Previously Cllr Sims but not received any papers. Awaiting confirmation of status of this committee.
Environmental Protection - Yorkshire and Humberside Division	The work of the Division is carried out voluntarily by members who want to make an	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	Previously Cllrs Atkin, Andrews, Beaumont and Roche. No longer required

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council	Update
	impact upon creating sustainable environments for future generations.						as group has disbanded.
Yorkshire and Humberside Pollution and Advisory Council	To consider all matters relating to environmental pollution and control.	2 reps from the Improving Places Select Commission	Annual Meeting In July	Representative	Mark Ford	Report to Sustainable Communities Scrutiny Panel	Not met in 2 years. Future uncertain. Previously Cllrs Ellis and Wallis.
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	Previously Cllr Sims although never received papers. Awaiting confirmation that they still require a rep.
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	Cllr Swift continues to be a director of the company, although he can no longer represent Improving Places. Awaiting confirmation that they still require a rep.
Health, Welfare and	To oversee health and safety issues	one member and a substitute from	Quarterly meetings	Councillor	Sean Fiander,	Via the Panel meetings and	Councillor Swift has attended but is no

Title	Description	Council Rep.	Frequency	Councillors Role	RMBC Officer Support	How issues are reported back into the Council	Update
Safety Panel:-	throughout the Council's premises.	each Select Commission – last year's member was Councillor Swift and the substitute Councillor Gosling	plus visits of inspection		Principal Health and Safety Officer	bulletins	longer on Improving Places.
Local Development Framework Members' Steering Group	To assist in the production of the LDF	The 4 Chairs of the Select Commissions	Monthly	Select Commission	Andy Duncan, Strategic Policy Team Leader	Via Cabinet and Council	Requires Chair to attend – previously Cllr Falvey. Cllr Sims to attend in future.
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	Awaiting a decision of the future of this group – nominations will be requested when a decision has been taken by the Cabinet Member.