

## **COUNCIL MEETING**

**Venue:** **Town Hall, Moorgate Street, Rotherham. S60 2TH**      **Date:** **Wednesday, 23rd October, 2013**  
**Time:** **2.00 p.m.**

## **A G E N D A**

1. To submit for approval the minutes of the Council Meeting held on 11th September, 2013 - Pages 8A to 16A (Section A) (Pages 1 - 9)
2. To consider any communication received by the Mayor or the Chief Executive and to pass a resolution or resolutions thereon.
3. To consider any questions from the Public.
4. To receive and consider reports, minutes and recommendations of the Standards Committee - Pages 16B to 18B (Section B) (Pages 10 - 12)
5. To receive a report from the Leader and to consider reports, minutes and recommendations of the Cabinet - Pages 11C to 29C (Section C). (Pages 13 - 31)
6. To consider the following reports of meetings of Cabinet Members:- (Pages 32 - 87)

Children, Young People and Families Services – Pages 16D to 23D (Section D)

Communities and Cohesion – Pages 5E to 8E (Section E)

Culture and Tourism – Pages 7F to 9F (Section F)

Regeneration and Development – Pages 8G to 21G (Section G)

Adult Social Care – Pages 8H to 13H (Section H)

Safe and Attractive Neighbourhoods – Pages 7J to 9J (Section J)

Health and Wellbeing – Pages 5K to 10K (Section K)

Waste and Emergency Planning– Pages 9L to 15L (Section L)

Deputy Leader – Pages 6N to 10N (Section N)

7. To receive and consider reports, minutes and recommendations of the Audit Committee - Pages 4P to 8P (Section P) (Pages 88 - 92)
8. To receive and consider reports, minutes and recommendations of the Licensing Board - Pages 7Q to 12Q (Section Q) (Pages 93 - 101)
9. To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board - Pages 8S to 21S (Section S) (Pages 102 - 115)
10. To receive and consider reports, minutes and recommendations of the Planning Board - Pages 17T to 24T (Section T) (Pages 116 - 123)
11. To put questions, if any, to Cabinet Members and Chairmen (or their representatives) under Standing Order No. 7(1) and 7(3).
12. To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, South Yorkshire Integrated Transport Authority and South Yorkshire Pensions Authority, in accordance with Standing Order No. 7(5).
13. Scrutiny Update - Councillor Whelbourn, Chairman of Overview and Scrutiny Management Board, to report.
14. To determine any item which the Mayor is of the opinion should be considered as a matter of urgency

**J. COLLINS**

Director of Legal & Democratic Services

**COUNCIL MEETING  
11th September, 2013**

Present:- The Mayor (Councillor John Foden) (in the Chair); Councillors Ahmed, Ali, Andrews, Astbury, Barron, Beaumont, Beck, Buckley, Burton, Clark, Currie, Dalton, Dodson, Donaldson, Doyle, Ellis, Gilding, Godfrey, Gosling, J. Hamilton, N. Hamilton, Havenhand, Hussain, Jepson, Kaye, Lakin, McNeely, Middleton, Pickering, Pitchley, Read, Robinson, Roche, Roddison, Rushforth, G. A. Russell, P. A. Russell, R. S. Russell, Sangster, Sims, Smith, Steele, Stone, Swift, Tweed, Vines, Wallis, Watson, Whysall, Wootton and Wyatt.

**A29 PRESENTATION OF AWARDS**

The Mayor was pleased to present the following awards:-

- APSE - Service Award 2013 recognising excellence in local government frontline services, which saw Rotherham win the national award for Best Service Team – Highways, Winter Maintenance and Street Lighting.
- "Improving the Business Mix" for the Retail Investment Team from the Association of Town Centre Management.

Congratulations were offered to all those involved in gaining these awards.

**A30 COUNCIL MINUTES**

Resolved:- That the minutes of the meeting of the Council held on 24<sup>th</sup> July, 2013, be approved for signature by the Mayor.

Mover: Councillor Stone

Seconder:- Councillor Smith

**A31 COMMUNICATIONS**

(1) The Chief Executive submitted the following petitions which had been referred to the appropriate Directorate for consideration:-

- Containing 406 signatures from local people requesting that consideration be given to Rotherham By The Sea being returned to a two week long event rather than one week.
- Containing 945 signatures and 70 emails from local people highlighting the value of the Ministry of Food which has remained closed.
- Containing 112 signatures from residents against the opposition to the cutting of the No. 4 bus service.
- Containing a substantial number of signatures from local people requesting an independent enquiry into the past case of child sexual exploitation.

(2) The Chief Executive submitted apologies for absence from Councillors Akhtar, Falvey, Goult, Hoddinott, Johnston, Lelliott, Mannion, Sharman and Whelbourn.

**A32 QUESTIONS FROM THE PUBLIC**

The question from the member of the public was withdrawn.

**A33 CABINET MINUTES**

Resolved:- That the reports and minutes of the meetings of the Cabinet (Section C) (pages 1C to 10C) be adopted.

Mover:- Councillor Stone

Seconder:- Councillor Smith

**A34 DELEGATED POWERS**

Resolved:- That the reports and minutes of the meetings of Cabinet Members as listed below be adopted:-

- Children, Young People and Families Services – Pages 1D to 15D (Section D)
- Communities and Cohesion – Pages 1E to 4E (Section E)
- Culture and Tourism – Pages 1F to 6F (Section F)
- Regeneration and Development – Pages 1G to 7G (Section G)
- Adult Social Care – Pages 1H to 7H (Section H)
- Safe and Attractive Neighbourhoods – Pages 1J to 6J (Section J)
- Health and Wellbeing – Pages 1K to 4K (Section K)
- Waste and Emergency Planning – Pages 1L to 8L (Section L)
- Deputy Leader – Pages 1N to 5N (Section N)

Mover:- Councillor Stone

Seconder:- Councillor Smith

**A35 AUDIT COMMITTEE**

Resolved:- That the reports and minutes of the meeting of the Audit Committee (Section P) (pages 1P to 3P) be adopted.

Mover: Councillor Sangster

Seconder: Councillor Kaye

**A36 LICENSING BOARD**

Resolved:- That the reports and minutes of the meeting of the Licensing Board (Section Q) (Pages 1Q to 6Q) be adopted.

Mover:- Councillor Wootton

Seconder:- Councillor Barron

**A37 HEALTH AND WELLBEING BOARD**

Resolved:- That the reports and minutes of the meeting of the Health and Wellbeing Board (Section S) (pages 1S to 7S) be adopted.

Mover:- Councillor Wyatt

Seconder:- Councillor Doyle

**A38 PLANNING BOARD**

Resolved:- That the reports and minutes of the meetings of the Planning Board (Section T) (pages 1T to 16T) be adopted.

Mover:- Councillor Pickering

Seconder:- Councillor Dodson

**A39 QUESTIONS TO CABINET MEMBERS AND CHAIMEN**

(1) Councillor Vines asked why was Rotherham Council not using the secondary schools to hold parent/grandparent evenings to promote awareness training into identifying child grooming to enlighten parents what signs they needed to be looking for and a route to reporting these concerns. Surely these were the ones that should be targeted.

Councillor Lakin confirmed that Rotherham Council was already carrying out considerable work through schools to support schools, children, young people and parents to raise awareness of child sexual exploitation and help identify and refer young people who might be at risk or experiencing child sexual exploitation.

Rotherham Council and South Yorkshire Police have been working with secondary schools across the borough to help staff and students understand what child sexual exploitation was, how to protect children and young people from it and how to report concerns. The Team Manager from the Child Sexual Exploitation Team had attended the Schools Forum to work with school representatives responsible for PSHE (Personal Social and Health Education) understand child sexual exploitation and provide support and guidance to parents, carers and pupils. Many schools have a CEOP (Child Exploitation and On-Line Protection) Co-ordinator who works with students and parents/carers.

Leaflets were available for young people and parents/carers about child sexual exploitation in Rotherham schools and they also have access to information through the LSCB (Local Safeguarding Children Board) website.

Feedback from young people, parents, schools, youth workers and other organisations working with them was that rather than just giving specific information about child sexual exploitation, it needed to be incorporated as part of the broader PHSE curriculum in a wider programme of education for young people, parents and carers about how to manage the potential risks in the community, including substance abuse, domestic abuse and sexual health matters.

Over the last six months 126 staff from different organisations working with children have undertaken Local Safeguarding Board training on child sexual exploitation. These include staff working in and with schools and also all Elected Members apart from three. The training included awareness raising, recognising signs of child sexual exploitation and referring children and young people to Children's Social Care where there were safeguarding concerns. The 'Space Group' had been run for parents and carers who have children who have been victims of child sexual exploitation. The largest proportion of referrals to children's social care and the sexual exploitation team were from schools, which demonstrated their understanding of their role and what they were seeing.

It was now more evident that there was more opportunity to work with parents and carers, which was why there was wider commitment to prioritise and discuss child sexual exploitation within the Council and the Local Safeguarding Children's Board Sub-Group. This had also been placed as an agenda item at the next meeting of the Secondary Head Teachers.

(2) Councillor Middleton asked what was the present cost of leasing/hiring the official foreign cars provided for the Mayor and the Leader and when was it intended to change them?

The Leader confirmed that a tender exercise, in accordance with Standing Orders, for the lease of two new civic cars had been completed and was based on a four year lease which was now common practice.

Four car manufacturers responded to the tender and Audi (Doncaster) scored most favourably on price and quality. The future cost of leasing the two new civic cars amounted to £11,268 per annum and was £561 per annum less than the previous payments, which also included servicing and tyres.

The BMW 5 Series was replaced on the 31<sup>st</sup> July, 2013 and the BMW 7 series would be replaced on the 14<sup>th</sup> October, 2013.

(3) Councillor Gilding asked how much was being budgeted for the independent enquiry into this Council's handling of the child-grooming scandal?

The Leader confirmed, as Councillor Gilding would know, he announced the intention to have an independent inquiry into historic cases of child sexual exploitation at the Cabinet meeting on 4th September, 2013. At that meeting the Chief Executive was tasked with bringing the detailed terms of reference back to Cabinet on 18th September, 2013.

Good progress was being made. Enquiries have been made to reputable bodies to provide recommendations to the Council on people with suitable standing and independence to undertake the Inquiry. The terms of reference were also being prepared and would be presented to Cabinet on the 18<sup>th</sup> September, 2013 as had been asked.

Once these matters have been concluded the Leader would be in a better position to advise Councillor Gilding on budget provision. However, the costs of the inquiry would be met from the Council's revenue budget.

The Leader hoped that Councillor Gilding would share his view that this was an important matter. Consequently the key consideration was that the inquiry was properly conducted by an appropriate independent person who could command public confidence and who was able to present to the Council an appropriate analysis of what had gone wrong in the past.

It was critical in moving forward that there was a clear understanding of lessons to be learned, not just for this Council, but also to be made available to all other agencies charged with protecting young people from these vile criminal acts.

(4) Councillor Vines asked who went on the trip to Romania and what qualified them to go on this trip funded by the tax payer?

Councillor Vines had two questions on the same subject. A full answer to both questions would be provided at Question 7.

(5) Councillor Middleton referred to a question of the dismaying appearance and state of Firsby Reservoirs which was raised some months ago, since when no restoration had been carried out. What plans were there to restore them and attract back to them the formerly abundant wildlife, which had disappeared?

Councillor Wyatt confirmed that this was a force of circumstances following the urgent safety works undertaken at the end of 2012 due to concerns about the integrity of the main dam at Firsby Reservoir a 'Section 10' inspection was carried out by the All Reservoirs Panel Engineer (APRE) in accordance with the provisions of the Reservoirs Act, 1975. This required further works to be carried out to the reservoir, but recognised various options were available. Works needed to be complete by the end of 2015.

These options were currently being evaluated, and in particular, the impact on wildlife and landscape, although the site had 'greened up' and

recovered significantly since the works were undertaken. Other considerations such as capital cost, future inspection, management and maintenance costs, would also feature in the appraisal of the options available. When a preferred option and funding has been identified, it would be reported to Members for approval in the normal manner.

(6) Councillor Gilding asked did the Council bear any risks in view of the financial situation of its bankers, the Co-operative Bank?

Councillor Wyatt reported that in the worst case scenario that the Co-operative Bank should not be able to continue to trade, under the Banking Act, 2009, banking services to local authorities were regarded as a critical function and the Bank of England would, therefore, prioritise their continuation to prevent disruption.

As far as financial risk was concerned, the Council's Treasury Management and Investment Strategy placed security at its heart over investment return. The Strategy allowed the Council to deposit money with a range of counterparties including the Co-operative Bank. However, operationally, the Council invested wherever possible with the Government's Debt Management Office.

(7) Councillor Vines asked what was the purpose of the visit to Romania, what benefit did the tax payers of Rotherham who part funded this little jolly get from this trip, what was the full cost of this trip and what was Rotherham tax payers contribution in clouding full transport costs?

The Leader confirmed that there have been no direct costs to the Council.

The costs were broken down as follows:-

- The full costs of the stay within Romania were met by the host City. Consequently the Council had not needed to bear any of the costs.
- The full costs of travel of the delegation to and from Romania were met by European Funding specifically allocated for this purpose. Consequently the Council had not needed to bear any of these costs.
- The cost of Officer and Member time was already accommodated within the Council's revenue budget and consequently did not comprise a direct cost. It was, however, an indirect cost as it was true that Officers and Members could have been doing other things. However, even these indirect costs were very limited. The reason for this was that the majority of the visit occurred across a weekend and a bank holiday. The Members and Officers freely gave up their family time because they felt there would be a benefit to Rotherham citizens.

- In order to fully cover the issue of costs the Leader added that the total costs met from European Funding for travel and sundries amounted to £12,689.35

Now turning to the issue of attendance. The visit to Romania was by direct invitation of the Mayor of Cluj Napoca to the specific named individuals. This was because the City of Cluj Napoca clearly believed that the individuals concerned had a specific set of skills and abilities that would assist in both developing and sharing best practice across a range of disciplines. The Members and Officers attending were:-

- Councillor Roger Stone, as Leader of the Council.
- Mr. Martin Kimber, the Chief Executive
- Councillors Mahroof Hussain and John Doyle, both Cabinet Members.
- Mr. Tom Cray, Strategic Director of Neighbourhoods and Adult Services.
- Mr. John Radford, Director of Public Health.

The experience and abilities of all of these people were self evident and needed no further explanation. All have key roles in the running of the Council which had a non-schools budget in excess of £220 million pounds annually, and which had responsibility for delivering in excess of 700 services.

The Leader was sure that the Council Chamber would recognise that people involved in Leadership and Management of an organisation of this scale would have transferrable skills that would be both recognised and in demand by others.

Councillor Vines asked about benefits of the visit. The Leader gave a flavour, but was aware that the visit had led to significant follow up action and it was for others rather than him to exhort the benefits of this. To explain further:-

1. As a consequence of the visit both organisations were able to gain greater knowledge of and share best practice relating to the Roma which form part of both communities. Members involved in the planning and delivery of services for diverse communities would know how important it was to have a clear and wide view about distinctive community needs.
2. Experience of different social care systems were shared and some of the ideas would assist in Rotherham in future service provision. Members involved in attempting to grapple with the single biggest problem facing us as a nation of managing the significant demographic pressures associated with an ageing population would know how important it was not to turn our back on ideas from other nations

3. A range of business contacts were made along with developing ideas regarding the best way for the relationship to grow the economy within Rotherham. Members involved in economic growth and local government finance would know about being at the heart of the worst economic crisis of modern times. Rotherham needed to do everything it could to generate opportunities for growth of businesses and jobs in Rotherham. This initial visit by the Rotherham delegation had led directly to further visits to Romania by Rotherham businesses including the Chamber of Commerce to develop the trading links identified and developed. This in turn would lead to the safeguarding and growth of jobs in Rotherham.

The Leader reiterated that he could speak in further detail about the benefits, but did not intend to do so. Actions spoke louder than words and he knew that Rotherham businesses would soon be making public announcements following their most recent visit. It was important that their thunder was not stolen.

When the announcements were made the Leader was sure Councillor Vines would be one of the first to congratulate him and other attendees for forging the relationship with Cluj Napoca and recognising the opportunities and benefits that international links could bring for Rotherham.

(8) Councillor Middleton asked following the revelation in Rotherham, 874 children of school age were not registered at school for the new term, did the Cabinet Member agree 'supporting parents to take up educational opportunities' was not sufficient when there was a legal requirement for children to be registered at, and sent to a specific school?

Councillor Lakin agreed with Councillor Middleton.

(9) Councillor Vines asked why were Rotherham Council leasing playing fields to Private Profit making Companies for a sum of just £1.00 per year for up to 25 year leases. What benefit did this bring to the tax payer, or were the Council run by the idiot school of economics and good business practice?

Councillor Rushforth explained that all requests for leases under the Council's Community Asset Transfer Policy were subject to the same assessment of eligibility. This included a requirement that the proposed lessee was a not-for-profit organisation and was able to take on full maintenance responsibility for the land or building. The Council's Capital Strategy and Asset Review Team (CSART) was responsible for judging all such proposals to determine whether they met the qualifying criteria. An annual rent of £1.00 was established as part of the Council's Asset Transfer Policy.

Part of the recreation ground at School Lane, Parkgate was the subject of such a proposal that had already been approved by CSART. The

prospective lessee was Inzone (Yorkshire) Community Interest Company which was a non-profit making social enterprise. Inzone's stated aims centred on creating opportunities for children and young people to participate in high quality physical activity, regardless of gender, ability and social circumstance. This would include small-sided soccer and other sports and formation of clubs, leagues and tournaments. The organisation also aimed to provide advice on healthy eating, consequences of substance abuse and oral hygiene. These aims were aligned well to corporate priorities, and would be of benefit to local communities in Rawmarsh, Parkgate and beyond.

**A40      QUESTIONS TO SPOKESPERSONS**

There were none.

**STANDARDS COMMITTEE  
12th September, 2013**

Present:- Councillor Gosling (in the Chair); Councillors Beck, Gilding, Pitchley, P. A. Russell, Sims, Bates, Rowley and Swann and also Mr. I. Daines, Mr. P. Edler and Ms. J. Porter.

Apologies for absence were received from Councillor Middleton.

**B8 MINUTES OF THE PREVIOUS MEETING**

Resolved:- That the minutes of the previous meeting of the Standards Committee held on 13<sup>th</sup> June, 2013 be approved as a correct record.

It was also noted that Mrs. Angela Bingham had formally submitted her resignation from the Committee. The Committee wished to pass on their thanks and appreciated for all her work and support and asked the Monitoring Officer to write to her on the Committee's behalf.

Arrangements would be made to advertise the two vacancies that currently now existed for two independent co-opted members.

(Councillor Beck left the meeting at this point and did not participate in any debate regarding the remaining agenda items)

**B9 UPDATE FROM THE MONITORING OFFICER**

Consideration was given to the updated presented by Jacqueline Collins, Monitoring Officer, which provided details on:-

1. The informal resolution of the complaints relating to Anston Parish Councillors continued. The Independent Person, Phil Beavers, had attended a meeting of the public in Anston to gauge their views. This would be followed by the Independent Person and the Monitoring Officer attending meeting of the Parish Council in October. The Independent Person would share his findings with the Parish Council and make recommendations regarding future actions, such as training, to bring the matter to a close.

Phil Beavers, Independent Person, summarised his involvement to date and his position with regards to bringing the matters referred to above to an amicable resolution. Members of the public had signed up to the Nolan Principles and it was hoped that the same approach would be adopted by the Parish Council. An update on progress would be provided in due course.

2. Two related complaints that a Borough Councillor had posted offensive remarks on Twitter. It was concluded that the Elected Member was tweeting in his private capacity and, therefore, the

Code of Conduct was not engaged. David Roper-Newman, Independent Person, was consulted and reached the same conclusion.

3. A complaint that a Borough Councillor made incorrect allegations regarding a member of the public, on the Elected Member's personal Twitter account. It was concluded that the posting of the information by the Councillor was done in his private capacity and, therefore, the Code of Conduct was not engaged. David Roper-Newman, Independent Person was consulted and formed the same view.
4. Four queries with regard to the Register of interest of Elected Members. Following consultation with the relevant Members the forms were updated and the issue resolved. There was no evidence of a deliberate attempt by the Elected Members concerned to deceive or withhold information.
5. A complaint regarding the content of a comment made by a Borough Councillor on the Rotherham Politics website. It was concluded that the comment had been made in the Councillor's private and not public capacity. Therefore, the Code of Conduct was not engaged. David Roper-Newman, Independent Person, was consulted upon the complaint and formed the same view.
6. Further to Minute No. B3 of the meeting held on 13<sup>th</sup> June, 2013, the Enterprise and Regulatory Reform Act 2013 had introduced changes to the safeguards offered to employees who made disclosures under the Confidential Reporting Code. The Code must now cover protected disclosures made in the public interest; the requirement that such disclosures must be made in good faith be removed; the position that employee's complaints regarding their own contract of employment should be raised as a grievance was clarified and the Code must ensure that other employees did not mistreat whistle blowers. The Council's Code had, therefore, been amended accordingly.

The Committee considered the detail made as part of the update and the actions taken, but sought clarification from the Monitoring Officer on the discharge of functions relating to the register of interests, use of social media in a personal/professional capacity and the need for training/advice in the completion of the Register of Interests form.

Resolved:- That the report be received and the steps that have been taken with regard to referrals under the Code of Conduct be noted.

**B10****EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of

exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act (as amended March, 2006) (information relates to an individual).

**B11 UPDATE ON INVESTIGATION INTO INCIDENT ON 30TH APRIL, 2013**

Further to Minute No. B6 of the meeting held on 13<sup>th</sup> June, 2013, consideration was given to a report presented by Stuart Fletcher, Deputy Monitoring Officer, which provided an update on the Police actions and the investigation by the Council which was proceeding without affecting the Police investigation and court process.

Clearly once the outcome of the legal proceedings were known this would feed into the Council's investigation and as such be presented back to the Committee for further consideration.

It was, therefore, suggested that a Sub-Committee be convened to consider the matter of whether the Code of Conduct was engaged.

The Committee considered at length the membership of the Sub-Committee, pre-determination and whether or not, in cases where complaints resulted in resource intensity and time, that the question of costs associated with investigations be met from the Parish Council to whom the complaints related.

It was suggested that the issue of costs be included as an agenda item on the next meeting of the Parish Council Network Group and whether this would prompt more Parish Councils to take responsibility for their actions.

Resolved:- (1) That the approach taken of the assault allegation being considered within the court process be noted.

(2) That Councillor Sims, Parish Councillors D. Bates and D. Rowley form the membership of the Sub-Committee to be convened to consider the preliminary issue regarding the "status" of the alleged perpetrator at the meeting.

(3) That the Parish Council Network Group be asked to consider the issue of costs for investigations for Parish Councils at their next meeting.

**B12 DATE AND TIME OF NEXT MEETING**

Resolved:- That the next meeting of the Standards Committee take place on Thursday, 12<sup>th</sup> December, 2013 at 2.00 p.m.

**THE CABINET**  
**4th September, 2013**

Present:- Councillor Stone (in the Chair); Councillors Doyle, Lakin, McNeely, Rushforth and Smith.

Also in attendance Councillor Whelbourn (Chairman of the Overview and Scrutiny Management Board)

Apologies for absence were received from Councillors Hussain, R. S. Russell and Wyatt.

**C62                    QUESTIONS FROM MEMBERS OF THE PUBLIC**

(1) A member of the public asked why it was no longer appropriate for Planning Officers to attend Area Assembly type meetings to enlighten the public on why sites such as the one at the top of Alma Road, the boarded area at the bottom of Hollowgate and the derelict area on the civic site were not being built out nor was the affordable housing application that had received permission on Boswell Street.

The Strategic Director of Environment and Development Services confirmed that the Development Control Team were more than happy to answer any queries from members of the public, but due to limited resources were unable to attend public meetings to answer questions.

Planning permission was granted for a period of three years and unless some form of development had commenced would expire and require a fresh application being submitted.

With regards to the sites referred to:-

- Top of Alma Road – this was a victim of the economic downturn and the Council were not the landowner.
- Bottom of Hollowgate – this site was acquired with Housing Market Renewal funds, but despite planning permission being granted twice, no developer had come forward to build this site out, which was why the site was fenced and secured.
- Side of the bus station – this was currently being cleared to make way for the new Tesco development, which had extensively been publicised.
- Further information would have to be sought with regards to the current position with the affordable housing application on Boswell Street.

In a supplementary question, the member of the public asked how members of the public would be informed about the information above and how this could best be shared.

The Leader pointed out that this information would be officially recorded in the minutes which were circulated to all Members of the Council, who also attended Area Assembly meetings.

(2) A member of the public referred to the frequent episodes of anti-social behaviour on Albion Road involving in excess of fifteen people and asked if anything further could be done as the visits by the Police were not proving effective.

The Cabinet Member for Safe and Attractive Neighbourhoods confirmed that she had been in contact with the questioner and had reported the concerns to the PACT Sergeant who had agreed to extra surveillance. This would again be followed up for the situation to be monitored.

In a supplementary question the member of the public confirmed that they had informed the Police at the times when the disturbance was taking place, but often the perpetrators of the disturbance were able to hide from the Police's view.

The Leader confirmed that the matters referred to would be followed up to see what action could be taken.

#### **C63 DECLARATIONS OF INTEREST**

There were no declarations of interest to report.

#### **C64 SCRUTINY REVIEW ON RMBC RESIDENTIAL HOMES**

Further to Minute No. 28 of the meeting of the Cabinet held on 19<sup>th</sup> June, 2013, Councillor Doyle, Cabinet Member for Adult Social Care, introduced the report by the Strategic Director of Neighbourhoods and Adult Services, which set out the findings and recommendations of the Scrutiny Review of RMBC Residential Homes, Lord Hardy Court and Davies Court. The full report had been endorsed by the Health Select Commission and the Overview and Scrutiny Management Board at their meetings on 18th April and 24th May, 2013 respectively.

The report gave a brief outline of the progress that had been made by Senior Management, Residential Managers and Human Resources Business Partner in line with recommendations from the review and progress from the proposed restructure of the homes and service in line with budget savings and proposals for 2013/2014.

The review reported under the five sub headings; staffing, catering and entertainment, buildings and maintenance, costs and comparisons and options for the future. Each of these sections of the review had its own

recommendations. There were ten recommendations all of which have been considered for the proposals within the revised structure for the residential homes and included within the response.

Resolved:- (1) The response to the Scrutiny Review of Residential Homes be approved.

(2) That the response to the Scrutiny Review be submitted to the next available meetings of the Overview and Scrutiny Management Board and Health Select Commission.

## **C65 CONTINUING HEALTHCARE SCRUTINY REVIEW RESPONSE**

Further to Minute No. 75 of the meeting of the Cabinet held on 17th October, 2012, Councillor Doyle, Cabinet Member for Adult Social Care, introduced a report by the Director of Health and Wellbeing, which detailed the outcome of the scrutiny review into Continuing Health Care (CHC) which was led by the Joint Health and Improving Lives Select Commissions in 2012. A number of recommendations were made, which were all accepted, would improve the experience of citizens and ensure that a fairer share of Continuing Health Care funding was received within Rotherham.

Following receipt of the report, a senior management working group consisting of both RMBC and NCSR staff agreed a set of actions to ensure effective multi-disciplinary working and delivery of better outcomes for customers.

Continuing health care and social care assessments were completed by health and social care staff presently or recently involved in assessing, reviewing, treating and supporting the customer. A better working relationship existed and understanding of each professional's role in participating in a multi-disciplinary assessment and completing the Decision Support Tool (DST).

Resolved:- (1) The response to the Scrutiny Review Continuing Health Care be approved.

(2) That the response to the Scrutiny Review be submitted to the Cabinet Member for Adult Social Care Health and the Health and Wellbeing Board.

(3) That the response to the Scrutiny Review be submitted to the next available meetings of the Overview and Scrutiny Management Board and Health/Improving Lives Select Commissions.

## **C66 ARMED FORCE COMMUNITY COVENANT**

Councillor Doyle, Cabinet Member for Adult Social Care, introduced a report by the Chief Executive which sought approval to support a bid by

the Military Community Veterans' Centre to the Ministry of Defence Armed Forces Community Covenant Fund.

The bid was for £22,088 to provide an outreach service to meet ex-service personnel and their families who may need assistance under the remit of the Armed Forces Community Covenant.

As lead organisation for the Rotherham Armed Forces Community Covenant any grant money awarded would be paid to the Council to manage and administer.

Resolved:- That the submission of the bid and the management and administration of any financial grant approved by the Ministry of Defence be approved.

C67

### **THE IMPLICATIONS OF THE DCLG TECHNICAL CONSULTATION ON THE LOCAL GOVERNMENT FINANCE SETTLEMENT FOR 2014/15 AND 2015/16**

The Leader introduced a report by the Director of Finance, which detailed how on 25<sup>th</sup> July, 2013 the Department for Communities and Local Government (DCLG) released a Technical Consultation on the Local Government Finance Settlement for 2014/15 and 2015/16. This consultation document provided some further clarity over figures included in the June Spending Round. The implications of the proposed settlements were:-

- An increase in the indicative 2014/15 Council Funding Gap of £0.4 million to £20.5 million.
- An increase in the indicative 2015/16 Council Funding Gap of £5.2 million to £20.3 million.

This revised the Council's cumulative funding gap to £40.8 million over the next two financial years.

A response to the Consultation Paper was required by the Department for Communities and Local Government by 2<sup>nd</sup> October, 2013. The Cabinet was asked to support both an individual response from Rotherham as well as endorsing the SIGOMA response. If a decision was also taken to submit a South Yorkshire response, Members were asked to support inclusion of Rotherham's issues and concerns in this response also. Members were also asked to agree the sharing of any response with the Local Government Association.

Cabinet Members noted and were concerned about the clear north/south divide that was beginning to emerge mostly affecting the northern metropolitan councils. This was also highlighted by the research undertaken by Sheffield Hallam University regarding the financial impact on individual residents alongside reductions in Council services and spending forced by significant annual budget reductions.

Cabinet Members were, therefore, in support of a multi-approach response in order to best reflect the substantial concerns about the current proposals.

Resolved:- (1) That the contents of the report and the implications on the Council's indicative funding gap for both 2014/15 and 2015/16 be noted.

(2) That the consultation responses be as follows:-

- (i) A Rotherham specific response.
- (ii) Input to/endorse the SIGOMA response.
- (iii) Input to a South Yorkshire response (should a decision be taken to submit one from the four South Yorkshire authorities).
- (iv) Share our response with the Local Government Association.

## C68 LSCB ANNUAL REPORT

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a report by the Strategic Director of Children and Young People's Services, which detailed that since April, 2010, Local Safeguarding Children Boards have been required to publish an annual report on the effectiveness of safeguarding children in the local area. This report introduced the 2012-13 Rotherham Local Safeguarding Children Board Annual Report and offered background information to it.

Key priorities included:-

- A multi-agency local protocol (framework) for the assessment of children.
- A performance and quality framework to measure the effectiveness of Early Help Services on outcomes for children and their families.
- A Learning and Improvement Framework to enable lessons learned to be translated into improved outcomes for children.
- Revised protocols for effective governance and partnership arrangements within the borough (for example between the LSCB and Health and Well Being Board).
- An updated LSCB constitution and revisions to its Sub Groups so that they can deliver the work and priorities of the Board.
- Ensure that the Child Sexual Exploitation Service, including other partners, are responsive to the need of young people involved in or vulnerable to CSE, through the implementation of the CSE Strategy and delivery of the CSE Action Plan.
- Continue to develop the importance of understanding the child's voice and journey through services, in particular the child protection process.
- Ensure that children subject to Child Protection Plan receive thorough multi-agency assessments of need and risk, effective care plans that address these and review them well.

Resolved:- (1) That this report as an introduction to the 2012-13 Rotherham Local Safeguarding Children Board Annual Report be received and the contents noted.

(2) That the Improving Lives Select Commission receive the report at its meeting on 18th September, 2013.

**(THE CHAIRMAN AUTHORISED CONSIDERATION OF THE FOLLOWING URGENT ITEM IN ORDER TO COMMISSION THE PROPOSAL QUICKLY)**

**C69 CHILD SEXUAL EXPLOITATION**

The Leader condemns sexual exploitation and acknowledged the devastating impact this had had on the young victims and the people that loved and cared for them.

On behalf of the Council he apologised unreservedly to those young people who had been let down by Safeguarding Services prior to 2009.

The Police and Crime Commissioner had reported the commissioning of a three pronged inquiry into South Yorkshire Police's handling of child sexual exploitation cases.

Following detailed discussions with the Chief Executive it was proposed that an independent inquiry be commissioned into historic sexual exploitation cases in Rotherham.

Terms of reference for the inquiry would be drafted by the Chief Executive for approval with the proposal that an independent individual(s) be identified to lead on this importance piece of work.

Cabinet Members welcomed the Police and Crime Commissioner's three pronged review and recommended that the Council's independent inquiry run parallel to the Police review with a broadly similar timetable for reporting.

Resolved:- (1) That the proposed commissioning of an independent inquiry into historic child sexual exploitation cases in Rotherham be approved.

(2) That a report setting out the draft terms of reference and detailed approach for the review be submitted to the next meeting of the Cabinet scheduled for 18<sup>th</sup> September, 2013.

**C70 EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of

exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act (as amended March, 2006) (information relating to financial and business affairs of any particular person).

## C71 GREEN DEAL DELIVERY OPTIONS

Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbours and Adult Services, which detailed how the Green Deal (GD), including the Energy Company Obligation (ECO) was the latest Government scheme to improve energy efficiency in domestic and commercial buildings. This was a new initiative, therefore, the Council needed to respond swiftly to the emerging opportunities and market interest from Green Deal companies in working in Rotherham. It focused on residential buildings and set out the options the Council had to maximise the benefits of the Green Deal. Such benefits included tackling fuel poverty, improving the health of residents, encouraging job creation and retention and the regeneration of deprived communities through major capital investment. Energy Company Obligation alone could bring in £41 million of capital investment into qualifying fuel poor households.

Many homes in the Borough have already benefitted from either the Carbon Emissions Reduction Target (CERT) or the Community Energy Saving Programme (CESP), however, the opportunity to scale up to a much larger programme existed with this new initiative. The report, therefore, set out the main options to achieve this and how to ensure the added value was captured that a large scale carbon reduction scheme brought.

The Council needed to ensure its strategic objectives were met whilst also removing the confusion and lack of confidence that currently existed in the community about energy saving schemes. This meant the Council must consider how it could influence and co-ordinate activity to deliver consistent high quality service to residents, but at the same time move rapidly, taking advantage of the available funding, to target the most vulnerable.

It was important that action was taken swiftly as the first phase of the Energy Company Obligation element of the scheme ended in 2015 and it was likely to be significantly nationally over-subscribed. The main steps and timetable necessary to implement the preferred option were set out in detail as part of the report.

Two issues that needed to be resolved, that were crucial to ensuring rapid progress, were selecting delivery partners in a timely way and establishing appropriate governance arrangements to protect the interests of communities and Council Housing stock.

Cabinet Members welcomed this report and were pleased to learn that the Scrutiny Review of Fuel Poverty had been used as reference.

Resolved:- (1) That the report be received and contents and the work done so far be noted.

(2) That the establishment of a Green Deal Partnership as outlined in Option 2 of this report be approved.

**C72 ACQUISITION OF 25 NEW COUNCIL HOMES AT BARBERS AVENUE, RAWMARSH**

Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which detailed the recent explorations into options to acquire twenty-five new affordable Council Houses, which were not built yet, on a privately owned site at Barbers Avenue, Rawmarsh.

Funding would be made available from the Housing Revenue Account Strategic Acquisitions budget (Cabinet Minute No. C160 of the meeting held on 20<sup>th</sup> February, 2013 refers), but this would require a top-up.

The new homes would be built to the same specifications as other Local Authority New Build homes; meeting the required design and quality standards including Code for Sustainable Homes Level 4.

Resolved:- (1) That the principles of acquiring twenty-five new Council homes at Barbers Avenue, Rawmarsh be approved.

(2) That the Director of Housing and Neighbourhoods be delegated to sign off details of the scheme and authorise acquisition if the development meets the key principles outlined in this report.

(3) That a top up of the Housing Revenue Account Strategic Acquisitions budget to acquire these properties be approved.

**C73 DIGITAL REGION LIMITED**

The Leader introduced a report by the Chief Executive which provided an update with regard to the urgent decisions taken by the Chief Executive regarding Digital Region Limited (DRL) in accordance with his delegated powers.

Resolved:- That the decision taken by the Chief Executive on 12th August, 2013, in accordance with his delegated powers be noted.

**THE CABINET**  
**18th September, 2013**

Present:- Councillor Stone (in the Chair); Councillors Doyle, Hussain, Lakin, McNeely, Rushforth, R. S. Russell, Sharman, Smith and Wyatt.

Also in attendance Councillor Steele (Vice-Chairman of the Overview and Scrutiny Management Board)

An apology for absence was received from Councillor Whelbourn.

**C74        QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the public referred to the media coverage regarding zero hour contracts and the lack of normal benefits to employees and asked, as the largest employer in the Borough, for the Council's view on zero contract hours.

The Chief Executive referred to the media coverage about zero contract hours and confirmed the Council did not have any. It did, however, have a number of people registered to undertake temporary employment in a particular capacity, for example exam invigilators which only took place at certain times in the year, but these were still the same kind of benefits as a full-time employee.

In a supplementary question the member of the public considered it reasonable that the Council did not have any zero contract hours, but referred to a letter he had received under a Freedom of Information request which was contrary to what had been reported.

The Chief Executive assured the member of the public that the Council did not have any zero contract hours, but did have a number of temporary contracts. An explanation was provided on the differences between the two types of contracts.

**C75        DECLARATIONS OF INTEREST**

Councillor Lakin declared a personal interest in Minute No. 79 (Proposals to make a 'prescribed alteration' to Thrybergh School and Sports College by a change of age range from 11-16 to 3-16 by closure of Dalton Foljambe Primary School) on the grounds that he was a Governor at both named schools and left the room whilst that item was discussed.

**(THE CHAIRMAN AUTHORISED CONSIDERATION OF THE FOLLOWING URGENT ITEM IN ORDER TO CONFIRM THE APPOINTMENT WITH IMMEDIATE EFFECT)**

**C76 APPOINTMENT OF DEPUTY LEADER**

The Leader reported that, with immediate effect, Councillor Terry Sharman was to take over the position of Deputy Leader, to replace Councillor Akhtar as an interim measure, in accordance with the Council's Constitution.

Councillor Sharman would continue act as Deputy Leader until such time as the position was required or until the appointment otherwise terminated.

Councillor Sharman would undertake the responsibilities of the Deputy Leader portfolio other than financial matters which would be undertaken by Councillor Wyatt with Councillors Doyle and Lakin overseeing all matters relating to the Health and Wellbeing Board.

Resolved:- That the appointment of Councillor Sharman to the position of Deputy Leader by the Leader of the Council and the sharing of other responsibilities to Councillors Doyle, Lakin and Wyatt be noted.

**C77 COMBINED AUTHORITY CONSULTATION**

Further to Minute No. 191 of the Cabinet meeting held on 10<sup>th</sup> April, 2013, the Leader introduced a report by the Strategic Director of Environment and Development Services, which outlined the key points to be covered in a joint City Region response to the Government consultation on establishing a combined authority for the Sheffield City Region. The response was being prepared as part of the agreement by the Sheffield City Region local authorities, earlier in 2013, to form a combined authority that would replace South Yorkshire Integrated Transport Authority and have strategic responsibility for transport and economic development issues affecting the City Region. The proposed response was set out in detail as part of the report, but a proposal was subsequently submitted to the Department for Communities and Local Government, which was now carrying out formal consultation with a view to establishing the new body by April, 2014.

Leaders and Chief Executives have agreed that the City Region would issue a joint consultation response, which would be largely positive whilst highlighting the following issues:-

- The Government's "rebranding" of the combined authority as "South Yorkshire Combined Authority" rather than Sheffield City Region Combined Authority (or "SCR Authority"), which was seen as unhelpful and factually inaccurate, given that the combined authority would have powers in relation to the wider City Region.
- The need for the Government to take steps to ensure that combined authorities have the necessary suite of powers, particularly in relation to economic development.

- That the delegation of responsibilities between the combined authority and the Local Enterprise Partnership should be a matter determined locally, rather than by Government.

Cabinet Members were in support of this proposal, especially in light of the rebranding concerns to those involved in the wider City Region.

Resolved:- That the joint Sheffield City Region consultation response be endorsed, rather than submitting a separate Rotherham Council response.

## C78 REVIEW OF ASSISTED AREAS

Councillor Smith, Cabinet Member for Regeneration and Development, introduced a report by the Strategic Director of Environment and Development Services, which set out details of how the Government was reviewing the United Kingdom's Assisted Areas map in response to the European Commission's 2014-2020 regional aid guidelines, which were issued in June 2013. The guidelines contained the rules stating how, when, where and to whom regional aid (a form of state aid) could be granted.

It was noted that the Local Enterprise Partnership areas, including the Sheffield City Region, were asked to identify a contiguous map of priority wards covering a total population of 80% of current Assisted Areas coverage (based on 2007-13 maps). This Council was also able to make the case for retaining 100% coverage of the whole Borough; however, because population levels have increased since the 2007-13 maps were agreed, this process would still involve a loss of coverage. All Rotherham Wards were covered in the 2007-13 map (appended to the report), providing the Rotherham Borough with wider coverage than most of the other districts in the Sheffield City Region (only the Doncaster Borough also has full coverage).

The Government was consulting on a number of elements that would inform the 2014-2020 Assisted Areas map, which covered the period from 1st July, 2014 to 31st December, 2020. The consultation was made up of two stages:-

- Stage 1 (deadline 30th September, 2013) - this focused on principles, indicators, local economic intelligence and priorities for coverage.
- Stage 2 (winter 2013/14) - building on Stage 1, this would be a consultation on a draft of the revised Assisted Areas map.

Local Economic Partnerships, through the Sheffield City Region executive team in Rotherham's case, have been asked to co-ordinate the response to Stage One, working with local authorities and drawing on

consultation/evidence that was informing the Sheffield City Region's emerging economic strategy/growth plan.

The submitted report included a brief rationale for identifying those Wards which Rotherham could be most prepared to lose from its current coverage, in order to contribute to any required overall reduction for the Sheffield City Region, although a strong case was to be made to retain the current coverage of the whole of the Rotherham Borough area.

Resolved:- (1) That the report and the recommended Wards to retain Assisted Area status and those wards which may lose the status be approved.

(2) That, within the overall City Region consultation response, the case be made for Rotherham and the City Region to retain maximum coverage.

C79

**PROPOSALS TO MAKE A 'PRESCRIBED ALTERATION' TO THRYBERGH SCHOOL AND SPORTS COLLEGE BY A CHANGE OF AGE RANGE FROM 11-16 TO 3-16 BY CLOSURE OF DALTON FOLJAMBE PRIMARY SCHOOL**

Further to Minute No. 33 of the meeting of the Cabinet held on 19<sup>th</sup> June, 2013, the Strategic Director of Children and Young People's Services, introduced the report which provided details in September 2011 Thrybergh School and Sports College had formed a collaboration (formerly referred to as a soft federation) with Dalton Foljambe Primary School.

Reference was made to the report which detailed that, since the collaboration had been established, Dalton Foljambe Primary School had been judged good by Ofsted and the school's outcomes have been above the National Floor Standards. The collaboration was now well established and both schools were requesting the opportunity to enter a more formal arrangement.

It was noted that the pre-statutory consultation had commenced on 19th June, 2013, following an initial report to Cabinet on the proposed 'Prescribed Alteration' to Thrybergh School and Sports College to change its age range from 11-16 years to 3-16 years by the closure of Dalton Foljambe Primary School and the Foljambe site becoming the Primary education phase annex of the Secondary School.

Resolved:- (1) That statutory consultation commence on the proposal to make a prescribed alteration to Thrybergh School and Sports College by a change of age-range from 11-16 to 3-16 by closure of Dalton Foljambe Primary School through the posting of a public notice for a six-week period.

(2) That a further report be brought to Cabinet detailing the outcome of the consultation.

(Councillor Lakin on the grounds that he was a Governor at both named schools and left the room whilst that item was discussed)

**C80 PROPOSED EXTENSION OF PLANNED PLACES AT NEWMAN SPECIAL SCHOOL FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS**

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a report by the Strategic Director of Children and Young People's Services describing the proposals to:-

- (i) expand the numbers on roll at Newman Special School from 90 to 110, an increase of 20 planned places for children with a Statement of Special Educational Needs (SEN) naming that school in Part 4 of a Statement of SEN; and
- (ii) offer two 'assessment' places (total = 22 places) for children who were not in receipt of a Statement of SEN, but where professional advice indicated that the child/young person requires an immediate placement in specialist provision whilst a statutory education assessment was underway.

Further to the Government's Green Paper "Support and Aspiration" and the Children and Families Bill 2013, legislation would be forthcoming in 2014 to promote a new approach to special educational needs and disability (SEND) 0-25 years. It is intended, amongst other aims, to:

- ensure equal life chances; raise aspirations and improve attainment;
- reform provision and significantly improve support to meet identified need;
- empower young people and their families and to increase choice where this is not incompatible with the efficient use of resources or education of other children; and
- plan and commission support across education, health and social care.

In Rotherham, the findings of the Autism Spectrum Condition Scrutiny Review resulted in a number of recommendations for planning and developing specialist provision. One key outcome was that proposals should be brought forward to build capacity locally, with the aim of keeping funding within Rotherham and reducing out-of-authority placements.

Cabinet Members noted that the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 required a formal pre-statutory and statutory process where expansion was above 10% of an existing special school roll or there was a change of age range or type of special educational need. The proposed annex to the

Newman Special School was above this threshold. Details of the consultation timeline were appended to the report.

Resolved:- That pre statutory consultation commence on the proposal to expand provision for children with SEN initially by 22 places from April, 2014 and to 30 places from September, 2014.

## C81 NEW CENTRAL PRIMARY SCHOOL

Further to Minute No. 193 of the Cabinet meeting held on 10<sup>th</sup> April, 2013, Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a report by the Strategic Director of Children and Young People's Services describing the good news proposal to increase the number of school places in the Authority.

There was an unprecedented increase in the numbers of pupils needing to access schools places within the Rotherham Borough area, with particular pressure in the central catchment areas of Rotherham (i.e: Eastwood and St. Ann's).

In response to this pressure, the Council submitted a bid to the Department for Education, through their Targeted Basic Need Programme, to fund a 1.5 form new central primary school (pupil ages 3 to 11 years) to be located within the central catchment area of the Authority. This bid has been successful and a grant of £3,216,065 been secured, plus £150,000 for project support funding. The estimated cost of the new school was approximately £5.2 million, with the additional £2 million having to be funded by the Council.

An area of land off Eldon Road, Eastwood (including the site of the former Donfield Tavern public house) had been identified as a suitable location for a new primary school. The time-scale for development was a programme of design and construction, lasting two years, with an anticipated opening of the new primary school in September, 2015, at the start of the 2015/2016 school year.

Cabinet Members welcomed this good news proposal and were informed that this new school would have academy status.

Resolved:- (1) That the report be received and the additional £2 million utilising Prudential Borrowing over a payback period of 60 years be approved.

(2) That the pressure this additional borrowing would create in the Council's capital financing budget be approved.

(3) That the Eldon Road allotment site for the proposed location of the new Central Primary School be approved.

(4) That negotiations for the purchase of the Donfield Tavern and associated land be approved.

**C82 CHILD SEXUAL EXPLOITATION UPDATE**

Further to Minute Nos. 35 and 45 of meetings of the Cabinet held on 19<sup>th</sup> June and 3rd July, 2013, Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a report which provided an update on the reviews, inquiries, current live operations, actions being taken, involvement of multi-agency groups and enhancement of the Child Sexual Exploitation Team.

A further report detailing the terms of reference for the independent inquiry would be considered later on the agenda.

Resolved:- (1) That the information about the reviews and inquiries which would be taking place over coming months, and the terms of reference for the RMBC inquiry announced by the Leader on 4th September, 2013 be noted.

(2) That the work that had been carried out on awareness raising, recognition of the signs of CSE and referrals to children's social care and the CSE team since April, 2013 be noted.

(3) That the current live operations that were taking place and the potential publicity related to these be noted.

**C83 TERMS OF REFERENCE FOR THE INQUIRY REPORT**

Further to Minute No. 69 of the meeting of the Cabinet held on 4<sup>th</sup> September, 2013, the Chief Executive introduced a report which set out in detail information about the commissioning of an Independent Inquiry into historic child sexual exploitation cases in Rotherham, the Terms of Reference for the Inquiry and process for appointing a person of appropriate calibre to undertake the Inquiry as set out in the report.

On the 29<sup>th</sup> August the Police and Crime Commissioner announced three inquiries into matters relating to child sexual exploitation. The Terms of Reference of these inquiries were not yet available.

The had been substantial media coverage during the last twelve months regarding young people from within Rotherham who have been sexually exploited in the past. It was, therefore, proposed that the Council commission an Independent Inquiry into past cases of child sexual exploitation within Rotherham covering the period 1997 to 2013.

The Council had approached the Local Government Association (LGA) to advise on the availability and suitability of individuals of the right calibre, standing and experience to undertake the Inquiry. The Local Government Association had agreed to commission the services of the relevant

individual on behalf of the Council, subject to the Council agreeing the budget and underwriting it. This would further demonstrate the independence of the inquiry process.

The Inquiry had as its main focus finding out what went wrong and ensuring that the right things were put in place. It was not intended to be a disciplinary investigation. The Council would need to consider the findings of the report and its response to it. If there was the need for follow-up action by the Council of any type, it would be addressed in the response to the Inquiry report.

The challenges attached to undertaking this Inquiry should not be underestimated. It was examining matters across a considerable time-span and whilst the Council's paper based records were good, as was inevitably the case with large organisations, many people at all levels of the organisation who had involvement or influence in some of these events would have moved on.

The Council had improved its services for safeguarding young people following Government Intervention in December 2009 and was able to demonstrate this. An Improvement Board operated in Rotherham throughout the whole of 2010 and the early part of 2011. It designed and oversaw the implementation of an improvement plan, the Council was taken out of intervention in 2011 and there have been subsequent Ofsted inspections in 2010, 2012 and 2013 and a Peer Review in January 2011 demonstrating sustained improvement.

However, no single agency acting alone could protect young people from harm. Prior to the most recent series of media articles in August of this year and decision for an Independent Inquiry at the Cabinet meeting on 4<sup>th</sup> September, the Council already had plans in place for Barnardo's to undertake a multi-agency review of child sexual exploitation and Missing from Home Services within Rotherham. This work was imminent. The work would continue and it was noted that the newly appointed Chair of the LCSB, who worked on Operation Yewtree and, therefore, had a strong background on child sexual exploitation, would play a pivotal role.

The work could be used to inform the Independent Inquiry, but it would not duplicate it as the main focus was the effectiveness and quality of inter-agency working. The work would provide a further strand to enable the Council to continue to drive service improvement.

Cabinet Members were also informed that the Chair of the Local Safeguarding Children's Board was to undertake a diagnostic assessment on the 17<sup>th</sup> and 18<sup>th</sup> October involving some people outside of Rotherham, which would only assist with the Inquiry.

Resolved:- (1) That the Terms of Reference for the Independent Inquiry and the process for appointing a person of appropriate calibre to undertake the Inquiry be approved. Should the person appointed suggest

amendments to the Terms of Reference, the Chief Executive be given the delegated authority to agree any such amendments (with any changes being reported to Cabinet).

(2) That the Chief Executive be authorised to make appropriate budget provision for the Independent Inquiry.

(3) That a further report be submitted confirming the appointment of the Independent Person and Inquiry costs when known.

(4) That the Inquiry report be received once finalised, together with recommendations on action the Council proposes to take in response to the findings of the Inquiry.

(5) That both the Inquiry report and the Council's response be made public in a timely way following its completion.

**C84 DCLG TECHNICAL CONSULTATION ON THE LOCAL GOVERNMENT FINANCE SETTLEMENT FOR 2014/15 AND 2015/16 CONSULTATION RESPONSE**

Further to Minute No. 67 of the meeting of the Cabinet held on 4<sup>th</sup> September, 2013, Councillor Wyatt, Cabinet Member for Health and Wellbeing, introduced a report by the Director of Finance which provided details of the Council's proposed response to the DCLG Technical Consultation on the Local Government Finance Settlement for 2014/15 and 2015/16.

Although the Consultation paper itself only requested authorities' views on six technical questions around the process of determining control totals and feeding in cuts in funding, it was proposed that the Council's response highlighted its concerns both around the impact of the proposals on the Council and the process itself.

This approach was also being favoured by both SIGOMA and the LGA in their responses and the Council had fed back its concerns around the implications of the proposals to these bodies for inclusion in their responses.

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

(2) That the Council's Consultation response and submission (attached as Appendix 1) be approved.

(3) That the Council's Consultation response also be considered by the Overview and Scrutiny Management Board at its meeting on the 20<sup>th</sup> September, 2013.

(4) That the Director of Finance, in consultation with the Leader, finalise the submission of the Consultation response reflecting any OSMB comments.

(5) That both SIGOMA and the LGA be informed of the Council's views for inclusion in their respective submissions to the DCLG.

**C85****EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act (as amended March, 2006) (information relating to financial and business affairs of any particular person).

**C86****LAND ADJACENT TO 66 BRAMPTON ROAD, WEST MELTON**

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned asset which has been declared surplus to the requirements of the Economic and Development Services Directorate (Streetpride).

The report stated that this asset comprised an open strip of grassland adjacent to No. 66 Brampton Road, West Melton. Planning permission had been granted to develop the adjacent former Brampton Centre site for residential development and planning approval was subject to the developer widening the existing highway to adoptable standards.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be given approval to negotiate the granting of a permanent right of way on the basis recommended in Option 2 in the report.

(2) That the Director of Legal and Democratic Services completes the necessary documentation.

**C87****LAND TO THE REAR OF 14 OAKWOOD ROAD WEST, BROOM VALLEY**

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned asset which had been declared surplus to the requirements of the Housing and Neighbourhoods Services Directorate.

The financial information and risks and uncertainties associated with this disposal were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be given approval to dispose of the assets on the basis recommended in Option 2 in the report.

(2) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(3) That the Director of Legal and Democratic Services completes the necessary documentation.

**C88 FORMER CAR PARKS (A & B) OFF FITZWILLIAM ROAD AND COTTINGHAM STREET, EASTWOOD**

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which sought approval for the disposal of the above-mentioned assets which have been declared surplus to the requirements of the Economic and Development Services Directorate.

The financial information and risks and uncertainties associated with these disposals were set out in detail as part of the report.

Resolved:- (1) That the Director of Audit and Asset Management be given approval to dispose of the assets on the basis recommended in Option 2 in the report.

(2) That the Director of Audit and Asset Management negotiates the terms of disposal of the asset as described in the report.

(3) That the Director of Legal and Democratic Services completes the necessary documentation.

**CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES'  
SERVICES**  
**18th September, 2013**

Present:- Councillor Lakin (in the Chair); Councillors Ahmed, Beaumont and Roche.

**D35. DECLARATIONS OF INTEREST.**

There were no Declarations of Interest to record.

**D36. MINUTES OF THE PREVIOUS MEETING HELD ON 24TH JULY, 2013.**

The minutes of the previous meeting of the Cabinet Member for Children, Young People and Families' Services held on Wednesday 24<sup>th</sup> July, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record for signature by the Cabinet Member.

**D37. MINUTES OF A MEETING OF THE CHILDREN, YOUNG PEOPLE AND FAMILIES' PARTNERSHIP HELD ON 22ND MAY AND 17TH JULY, 2013.**

Resolved: - The minutes of the previous meetings of the Children, Young People and Families' Partnership meetings held on 22<sup>nd</sup> May and 17<sup>th</sup> July, 2013 were noted.

**D38. CHILDREN AND YOUNG PEOPLE'S SERVICE REVENUE BUDGET MONITORING REPORT TO 31ST JULY, 2013.**

Consideration was given to the report presented by the Principal Finance Officer (Financial Services, Resources Directorate), which provided a financial forecast to 31st March, 2014, based on actual income and expenditure to 31<sup>st</sup> July, 2013.

Overall, the Directorate was projecting a £817k over-spend outturn position at the end of the 2013/2014 financial year. This over-spend represented an increase of 1.8% on the total revenue budget allocation.

The forecast over-spend was largely due to the continuing pressures in Safeguarding Children and Families' Services due to the needs-led nature of the budget. Some over-spends were offset by underspends and staff slippage. The report noted the projected outturn against the approved budgets for each Service division, and an analysis of the main pressures and the underlying reasons beneath them.

The current placements within Children and Young People's Services included: -

- The number of children in residential out-of-authority placements as at 31<sup>st</sup> July was 21 (a reduction of 4 since 31 March 2013);
- From 1 April 2013 children's remand placements were being fully funded by the Local Authority. There were currently 3 remand placements;
- The number of children in independent foster care as at 31<sup>st</sup> July was 106 (a reduction of 12 since the end of March 2013);
- The number of children in in-house fostering placements as at 31<sup>st</sup> July was 162;
- The number of looked after children was 389 at 31<sup>st</sup> July, a reduction of 3 since 31<sup>st</sup> March 2013.

The report outlined a number of management actions taken to avoid costs: -

- Proactive management actions continued to concentrate on avoiding costs to a total of £349k to date;
- The Multi-Agency Support Panel was continuing to make efficient multi-agency management actions and decisions, and continuing to avoid costs wherever possible
- Agency costs had increased compared to the same period in the previous year;
- Non-contractual overtime for Children and Young People's Services had increased compared to the same period in the previous year.

The Cabinet Member welcomed the overall positive direction of travel demonstrated within the budget monitoring report and thanked all Officers who had contributed to the reduced projected outturn to that which had been reported as at 31<sup>st</sup> May.

Resolved: - That the latest financial projection against the budget for the year based on actual income and expenditure to the 31<sup>st</sup> July, 2013, be noted.

### **D39. CONTRACT CONCERNS SYSTEM IMPLEMENTATION.**

Consideration was given to the report presented by the Operational Commissioner and the Contracting Officer (Commissioning, Neighbourhood and Adult Services), that outlined the Contract Concerns System that had been developed for staff to report concerns they had regarding contracts within Children and Young People's Services. These concerns could relate to various issues about the service, and the system delivered an audit trail and a consistent approach to the recording of such concerns, management of the concerns and recording the outcome following an investigation.

The contracting concern system was already well established in Adults' Commissioning and was to be embedded in Children and Young People's Services. It was intended that the embedded System would be a key

quality assurance process to support the building of intelligence about the provider market. The system, and the information it could gather, was in line with best commissioning practice.

A robust communication plan would be in place to support the implementation of the Contracting Concerns System across the Children and Young People's Services Directorate.

Where a report(s) raised a safeguarding concern, these would be passed onto the Safeguarding Service to be investigated. The outcome of the investigation would be recorded in the Contract Concerns System so that it remained complete.

The Contracting Officer demonstrated the use of the System as it would be accessed by Council Staff. Care had been taken to ensure that the System was as user-friendly as possible. Mandatory user fields ensured that information received was as full and as standardised as possible.

Discussion ensued on the report and the presentation of the Contract Concerns System. Issues discussed were: -

- Reporting tools and the ability to conduct detailed searches on the information recorded in the database;
- How the information recorded in the System would be interfaced with information recorded by the Children and Young People's Service's Complaints Department;
- How the System would be implemented with existing providers and be an expectation in future contracts with providers.

Resolved: - (1) That the implementation of the Contracting Concerns System and the approach to be taken be noted.

(2) That the Cabinet Member receive future reports on the information collated through the Contracting Concerns System.

**D40. THE WHITE ROSE CONSORTIUM - INDEPENDENT RESIDENTIAL FRAMEWORK.**

Consideration was given to the report presented by the Operational Commissioner (Commissioning, Neighbourhood and Adult Services), that outlined the progress and establishment of The White Rose Consortium, which had been set-up with seven other Yorkshire and Humber local authorities. The Consortium would undertake a regional approach through the development of a framework whereby independent residential provision, which met both sufficiency and quality criterion also achieved financial efficiencies, would be procured. The commissioning and development process had now ended, and the full contract was let from 8<sup>th</sup> July, 2013 across all eight authorities.

Previously, this Council had spot-purchased out-of-authority residential placements. The approach taken through collaboration with neighbouring local authorities was expected to achieve efficiency savings whilst still meeting required quality assured standards. The White Rose Consortium had developed a system of grading and placing into tiers the tenders received from providers for four categories of residential placements.

The submitted report outlined the negotiations that had taken place between The White Rose Consortium and providers to ensure that prices were as competitive as possible whilst remaining able to meet the needs of individuals within the four categories of placement. It was envisaged that work would now commence on renegotiating existing placements that had been arranged prior to the implementation of Consortium.

Discussion ensued on the report presented in relation to the new Consortium: -

- Expected efficiency savings from this new approach;
- Were the four categories of placements reflective of the need(s) of Rotherham's Looked After Children, and whether the four categories static, or could they be flexible to respond to children and young people's needs within the existing tariff;
- The numbers of placements within the Rotherham authority.

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

(2) That a further report be brought to the Cabinet Member on the performance of The White Rose Consortium at the outturn of the 2013/2014 financial year.

**D41. CHILDREN AND YOUNG PEOPLE'S SERVICES' PERFORMANCE INDICATOR REPORT: - OUTTURN 2012-2013.**

Consideration was given to the report presented by the Performance and Quality Manager (Performance and Quality, Neighbourhood and Adult Services), that reported on the 2012/2013 outturn position of Children and Young People's Service's Performance Indicators.

The Performance and Quality Manager explained that the delay between the end of the 2012/2013 year, and bringing the report to the Cabinet Member was due to the wait for validated data, which was received at the end of July, 2013.

The submitted report and two appendices compared Rotherham Children and Young People's Services' performance against set targets, direction of travel analysis (comparing the 2012/2013 outturn against 2011/2012 outturn performance), Statistical Neighbours' average and against National average.

The covering report and appendices showed how each Performance Indicator related to the Council's Corporate Plan Priorities. The Cabinet Member received exception reports that showed which performance indicators were currently rated as red in the Red, Amber, Green (RAG) system of reporting risk management. Appendix B showed each performance indicator's rating on the RAG scale.

The Performance and Quality Manager also reported that Ofsted had published their assessment rating from their recent inspection of Fostering Services. Ofsted had judged Rotherham to have a 'Good' Fostering Service.

The Cabinet Member welcomed this news and thanked all Officers within Fostering Services for their continued efforts.

Resolved:- (1) That the report be received and the performance at the outturn of the 2012/2013 year be noted.

(2) That the report be submitted to the Children, Young People and Families' Partnership for their information.

**D42. PROPOSAL TO AMALGAMATE BADSLEY MOOR JUNIOR AND INFANT SCHOOLS BY THE CLOSURE OF THE JUNIOR SCHOOL AND THE EXPANSION AND CHANGE OF AGE-RANGE AT THE INFANT SCHOOL.**

Consideration was given to the report presented by the Principal School Organisation Officer (School Admissions, Organisation and Special Educational Assessment Service, Schools and Lifelong Learning, Children and Young People's Services) that outlined the pre-statutory consultation process that had taken place on the proposal to amalgamate the two Schools.

Minute No. D15 (Proposal to Amalgamate Badsley Moor Junior and Infant Schools) of the Cabinet Member for Children, Young People and Families' Services held on Wednesday 19<sup>th</sup> June, 2013, gave permission for a pre-statutory consultation phase to take place.

Pre-statutory consultation had now taken place. The Principal School Organisation Officer reported that this had been a positive process. The principal reasons for amalgamation were: -

- To provide a continuous primary entitlement across the key stages;
- To provide a unified management structure with a single school ethos which will be more efficient and make more effective use of resources.

Discussion ensued on the proposal.

The Cabinet Member observed that the potential amalgamation of the two Schools would create a very large primary school, which would bring unique leadership and management situations. The Director for Schools and Lifelong Learning (Children and Young People's Services) confirmed that schools of this size did successfully operate in other authorities. The size of the primary school would bring unique operational issues, but these could be addressed with appropriate configuration.

Resolved:- (1) That Statutory Consultation on the proposal to amalgamate Badsley Moor Infant and Junior Schools by the closure of the Junior School and the expansion and change of age-range of the Infant School from 4-7 to 4-11, through the posting of a public notice for a six-week period, commence.

(2) That a further report be submitted to the Cabinet Member detailing the outcome of the Statutory Consultation phase.

**D43. PROPOSAL TO CLOSE THE EMOTIONAL AND BEHAVIOURAL DIFFICULTIES UNIT AT THOROGATE JUNIOR AND INFANT SCHOOL.**

Consideration was given to the report presented by the Principal School Organisation Officer (School Admissions, Organisation and Special Educational Assessment Service, Schools and Lifelong Learning, Children and Young People's Services) that outlined a proposal to remove the Emotional and Behavioural Difficulties (EBD) Unit attached to Thorogate Junior and Infant School.

The report outlined that the Department for Education had confirmed that the closure of the EBD Unit was classed as a 'prescribed alteration' under the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, so it would therefore be necessary to consult on the proposal including a six-week representation period prior to implementation.

Although there was no cost implications to this proposal, the Local Authority would need to consult on proposals to establish a new provision elsewhere in the Borough. A separate report would be brought to the Cabinet Member in due course detailing proposals to establish a new EBD provision.

A timetable of the proposed consultation process was included within the submitted report.

Discussion ensued on the proposal as submitted.

The Director for Schools and Lifelong Learning informed the Cabinet Member of the consultation process that had recently concluded in relation to proposed changes to Pupil Referral Units (PRU) to improve outcomes for children and young people. When seeking an alternative

base for the EBD unit, the outcomes of the PRU consultation would be considered. The Primary School where the EBD unit would be re-located to would be expected to be committed to inclusive education and support the pupils accessing the EBD unit to engage with their mainstream peers.

Resolved: - (1) That Pre-Statutory Consultation on the proposal to close Thorogate Junior and Infant School's Emotional and Behavioural Difficulties Unit commence as outlined in the submitted report.

(2) That a further report be submitted to the Cabinet following the close of the Pre-Statutory Consultation phase.

**D44. ADULT COMMUNITY LEARNING FEES AND FUNDING POLICY.**

Consideration was given to the report presented by the Partnership Manager (Commissioning, Neighbourhood and Adult Services) that outlined proposed changes to the Adult Community Learning Fees and Funding Policy.

The revised policy reflected new guidance from the Skills Funding Agency and the Department for Business, Innovation and Skills and outlined how the Adult Community Learning Department intended to deploy funding, its charging and subsidy policy and how it proposed to generate income.

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

(2) That the report be referred to full Cabinet for consideration.

**D45. EXCLUSION OF THE PRESS AND PUBLIC.**

Resolved: - That, under Section 100A(4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act, 1972 (as amended March 2006) (relates to the financial or business affairs of any particular individual (including the Council)).

**D46. APPROVAL OF TENDER FOR THE FLANDERWELL AUTISM UNIT.**

Consideration was given to the report that outlined the tenders that had been received by the Council in respect of the building works required to construct Flanderwell Autism Unit.

The quotations had been procured through the Yorbuild Contractors' Framework through a mini competition tender. The report outlined that four tenders had been received and recommended that the quotation received from George Hurst Ltd to the value of £396, 353.41 be accepted.

Resolved: - That the tender submitted by George Hurst Ltd in the sum of £396,353.41, dated 9th August 2013, and the total project approval of £578,227.06, be accepted.

**D47. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Children, Young People and Families' Services take place on Wednesday 16<sup>th</sup> October, 2013, to start at 9.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR COMMUNITIES AND COHESION**  
**16th September, 2013**

Present:- Councillor Hussain (in the Chair) and Councillor Wallis.

Apologies for absence had been received from Councillor Burton.

**E12. DECLARATIONS OF INTEREST.**

There were no declarations of interest to record.

**E13. MINUTES OF THE PREVIOUS MEETING HELD ON 22ND JULY, 2013.**

The minutes of the previous meeting held on Monday 22<sup>nd</sup> July, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record for signature by the Cabinet Member.

**E14. UPDATE ON THE ROTHERHAM INTEGRATED YOUTH SUPPORT SERVICE, SCHOOLS AND LIFELONG LEARNING, CHILDREN AND YOUNG PEOPLE'S SERVICES.**

Resolved: - That consideration of the matter be deferred until the next meeting of the Cabinet Member for Communities and Cohesion to be held on Wednesday 2<sup>nd</sup> October, 2013.

**E15. WOMEN'S STRATEGY UPDATE.**

Consideration was given to the presentation of the Community Engagement Manager (Community Engagement, Housing and Neighbourhood Services, Neighbourhood and Adult Services Directorate) relating to the Council's Women's Strategy.

The presentation provided an overview of the Strategy, the achievements made, areas for improvement and the progress from a stakeholder seminar that had taken place. The presentation ended by opening the area up for discussion about future developments.

The information shared included: -

• **Context:** -

- Many policies and frameworks were 'gender blind' and did not include an assessment of the different needs of men and women;
- Issues including the Government's Welfare Reform programme were expected to have implications for women and children;
- The Women's Strategy was a framework devised to guide and influence the Council's Partners;

- It was intended that the Women's Strategy would add value to existing policies and frameworks;
- The EoC report (2006) stated that: 'Women are frequently disadvantaged by policies and practices that do not recognise their greater caring responsibilities, the different pattern of their working lives, their more limited access to resources and their greater vulnerability to domestic violence and sexual assault.'

- **Achievements: -**

- Events championing women;
- Bespoke support for women to facilitate business and entrepreneur opportunities, pre-employment advice and training to help women to access employment opportunities;
- Financial inclusion;
- The annual International Women's Day conference;
- Rotherham Women's Network, including maternity provision and town centre accessibility;
- Support to make environments safer;
- Contribution to Adult Safeguarding policies and procedures;
- Training in relation to Domestic Abuse;
- RMBC policies now included the following provisions where appropriate: - the facility to access the same gender interpreter, women-only sessions for major consultation sessions and mandatory training/e-learning.

- **Areas for improvement: -**

- Working with the Private Sector to encourage adoption of policies within the Women's Strategy;
- On-going work on adoption of safety enhancing measures;
- Existence of some information gaps, including baseline and impact measurements;
- Funding for projects;
- Communication of the project and securing ownership by all partners.

- **Three priorities of the Women's Strategy: -**

1. Provide opportunities for women to participate in learning and employment;
2. Make Rotherham a place where women feel safe and are safe in all situations;
3. Providing opportunities for women to achieve a healthy lifestyle and physical and mental wellbeing.

- **Five cross-cutting actions:** -

1. Ensuring women's voice and influence in local decision making;
2. Promoting equality for all women;
3. Building women's self-esteem and self-confidence;
4. Providing women only space and events;
5. Improving communications and information.

- **Next steps:** -

- Follow-up actions from the working-group held as part of the International Women's Day Conference;
- Continue to pursue funding streams to support the aims of the Women's Strategy;
- Continue with the Women's Network to create an action plan.

Discussion ensued on the information presented: -

- Councillors had attended events arranged by the Women's Network;
- Engaging with all members of the community;
- Utilising existing networks within Rotherham, including sporting networks.

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

(2) That the actions of the working group held as part of the International Women's Day conference be followed- up.

(3) That funding streams be pursued in support of the aims of the Women's Strategy.

(4) That an action plan be produced to inform the next steps of the Women's Strategy.

## **E16. WORK PROGRAMME FOR 2013/2014 MUNICIPAL YEAR.**

Discussion was undertaken around the priorities for the 2013/2014 work programme for the Communities and Cohesion portfolio.

- Single Infrastructure Grant (Voluntary Action Rotherham);
- Community Leadership Fund;
- Deprived Neighbourhoods Update;
- Community Engagement: Community First and Big Local;

- Vulnerable Persons' Unit – six-month progress update;
- Overview of the PREVENT workstream (South Yorkshire Police);
- Welcome Pack;
- Update on work with Parish Councils and Streetpride;
- Selective Licensing;
- Parish Council Charter update;
- One Town One Community update;
- Asylum / Migration update;
- Youth Services – standing updates.

Resolved: - That the above items be considered at future meetings of the Cabinet Member for Communities and Cohesion in the 2013/2014 Municipal Year.

**E17. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Communities and Cohesion take place on Wednesday 2<sup>nd</sup> October, 2013, to start at 11.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR CULTURE AND TOURISM**  
**17th September, 2013**

Present:- Councillor Rushforth (in the Chair); Councillors Andrews and Dalton.

**F15. DECLARATIONS OF INTEREST.**

There were no Declarations of Interest to record.

**F16. MINUTES OF THE PREVIOUS MEETING HELD ON 9TH JULY, 2013.**

The minutes of the previous meeting held on 9<sup>th</sup> July, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record for signature by the Cabinet Member.

**F17. SUBSIDISED USE OF THE CIVIC THEATRE**

Consideration was given to the report presented by the Theatre and Arts Manager (Customer and Cultural Services, Planning and Regeneration, Environment and Development Services) that outlined an application for subsidised use of the Civic Theatre on behalf of the Rotherham Amateur Repertory Company, known as 'Rotherham Rep'.

The Cabinet Member had previously agreed a scheme whereby organisations could apply for subsidised use of the Civic Theatre to raise money for charitable aims (Minute No. F40 of the Former Cabinet Member for Lifelong Learning and Culture, held on 6<sup>th</sup> December, 2011, refers).

The application requested subsidised use of the Civic Theatre on one evening to produce a variety-style performance including drama, song and dance. 'Rotherham Rep' would use one evening from their annual scheduled five-weeks' of productions at the Civic Theatre to perform a tribute to Stuart Lister. Stuart had been a member of the organisation who had regularly performed, directed and produced plays, in addition to having many friends and family, connections and interests across Rotherham. He had tragically died from a heart attack at the age of 67 in May, 2013. It was proposed that the proceeds made from the performance would be donated to Rotherham Young Carers and to create a charity/trust fund to support local businesses in Rotherham to gain access to defibrillators, and to train staff in their use.

A subsidy of £792.60 would be required to support the production of the event. During the 2013/2014 financial year, four events had been subsidised and from the 2013/2014 total budget allocation of £5,000 there would be a remainder of £218.70 if this application was approved.

The Theatre and Arts Manager was in support of the application as received and believed it to be a realistic, achievable and worthwhile event to allow subsidised use of the Civic Theatre.

The Theatre and Arts Manager also provided feedback about how previous and forthcoming productions supported through subsidised use of the Civic Theatre had operated. One production donated proceeds to Rotherham Hospice had raised £2,686. The production company had thanked the Council for the opportunity.

Discussion ensued on the application as received.

Resolved: - That the application for subsidised use of the Civic Theatre received from Elliot Montgomery on behalf of Rotherham Amateur Repertory Company ('Rotherham Rep') be approved.

#### **F18. CATCLIFFE GLASS CONE - EMERGENCY REPAIRS**

Consideration was given to the report presented by the Customer and Cultural Services Manager (Planning and Regeneration, Environment and Development Services) that requested an exemption from Standing Order 47.6.3 (the requirement to invite three written quotations for contracts valued between £20,000 and £50,000) to contract a specific Conservation Architect to undertake remedial repair works to the Glass Cone at Catcliffe.

The Glass Cone at Catcliffe had been classed as a Grade One listed building and a Scheduled Ancient Monument. The Cone was closed to the public in 2006 and the following year a full conservation assessment was carried out by Paul Hewitt, Conservation Architect, which summarised that an overall budget for the works (at a projected date of 2009/2010) was £641,000.

This report advised that some emergency repair works were needed to the top of the Cone where, due to water ingress and exposure to the elements, the upper twenty courses of brickwork had become loose. The upper sections of the brickwork also need to be replaced and re-pointed.

Due to the nature of the work needed to be undertaken, it had now become essential that it commenced as soon as possible on health and safety grounds, and before the weather deteriorated for the winter.

Heritage Services had worked with the Conservation Architect, Paul Hewitt in the past on several projects including the refurbishment of Clifton Park Museum and the restoration of Boston Castle, both had been very successful. It was now proposed that Paul Hewitt be appointed to undertake the necessary remedial works required to the Glass Cone at Catcliffe.

A total of £47,194 had been previously approved from the Capital Expenditure Programme to carry out this essential health and safety work and was still available.

The Cabinet Member was requested to exempt Standing Order 47.6.3 (the requirement to invite three written quotations for contracts valued between £20,000 and £50,000) so that Paul Hewitt, Conservation Architect, could be appointed to undertake the necessary works in the required timescale.

Discussion ensued on the proposal presented: -

- Communicating with local residents who lived near to the Glass Cone to inform them of the repair works and expected timescales;
- History of the Glass Cone and how members of the public had been able to access it in the past;
- Prevention measures, health and safety risks and reputational issues relating to the need to undertake the repair works within the short-term.

Resolved: - That Standing Order 47.6.3 (the requirement to invite three written quotations for contracts valued between £20,000 and £50,000) be exempted and the contract for the health and safety work on Catcliffe Glass Cone be awarded as detailed in the submitted report.

**F19. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Culture and Tourism take place on Tuesday 8<sup>th</sup> October, 2013, to start at 10.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**2nd September, 2013**

Present:- Councillor Smith (in the Chair); and Councillor Godfrey, together with Councillor Pickering.

Apologies for absence were received from Councillors Clark and Dodson.

**G32. MINUTES OF THE PREVIOUS MEETING HELD ON 29TH JULY, 2013**

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Regeneration and Development, held on 29th July, 2013, be approved as a correct record for signature by the Chairman.

**G33. OPENING OF OFFERS**

Resolved:- That the action of the Cabinet Member in opening the following tenders on Tuesday, 6th August, 2013, be noted:-

- former depot and joiners workshop at Wadsworth Road, Bramley

**G34. MARE (MANAGING ADAPTIVE RESPONSES TO THE ENVIRONMENT) - CLOSURE OF PROJECT AND CAMINO (CLIMATE ADAPTATION MANAGEMENT) - PROPOSED ADVENT OF PROJECT**

Further to Minute No. 164 of the meeting of the Cabinet Member and Advisers for Regeneration and Development Services held on 5th January, 2009, consideration was given to a report presented by the Project Officer concerning the successful conclusion of the MARE (Managing Adaptive Responses to the Environment) project, including the success of the bid for European Union funding for the CAMINO (Climate Adaptation Mainstreaming through Innovation) project.

The details and financing of both of these projects were included in the submitted report. Members noted that the MARE project entailed research into the effects of flooding on the environment and economic development of an area. The CAMINO project will help to increase the Council's knowledge of the wider climate change agenda.

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

(2) That the successful conclusion of the MARE (Managing Adaptive Responses to the Environment) project be noted.

(3) That the implementation of the CAMINO (Climate Adaptation Mainstreaming through Innovation) project be endorsed, in order to continue the work already delivered in this subject area.

**G35. LOCAL NATURE RESERVE STATUS FOR THE CENTENARY RIVERSIDE URBAN WETLAND NATURE PARK**

Consideration was given to a report presented by the Leisure and Green Spaces Manager concerning the proposal to declare the area known as Centenary Riverside as a Local Nature Reserve, in accordance with the provisions of Section 21 of the National Parks and Access to the Countryside Act 1949. The area, consisting of 4.5 hectares, is situated adjacent to the A6178 Sheffield Road and Riverside Way, in the Templeborough area of Rotherham and is an urban wetland nature park and part of the River Don flood alleviation scheme.

The report referred to the legislative process of declaring an area as a Local Nature Reserve and also summarised the views of the Environment Agency, Natural England and the Wildlife Trust for Sheffield and Rotherham about the proposal.

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

(2) That the formal declaration of Centenary Riverside as a Local Nature Reserve, in accordance with the provisions of Section 21 of the National Parks and Access to the Countryside Act 1949, be approved.

(3) That the formal public notice be issued and the declaration of this Local Nature Reserve be announced in accordance with the guidelines provided by Natural England.

(4) That Natural England be formally notified of the declaration of this Local Nature Reserve.

**G36. THE DESIGNATION OF A CONSERVATION AREA EXTENSION, MOORGATE**

Consideration was given to a report presented by the Senior Planner concerning the request made by residents of Moorgate Grove and Whiston Grove to include their two streets as part of the Moorgate Conservation Area which was originally designated in March, 1977. As a consequence of this request, a public consultation exercise has been carried out in order to gauge local opinion about this proposal.

Members noted that, within the Borough area, there are twenty eight existing Conservation Areas. The Local Planning Authority has a duty under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review the exercise of its functions in respect of the designation of conservation areas and to consider the designation of further parts of its area as conservation areas. In addition, every Local Planning Authority has a duty to review periodically the boundaries of its existing Conservation Areas.

A plan of the proposed Conservation Area extension was appended to the submitted report.

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

(2) That the proposed Conservation Area Extension at Moorgate, Rotherham, as detailed in the report now submitted and shown on the submitted plan, be approved.

**G37. BRAMLEY CROSSROADS LTP WORKS**

Consideration was given to a report presented by the Transportation and Highways Projects Manager concerning the proposed highway improvement scheme at the crossroads of the A631 Bawtry Road, Cross Street and Flash Lane, Bramley. The report stated that the works will involve the resurfacing of Cross Street. Members noted the details of the costs of the works, which are to be funded from the Local Transport Plan Integrated Transport (Network Management theme) budget and also from the Local Transport Plan Highways Maintenance budget during the 2013/14 financial year.

Members noted that there will be an element of night-time working in order to try and minimise traffic disruption in the area.

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

(2) That the implementation and funding of the highway improvements scheme at the crossroads of the A631 Bawtry Road, Cross Street and Flash Lane, Bramley, as detailed in the report now submitted, be approved.

**G38. PROPOSED SHARED USE FOOTWAY: A633 CORRIDOR BETWEEN ST ANN'S ROUNDABOUT AND GREAT EASTERN WAY ROUNDABOUT, PARKGATE**

Further to Minute No. 43 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 28<sup>th</sup> August, 2012, consideration was given to a report presented by the Traffic Manager concerning the proposed shared use footway on the A633 (linking Rotherham and Parkgate) between the St. Ann's and the Great Eastern Way roundabouts. The submitted report detailed the result of consultations carried out in relation to this proposal, including the one objection received and also detailed the proposed highway changes and funding of the scheme from the Local Sustainable Transport Fund Programme for 2013/2014 and 2014/2015.

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

(2) That the objection to the proposed scheme be not acceded to.

(3) That approval be granted for detailed design work to be undertaken in relation to this proposed shared use footway scheme along the A633 between Rotherham and Parkgate and for the scheme to be implemented during the 2013/2014 financial year.

(4) That the footways identified on drawings numbered 129/LSTF/A633.consult1 and 129/LSTF/A633.consult2 be designated as shared pedestrian and cycle use under Sections 66(4) and 65(1) of the Highways Act 1980.

(5) That negotiations commence with land owners for the purchase of land to enable the proposed shared use footway to be widened to 3.0 metres in the locations shown on plan number 129/LSTF/A633/LAND/01 and subject to completion of successful negotiations for the land to be purchased, the detailed design be undertaken and works be implemented before the end of the 2014/2015 financial year.

**G39. PROPOSED IMPROVEMENTS TO A6021 HOLLOWGATE/A618 MOORGATE ROAD JUNCTION**

Consideration was given to a report presented by the Traffic Manager concerning the proposal to introduce a pedestrian crossing stage in the A6021 Hollowgate/A618 Moorgate Road traffic signal-controlled junction. The report included details an objection to an associated proposed prohibited right turn for vehicles from Hollowgate into Moorgate Road. Members noted that funding for the scheme is available from the Local Transport Plan Integrated Transport Programme during 2013/2014.

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

(2) That the objection to the proposed scheme be not acceded to.

(3) That the approval be given for detailed design work to be undertaken in relation to this proposed scheme to introduce a pedestrian crossing stage in the A6021 Hollowgate/A618 Moorgate Road junction, as shown on drawing number 126/17/TT239 and for the scheme to be implemented during the 2013/2014 financial year.

**G40. FENTON ROAD, BRADGATE - PROPOSED CONTROLLED PEDESTRIAN CROSSING AND CYCLE IMPROVEMENT SCHEME**

Consideration was given to a report presented by the Traffic Manager concerning the proposed pedestrian and cycle improvement scheme on Fenton Road, Bradgate, including a new Toucan crossing and shared use footway. Members noted that funding for the scheme is available from the Local Transport Plan Integrated Transport Capital Programme during 2013/2014.

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

(2) That the outline scheme proposals be noted and approval be granted for the footways at Fenton Road, Bradgate, identified on drawing 126/17/TT238/2, to be designated as shared pedestrian and cycle use under Sections 66(4) and 65(1) of the Highways Act 1980.

(3) That the detailed design for the proposal be undertaken and, subject to no objections being received, the scheme be implemented.

**G41. PROPOSED 2013/14 LOCAL SAFETY SCHEME PROGRAMME**

Consideration was given to a report presented by the Traffic Manager containing details of the 2013/14 Local Safety Scheme programme. The report stated that Local Safety Schemes are targeted at highway locations which have a history of treatable collisions in which someone has been injured. Locations are subsequently analysed to determine whether a treatable pattern exists and whether cost-effective remedial treatment can be justified. A list of the various highway locations in the Borough area, proposed to be included in the 2013/14 Local Safety Scheme programme, was appended to the submitted report.

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

(2) That detailed design and consultation on the schemes listed in the appendix to the report be undertaken and, subject to no objections being received, the various schemes be implemented.

(3) That the schemes be funded from the Local Transport Plan Integrated Transport Programme for 2013/14.

**G42. SUSTAINABILITY APPRAISAL OF FINAL DRAFT SITES AND POLICIES DOCUMENT**

Consideration was given to a report presented by the Senior Planner stating that an exemption from Standing Orders 47.6.2 and 47.6.3 was being sought to allow orders to be placed with Jacobs UK Ltd to continue the Sustainability Appraisal of the Local Plan Sites and Policies document. Members noted that essential further work will be required by the consultants to enable the adoption of the Sites and Policies document after its Examination in Public. The report explained the various additional work to be undertaken. Details of the costs of this proposal were provided for Members.

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

(2) That approval be granted for the exemption from Standing Orders 47.6.2 (requirement to invite at least two oral or written quotations for contracts with an estimated value of £5,000 but less than £20,000) and 47.6.3 (requirement to invite at least three written quotations for contracts with an estimated value of between £20,000 and £50,000) in respect of the proposed appointment of Jacobs UK Ltd to undertake the

Sustainability Appraisal of the Sites and Policies Document to enable its subsequent adoption.

**G43. ENVIRONMENT AND DEVELOPMENT SERVICES REVENUE BUDGET MONITORING REPORT 2013/2014**

Consideration was given to a report presented by the Finance Manager concerning the budget monitoring of the Environment and Development Services Directorate Revenue Accounts for the period to 31<sup>st</sup> July, 2013, including the forecast out-turn of overspending of £856,000 to the end of the 2013/14 financial year. The submitted report included information on the variances reported by each Division of Service.

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

(2) That the latest financial projection against budget for the 2013/14 financial year, for the Environment and Development Services Directorate, based on actual income and expenditure to 31st July 2013, be noted.

(3) That the report be referred to the Self Regulation Select Commission for information.

**G44. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended (information relating to the financial/business affairs of any person (including the Council)).

**G45. PETITION REQUESTING REMOVAL OR MODIFICATION OF ANTI-MOTORCYCLE BARRIERS, BIRCHWOOD, RAWMARSH**

Consideration was given to a report presented by the Public Rights of Way Officer concerning the receipt of a petition, containing 144 signatures, from residents of the streets and area around Birch Wood and Hague Avenue, Rawmarsh, requesting that the barriers which prevent illegal motorcycle access into Birch Wood be removed or modified and that the vegetation be cut back annually.

Correspondence from the Local Government Ombudsman, about this matter, was appended to the report.

Reference was made to the Council's programme of annual vegetation clearance on the public footpath network, which occurs twice per year (during the Spring and during the Summer) and includes work on all of the three public footpaths within Birch Wood.

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

(2) That the lead petitioner be informed that:-

- (a) the removal of the barriers from the access to Birch Wood be not approved;
- (b) the vegetation on the public footpaths in Birch Wood is scheduled to be cut back and cleared twice per year; and
- (c) any further improvement works to these public footpaths will be added to the programme of proposed future works.

**G46. ROTHERHAM TOWN CENTRE - APPLICATIONS FOR BUSINESS VITALITY GRANT**

Consideration was given to reports presented by the Business Investment Manager concerning three applications for a Business Vitality Grant in respect of retail shops situated within the Rotherham town centre.

The report stated that the Town Centre Business Vitality Scheme is designed to encourage and support new independent niche retail businesses to open up in the Rotherham town centre. Members noted that all of the projects satisfied the eligibility criteria of the Scheme.

Resolved:- (1) That the reports be received and their contents noted.

- (2) That a Business Vitality capital grant of £7,500 be awarded to the premises at Keppel Wharf, now identified, as a contribution towards the cost of fitting out the premises.
- (3) That a Business Vitality capital grant of £3,500 be awarded to the premises at Corporation Street, now identified, as a contribution towards the cost of fitting out the premises and the award of this grant be subject to the applicant preparing a detailed marketing plan to the satisfaction of this Council's Head of Business and Retail Investment and, subsequently, the implementation and effectiveness of the marketing plan be reviewed at quarterly intervals.
- (4) That a Business Vitality capital grant of £3,000 be awarded to the premises at Corporation Street, now identified, as a contribution towards the cost of fitting out the premises.
- (5) That, in respect of each of the three premises, now identified, a rental contribution be approved, to provide 50% of annual rent (exclusive of VAT) in year 1 and 25% of annual rent (exclusive of VAT) in year 2 and the grants shall be paid quarterly in arrears on submission by the applicants of proof of payment of rent.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**7th October, 2013**

Present:- Councillor Smith (in the Chair); Councillors Clark and Godfrey; together with Councillor Dodson.

Apologies for absence were received from Councillor Pickering.

**G47. MINUTES OF THE PREVIOUS MEETING HELD ON 2ND SEPTEMBER, 2013**

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Regeneration and Development, held on 2nd September, 2013, be approved as a correct record for signature by the Chairman.

**G48. OPENING OF OFFERS**

Resolved:- That the action of the Cabinet Member in opening the following tenders on Monday, 23rd September, 2013, be noted:-

- land at Fenton Road (former Bradgate Quarry), Kimberworth.

**G49. PETITION - BUS SERVICE NO. 4 (SUNNYSIDE)**

Consideration was given to a petition, containing 112 signatures, from residents of the Dalton and Sunnyside area, opposing the reductions in bus service number 4, serving Sunnyside and Magna Lane.

Resolved:- (1) That the petition be received.

(2) That the petition be referred to the South Yorkshire Passenger Transport Executive for further consideration.

**G50. ENVIRONMENT AND DEVELOPMENT SERVICES - REVENUE BUDGET MONITORING 2013/2014**

Consideration was given to a report presented by the Finance Manager concerning the budget monitoring of the Environment and Development Services Directorate Revenue Accounts for the period to 31<sup>st</sup> August, 2013, including the forecast out-turn of overspending of £711,000 to the end of the 2013/14 financial year. The submitted report included information on the variances reported by each Division of Service.

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

(2) That the latest financial projection against budget for the 2013/14 financial year, for the Environment and Development Services Directorate, based on actual income and expenditure to 31st August, 2013, be noted.

(3) That the report be referred to the Self Regulation Select Commission for information.

**G51. A630 FITZWILLIAM ROAD, ROTHERHAM - PROPOSED DELETION OF HIGHWAY IMPROVEMENT LINE**

Consideration was given to a report presented by the Transportation and Highways Projects Manager describing a proposal to delete a road improvement line which currently safeguards the possible future improvement of the A630 Fitzwilliam Road, Eastwood, Rotherham.

The report stated that this section of Fitzwilliam Road has been protected from other development by a long-established road improvement line (imposed by the former Rotherham County Borough Council), because of a historical intention to construct a dual carriageway in this location. The recent improvement of this part of Fitzwilliam Road, together with the effects of current transportation policies, mean that the road improvement line is no longer required and may be deleted.

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

(2) That the highway improvement line along the A630 Fitzwilliam Road, Eastwood, now indicated on the plans submitted, be deleted and no longer declared on a Local Authority Search Enquiry.

**G52. MAIN STREET, ROTHERHAM - PROPOSED PEDESTRIAN IMPROVEMENT SCHEME**

Further to Minute No. 13 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 14th June, 2013, consideration was given to a report presented by the Transportation and Highways Projects Manager concerning the objection from the South Yorkshire Police to the proposed 20mph zone extension on Main Street, Don Street and The Statutes, Rotherham.

Members noted that the South Yorkshire Police are generally supportive of the pedestrian improvement scheme, but feel that without additional traffic calming measures along Main Street, the speed of vehicles will not be in accordance with the guidelines issued by Department for Transport for the proposed speed limit. In turn, the Council has given assurances to the South Yorkshire Police that once the scheme is completed, a further speed survey will be undertaken and should vehicle speeds not be in accordance with the Department for Transport requirements, consideration will be given to the implementation of further measures to ensure that speeds are commensurate. However, given the proposed changes to the environment of Main Street, including the introduction of the Zebra crossing, the carriageway widening and junction amendments, changes to paving materials, it is considered that these features will result in the required reduction in vehicle speeds being achieved.

A drawing of the proposed pedestrian (Zebra) crossing and environmental enhancement scheme was appended to the submitted report.

Resolved:-

- (1) That the report be received and its contents noted.
- (2) That the objection be not acceded to and the detailed design for the pedestrian improvement scheme at Main Street, Rotherham be undertaken and the scheme be implemented.
- (3) That appropriate monitoring be undertaken to evaluate the success of the 20 mph zone at Main Street, within the initial six months of the scheme being completed.
- (4) That, further to (3) above, should the monitoring indicate that vehicle speeds are not commensurate with the 20 mph speed limit, additional speed reducing measures be designed and be subject to consultation and further consideration prior to approval and implementation.

**G53. PROPOSED JUNCTION SIGNALISATION - A630 DONCASTER ROAD / B6090 KILNHURST ROAD, HOOTON ROBERTS**

Consideration was given to a report presented by the Transportation and Highways Projects Manager describing the proposal to install traffic signals at the junction of the A630 Doncaster Road and the B6090 Kilnhurst Road, Hooton Roberts. Details of the results of consultations which have been carried out were included and the layout of the scheme was shown on the diagram appended to the report.

The report stated that the scheme had been identified as part of the South Yorkshire County-wide Road Safety Initiatives Project. Statutory consultation with the emergency services and with Ward Councillors has been undertaken and no objections have been received. Consultation with local residents has resulted in some changes to the proposed layout being made, to overcome concerns about the position of the stop line and access to and egress from the shared driveway of numbers 2 to 8 Doncaster Road.

Resolved:-

- (1) That the report be received and its contents noted.
- (2) That the detailed design for the scheme to install traffic signals at the junction of the A630 Doncaster Road and the B6090 Kilnhurst Road, Hooton Roberts, as detailed in the report now submitted, be undertaken and the scheme be implemented.
- (3) That the scheme be funded from the Local Transport Plan Central Fund for 2013/14.

**G54. ROTHERHAM VOLUNTARY BUS PARTNERSHIP AGREEMENT**

Consideration was given to a report presented by the Transportation and Highways Projects Manager describing the progress of discussions between this Council, the South Yorkshire Passenger Transport Executive and major public transport operators about making improvements to the bus offer in Rotherham, through the potential to enter into a voluntary agreement to form a partnership.

The report stated that the objective of improving the bus offer in Rotherham would be achieved principally through network design changes, new ticketing products and the agreement from bus operators involved in the partnership to adopt minimum standards for vehicles operating on the agreed network in Rotherham.

Members noted that the costs of the proposed consultation exercise would be met from the South Yorkshire Local Sustainable Transport Fund and the Local Transport Plan fund allocations in 2013/14.

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

(2) That the principle of entering into an agreement in respect of a Bus Voluntary Partnership for Rotherham, as described in the report now submitted, be supported.

(3) That consultation procedures be commenced and a further report be submitted to a future meeting of the Cabinet Member and Advisers for Regeneration and Development describing the outcome of the consultation process.

**G55. ROTHERHAM TOWN CENTRE - FREE PARKING ON SATURDAYS BEFORE CHRISTMAS 2013**

Consideration was given to a report presented by the Business and Retail Investment Manager, seeking approval for the allocation of £24,000 from Environment and Development Services revenue budgets in order to offer free parking in Council-owned car parks and in on-street parking bays in the Rotherham town centre on the six Saturdays before Christmas: on 16th, 23rd and 30th November, 2013 and on 7th, 14th and 21st December, 2013.

The suggested funding would also cover the cost of implementing a comprehensive marketing and communications plan, to inform shoppers and residents of the free parking incentive.

The promotional materials would include reference to the fact that the free parking would only be available in Council-owned car parks (to avoid confusion with the car parks on Westgate, near the entrance to the multi-storey car park and the surface car park opposite the railway station entrance at Bridge Street/College Road, which are owned by other

organisations). In addition, all promotional material would include reference to the fact that 'Maximum Stay still applies' which identified to the shopper that where a parking space was limited to, for example, a two hours stay, there must still be adherence to the maximum stay period of two hours.

It was noted that the people would have to pay to park their vehicles, once again, in Council-owned car parks and in on-street parking bays on Saturday, 28th December 2013.

Members were informed of the study which will be undertaken to ascertain the overall benefit to the Rotherham town centre economy of this free parking arrangement (including feedback from town centre businesses). A report about the study will be submitted to Members during 2014.

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

(2) That an allocation of £24,000 from Environment and Development Services revenue budgets, as detailed in the submitted report, be approved to cover (i) the loss of revenue and (ii) the marketing activity associated with offering free parking on Saturdays in Council car-parks and in on-street parking bays for the period 16th November, 2013 to 21st December, 2013 (inclusive).

#### **G56. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended (information relating to the financial/business affairs of any person (including the Council)).

#### **G57. ROTHERHAM TOWN CENTRE - SHOP FRONT IMPROVEMENT SCHEME**

Further to Minute No. 34 of the meeting of the Cabinet Member and Advisers for Economic Development, Planning and Transportation held on 27<sup>th</sup> July, 2009, consideration was given to a report, presented by the Project Officer, concerning an application from the owner of a town centre retail shop for a grant from the Rotherham town centre Shop Frontage Improvement Scheme. The report stated that the objective of this scheme was to improve the quality of individual shop frontages in the town centre and contribute towards the overall street scene. Grant aid of up to 75% of eligible costs (excluding VAT) is available to independent businesses towards the cost of ground and upper floor improvements. Eligible works include the restoration of traditional/historical features, repairs to rendering or stone-work, the removal of inappropriate signage and fittings and the introduction of appropriate lighting. The applicant's proposals to

improve the premises were described in the report and also shown on a plan submitted to the meeting.

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

(2) That a grant of £7,500 from the Rotherham town centre Shop Frontage Improvement Scheme be awarded to the town centre retail premises, now identified and in accordance with the details contained in the submitted report.

**G58. ROTHERHAM TOWN CENTRE - APPLICATION FOR BUSINESS DEVELOPMENT GRANT**

Consideration was given to a report presented by the Business Investment Manager concerning an application for a Business Development Grant in respect of a retail shop situated within the Rotherham town centre.

The report stated that the Town Centre Business Development Grant Scheme is designed to encourage and support existing retail and catering businesses to improve their businesses in the Rotherham town centre. Members noted that this project satisfied the eligibility criteria of the Scheme.

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

(2) That a Business Development capital grant of £7,500 be awarded to the premises at Corporation Street, now identified, as a contribution towards the cost of refurbishing the premises and making improvements in order to increase sales capacity at the premises.

**G59. ROTHERHAM TOWN CENTRE - APPLICATIONS FOR BUSINESS VITALITY GRANT AND STREET CAFE GRANT**

Consideration was given to a report presented by the Business Investment Manager concerning applications for a Business Vitality Grant and a Street Café Grant in respect of two retail shops situated within the Rotherham town centre.

The report stated that the Town Centre Business Vitality Scheme is designed to encourage and support new independent niche retail businesses to open up in the Rotherham town centre. The applicants for the Street Café Grant wish to re-instate a street café area outside the premises. Members noted that both of the projects satisfied the eligibility criteria of the Scheme.

With reference to the application for the Business Vitality Grant, Members noted the reasons for the increase in rental charges for the premises, payable by the applicant business, due to the change of landlord.

With reference to the Street Café Grant (which is part of the Business Vitality Grant scheme), Members were informed of the previous grant to the former owner these premises, in respect of the provision of a street café. The new owners will be required to submit a fresh application for planning permission only if the area of the proposed street café is larger than the area previously granted planning consent.

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

(2) That, further to Minute No. 28 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 15<sup>th</sup> July 2013, a Business Vitality capital grant of £2,250 be awarded to the premises at High Street, now identified, as a contribution towards the cost of fitting out the premises.

(3) That, further to the award of a grant described at (2) above, a rental contribution be approved for the subject premises at High Street, to provide 50% of annual rent (exclusive of VAT) in year one and 25% of annual rent (exclusive of VAT) in year two and the grant shall be paid quarterly in arrears on submission by the applicant of proof of payment of rent.

(4) That, further to Minute No. G19 of the meeting of the Cabinet Member and Advisers for Town Centres, Economic Growth and Prosperity held on 18<sup>th</sup> July, 2011, a Street Café grant, to a maximum of £2,335 (being 75% of eligible costs, excluding VAT, of the purchase of street café furniture by the new owners of the premises), the grant awarded being a maximum sum of £2,000 for this independent business within the Imperial Buildings, plus a maximum sum of £335 towards the cost of planning application fees, should such fees be required.

**CABINET MEMBER FOR ADULT SOCIAL CARE**  
**23rd September, 2013**

Present:- Councillor Doyle (in the Chair); Councillors Gosling and P. A. Russell.

An apology for absence was received from Councillor Steele.

**H22. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**H23. MINUTES OF PREVIOUS MEETING HELD ON 22ND JULY, 2013**

Consideration was given to the minutes of the meeting held on 22nd July, 2013.

Resolved:- That the minutes of the meeting held on 22nd July, 2013, be approved as a correct record.

**H24. ROTHERHAM SAFEGUARDING ADULTS BOARD**

The minutes of the Rotherham Safeguarding Adults Board held on 3<sup>rd</sup> July, 2013, were noted.

**H25. HEALTH AND WELLBEING BOARD**

The minutes of the meeting of the Health and Wellbeing Board held on 10<sup>th</sup> July, 2013, were noted.

The Chairman reported that there had been 2 events held recently:-

- LGYH organised an event in Brigg for Health and Wellbeing members. The main subject was integration with the message that for integration of Services to work effectively it had to be at customer level
- A meeting of the Joint South Yorkshire-wide Health and Wellbeing Boards held in Rotherham – an opportunity for the 4 authorities to get together for the first time to share experiences and good practice across the sub-region

The Chairman also reported on the temporary re-alignment of Cabinet responsibility and that Councillor Lakin and himself would be taking over responsibility for the Health and Wellbeing Board.

**H26. ROTHERHAM LEARNING DISABILITY PARTNERSHIP BOARD**

The minutes of the Rotherham Learning Disability Partnership Board meeting held on 19<sup>th</sup> July, 2013, were noted.

**H27. ADULT SERVICES REVENUE BUDGET MONITORING REPORT 2013/14**

Consideration was given to a report presented by the Finance Manager (Adult Services), which provided a financial forecast for the Adult Services Department within the Neighbourhoods and Adult Services Directorate to the end of March, 2014, based on actual income and expenditure to the end of July, 2013.

It was reported that the forecast for the financial year 2013/14 was an overspend of £1.886M against an approved net revenue budget of £72.558M. The main budget pressures relate to slippage on a number of budget savings targets including continuing health care funding and implementing the review of in house residential care.

The latest year end forecast showed a number of underlying budget pressures which were being offset by a number of forecast underspends:-

**Adults General Management and Training**

- A slight underspend based on estimated charges

**Older People**

- A forecast overspend on In-House Residential Care due to slippage on implementation of budget savings target and recurrent budget pressure on Part III income
- Recurrent budget pressures in Direct Payments
- Underspend on In House Transport.
- Forecast underspend on Enabling Care and Sitting Service, Community Mental Health, Carers' Services and slippage on the recruitment to vacant posts within Assessment and Care Management
- Overspend on independent sector Home Care due to an increase in demand since April, 2013
- Overspend on independent residential and nursing care due to an additional 10 admissions in July. Additional income from property charges was reducing the overall overspend
- Forecast savings on in-house day care due to vacant posts and moratorium on non-pay budgets
- Overall underspend on Rothercare due to slippage in Service Review including options for replacement of alarms

**Learning Disabilities**

- A forecast overspend on independent sector Residential Care budgets due to 3 new admissions in July and shortfall on Continuing Health Care income
- Forecast overspend on Day Care due to slippage on implementation of Day Care Review including increase in fees and charges plus recurrent budget pressure on transport

- Forecast overspend in independent sector Home Care due to increase in demand and slippage in meeting budget savings
- High cost placements including transitions from Children's Services in independent Day Care resulting in forecast overspend
- High cost Community Support placements resulting in forecast overspend
- Slippage on developing Supported Living Schemes including additional funding from Health and efficiency savings on Service Level Agreements for Advice and Information and Client Support Services was reducing the overall over spend.

#### Mental Health

- Projected overspend on Residential Care budget offset by an underspend in Community Support Services
- Budget pressure on Direct Payments and minor overspends on employees' budgets due to lower staff turnover and additional overtime

#### Physical and Sensory Disabilities

- Continued pressure on Independent Sector Domiciliary Care due to an increase in demand
- Further increase in demand for Direct Payments
- Underspend on Community Support as clients were redirected to Direct Payments and underspend on Residential and Nursing Care due to slippage in developing alternatives to residential provision
- Reduction in contract with independent sector Day Care provider
- Underspend on equipment and minor adaptations
- Forecast savings on contracts with Voluntary Sector providers

#### Safeguarding

- Overspend due to lower than expected staff turnover and use of agency support

#### Supporting People

- Efficiency savings on subsidy contracts had already been identified against budget

Total expenditure on Agency staff for Adult Services to the end of July, 2013, was £188,805 (no off contract) compared with actual expenditure of £67,738 (no off contract) for the same period last year. The main areas of spend were within Assessment and Care Management Teams, Residential Care and Safeguarding to cover front line vacancies and sickness. There had been no expenditure on consultancy to date.

There had been £127,024 spent up to the end of July, 2013, on non-contractual overtime for Adult Services compared with expenditure of £94,223 for the same period last year.

Careful scrutiny of expenditure and income and close budget monitoring remained essential to ensure equity of Service provision for adults across the Borough within existing budgets particularly where the demand and spend was difficult to predict in a volatile social care market. A potential risk was the future number and cost of transitional placements from Children's Services into Learning Disability Services together with any future reductions in Continuing Health Care funding.

Regional benchmarking within the Yorkshire and Humberside region for the final quarter of 2012/13, showed that Rotherham remained below average on spend per head in respect of Continuing Health Care.

Discussion ensued on the report with the following issues raised and clarified:-

- 2013/14 Health Support Grant had been increased so it was not anticipated that Winter Pressure funding would be forthcoming
- Continuing Health Care was one of the biggest budget pressures. A workshop was to be held with the CCG to discuss the National Framework, processes, procedures and implementation thereof
- Joint training had been organised for all staff (Council and NHS) on CHC assessments, the National Framework and Legislation, the quality and standards and consistency of decisions
- Demographic pressures were now putting great strain on the budget even though the normal financial disciplines were still applied e.g. budget clinics, review of high cost of care package, consistency of assessments, essential spend only

Resolved:- (1) That the latest financial projection against budget for 2013/14 be noted.

(2) That a briefing note be supplied to the Cabinet Member on the agency and consultancy spend.

## **H28. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs, indicated below, of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006).

## **H29. RECONFIGURATION OF ACTION HOUSING ACCOMMODATION PROVISION FOR HOMELESS**

Claire Smith, Operational Commissioner, submitted a proposal for the reconfiguration/merge of the homeless provision in order to achieve significant savings and create an efficient/effective delivery process for the provision of housing for single homeless and young people currently

provided by Action Housing and Support funded through Supporting People.

The report also contained a summary of the current provision of housing for single homeless and young people.

The changes to the reconfiguration of Service would require significant data analysis in order to alleviate any concerns relating to the quality of provision or the mixing of 2 different client groups into 1 Service.

**Resolved:** That, subject to the agreement of the Cabinet Member for Safe and Attractive Neighbourhoods, the proposals to reconfigure/merge the homeless provision be approved.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any particular individual (including the Council))

**H30. BUDGET SAVING PROPOSALS: ASSESSMENT AND CARE MANAGEMENT**

Michaela Cox, Service Manager, submitted a proposal to offer services to people with complex mental health issues over 65 years through the existing End to End process Teams within Neighbourhoods and Adult Services.

The financial details and risks and uncertainties associated with the proposal were set out in the report submitted.

**Resolved:-** (1) That the proposals contained within the report for the reconfiguration/integration of Service be approved.

(2) That a briefing note be supplied to the Cabinet Member for distribution to all Elected Members on the integration of Service.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any particular individual (including the Council))

**H31. REVIEW OF SENSE DAY AND COMMUNITY PROVISION**

Mel Daniels, Operational Commissioner, submitted a report on the findings of the contract review for Sense Day and Community Provision.

The Service was currently commissioned through both block and spot arrangements. The review had offered greater clarity and had allowed a series of actions, based on the findings, to ensure value for money was being achieved.

Resolved:- (1) That further clarification be sought from the provider on the actual services being provided to individuals including the number of hours supported per week in the day centre/community and the exact ratio of staff to Service user.

(2) That contract negotiations be commenced.

(3) That consideration be given to the alignment of budgets across Learning Disability and Physical Disability Sensory Impairment Services to match the actual usage across the client groups.

(Exempt under Paragraph 3 of the Act – information relating to the financial or business affairs of any particular individual (including the Council))

**CABINET MEMBER FOR SAFE AND ATTRACTIVE NEIGHBOURHOODS**  
**2nd September, 2013**

Present:- Councillor McNeely (in the Chair) and Councillor Astbury (Policy Advisor).

An apology for absence was received from Councillor Goult.

**J29. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**J30. HOUSING GENERAL FUND BUDGET MONITORING 2013/14**

Consideration was given to a report presented by the Finance Manager in relation to the budget monitoring and financial forecast for the Neighbourhoods General Fund within the Neighbourhoods and Adult Services Directorate to 31st March, 2014, based on actual income and expenditure for the period ending 31st July, 2013.

The latest forecast showed an overall balanced budget against an approved net revenue budget of £2.345M as follows:-

**Safer Neighbourhoods (+£13k)**

- Staffing cost pressures due to lower than expected staff turnover within Community Protection
- Savings through vacancy management but pressure on income due to reduce EPA applications
- Essential health and safety work on landfill sites

**Business Regulation (-£3k)**

- Pressures on staffing costs within Health and Safety, Food and Drugs and Animal Health budgets
- Offset by additional income from Dignity contract and savings within Trading Standards due to vacant posts

**Housing and Communities (-£4k)**

- Forecast underspends on Supplies and Services as a result of the moratorium on non-essential spend

**Strategic Housing and Investment Service (+£2k)**

- Small shortfall on staffing budget

**Central (-£8k)**

- Small underspend due to savings on Supplies and Services

To date there had been no spend on Agency or Consultancy within Neighbourhoods' General Fund budgets.

Resolved:- That the report be received and the latest financial projection against budget for 2013/14 noted.

### **J31. HOUSING REVENUE ACCOUNT BUDGET MONITORING 2013/14**

Consideration was given to a report presented by the Finance Manager, Neighbourhood and Adult Services, on the Housing Revenue Account which was forecasting an outturn on budget with a transfer to working balances (HRA reserves) of £2.438M, a reduction of £161,000 against the approved budget.

Appendix A of the report provided the Budget Operating Statement for 2013/14 showing the various income and expenditure budget lines which made up the net cost of delivering the Service. The latest forecast net cost of Service was £5.974M, together with Revenue contribution to Capital costs and interest received, would result in an overall deficit of £2.438k to be transferred from Working Balances.

#### **Expenditure**

Based upon expenditure and commitments to date, total expenditure was forecast to outturn at £73.052M compared to a budget provision of £73.090M, a decrease in spend of £48K. The main variations were:-

#### **Contributions to Housing Repairs**

- Repairs and Maintenance – Forecasting an overall slight underspend. The Empty Homes budget was difficult to forecast given it being a responsive service together with a forecast overspend on cyclical works. This was offset by forecast underspends within Responsive repairs, Planned works budgets and fluctuations in overhead costs

#### **Supervision and Management**

- Forecast to outturn at £20.073M, overall overspend of £8k due to lower than expected staff turnover

#### **Income**

- Total forecast income collectable was £79.016M, an increase of £113k above budget
- Dwelling rental income was projected to over-recover by £86k however non-dwelling rents were forecasted to slightly under-recover due to lower income on way leaves and garage plots
- Income from charges for services and families were forecasting an outturn of £3.589M, an under-recovery of £12k mainly due to reduced income from clients using Sheltered Neighbourhood Centres services as tenants opted out of the laundry charge
- Other fees and charges were forecasting an over-recovery of income of £44k related to additional unbudgeted income in respect of the sale of tenants contents insurance and from utility companies for the use of solar panels

Resolved:- (1) That the latest financial projection against budget for

2013/14 be noted.

(2) That a report be submitted on long term voids.

## **J32. YEAR END PERFORMANCE MONITORING**

The Director of Housing and Neighbourhoods presented the 2012/13 Key Performance Indicator results for the Housing and Neighbourhood Service elements of the Directorate including a comparison for 2011/12.

There were 16 Indicators managed by the Service of which 15 (94%) were rated as on target and 1 (6%) as off target.

There had been a 12% reduction in the number of complaints received, the decline suggesting the Service was learning from the customer experience to improve its Services. There had also been a 47% reduction of complaints progressing to Stage 2 which appeared to reflect the improved investigation of complaints and communication skills.

100% of complaints were responded to within the target timescales compared to 89% in 2011/12.

The report set out details of each of the 16 Indicators.

Discussion ensued with the following comments made:-

- NAS65 Food establishments broadly compliant with the food hygiene law – need to include explanation of what exactly this meant
- NAS76 Rent collected as a percentage of rent owed – the figure shown also included historical rent. Should include information regarding the help and assistance provided to those struggling financially
- NAS34 – Average length of time waiting for major adaptations from assessment to work beginning – there had been a major review of the Service and the budget increased. Consideration should be given to flexible payment options to help reduce the delay
- “Tell Us Once” – consideration should be given to the inclusion of information regarding the cessation of benefits upon a claimant’s death

Resolved:- That the 2012/13 year end position and the improvement in performance from 2011/12 be noted.

**CABINET MEMBER FOR HEALTH AND WELLBEING**  
**16th September, 2013**

Present:- Councillor Wyatt (in the Chair); Councillors Tweed (Advisor) and Dalton (Health Select Commission).

An apology for absence was received from Councillor Buckley.

**K18. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**K19. MINUTES OF MEETING HELD ON 8TH JULY, 2013**

Resolved:- That the minutes of the previous meeting held on 8<sup>th</sup> July, 2013, be approved as a correct record.

It was noted that work was continuing with the Living Streets project (Minute No. K13).

**K20. HEALTH AND WELLBEING BOARD**

Consideration was given to the minutes of the meeting of the Health and Wellbeing Board held on 10<sup>th</sup> July, 2013.

Resolved:- That the contents of the minutes be noted.

It was noted that a further meeting had been held on 11<sup>th</sup> September where it had been agreed that the Smokefree Charter for Rotherham be signed.

**K21. REPRESENTATION ON OUTSIDE/OTHER BODIES 2013/14**

Resolved:- (1) That the Chairman be appointed as the Council's representative on the following Outside Bodies:-

South Yorkshire Nature Partnership  
RDaSH  
Obesity Strategy Group (Chair)  
Rotherham Heart Town (Joint Chair)  
Warm Homes  
Tobacco Control Alliance (Chair)  
Suicide Prevention Group  
CCG Committee (by invitation)

(2) That it be noted that the Sheffield City Region Carbon Reduction Forum and Rotherham Information Governance Group no longer existed.

(3) That it be noted that the South Yorkshire Biodiversity Forum was an officer group.

(4) That the Health Select Commission be requested to consider representation on the Rotherham Foundation Trust – Council of Governors in the capacity as a partner governor.

(5) That the Cabinet Members for Health and Wellbeing, Adult Social Care and Children, Young People and Families Services represent the Council on the Local Government Yorkshire and the Humber – Health and Wellbeing Group

(6) That efforts be made to ascertain if the Don Catchment Working Group still met.

## **K22. ROTHERHAM LOCAL ACCESS FORUM**

Ken Whetter, Chair of the Rotherham Local Access Forum, gave the following powerpoint presentation:-

The Local Access Forum (LAF) is

- A voluntary group of people interested in public access to land including walkers, cyclists, horse riders, motorised trail riders, disability rights representatives and landowners
- A statutory body that was set up in every Local Authority in England under the Countryside and Rights of Way Act 2000
- A group that is supported administratively by Rotherham Borough Council and meets around every 3 months to decide and oversee improvements to the network of rights of way and public land

What does the LAF do?

- Provides advice on improvement of public access to land
- For the purposes of open air recreation, enjoyment and any lawful purpose
- “Land” not clearly defined in the Act but includes buildings and other structures and land covered with water and excludes any land to which access which cause trespass or an offence
- Covers all users when advising on improvements to public access including canoes and motorised vehicles. Excludes vehicles when advising on access for any other lawful purpose apart from on byways

What does the LAF advise?

Mainly

- The appointing Local Authority, that is RMBC
- Any county, unitary, district or borough council within the Forum’s area
- The Secretary of State (that is any Government Department)
- Natural England

- The Forestry Commission
- English Heritage

But also

- Sport England
- Area of Outstanding Natural Beauty Conservation Boards
- Parish and Town Councils

How does the LAF work?

- The Rights of Way Improvement Plan (ROWIP)
- Links with other plans e.g. the Local Transport Plan
- Influencing decision makers and seeking feedback from them
- Forum meetings
- Sub-groups
- Site visits
- Keeping in touch with neighbouring LAFs and the Regional LAF
- Keeping in touch with public opinion
- Focusing on relevant issues and prioritising activities
- Annual reports and measuring effectiveness

So what has the LAF ever done for Rotherham?

- Improvements in specific parishes
- Influencing major structural developments e.g. Waverley, Kiveton, Dinnington
- Supporting funding applications for major access improvement schemes e.g. Connect 2 route into Rother Valley Country Park; the Bluebell Way
- Advising on highway improvement schemes e.g. A57 at Todwick and on Sheffield Parkway
- Advising on local transport improvement projects e.g. Rotherham to Sheffield riverside and canal paths
- Managing an annual CROW improvement budget which is separate from the normal maintenance ROW budget

What next for the LAF?

- Deliver the Annual Plan for 2013/14. Review our ROWIP
- Extend the “reach” of the LAF by linking better with key strategic bodies with shared interests e.g. Health and Wellbeing Board; Canal and Rivers Trust; Green Infrastructure; HS2 Ltd.
- Advise RMBC and other bodies on the prioritisation of public access improvements, focusing on areas of the Borough currently not well provided for

Suggested areas of mutual interest between Health and Wellbeing and LAF

- Creating and encouraging healthy lives and physically active communities
- Access to national and local information to inform decision making

- Improving public access for all
- Encouraging greater use of existing network of paths and rights of way and trails
- Building in public access routes in major new planning developments
- Joint initiatives

Discussion ensued on the presentation with the following issues raised:-

- Investigate possible linkages with the Rotherham Rivers Project and the Rotherham Active Partnership
- Circulate the 16 point action plan once available to the Health and Wellbeing Board
- Strengthen involvement with Rotherham Access Group

The Chairman thanked Ken for his presentation.

**K23. HEALTHWATCH UPDATE**

Naveen Judah, Chair of Rotherham Healthwatch, gave the following presentation:-

- Healthwatch was a statutory body introduced by the Health and Social Care Act
- It was the new consumer champion for both health and social care
- Independent, influential and effective
- Gave citizens a stronger voice in influencing and challenging how health and social services were provided in Rotherham
- In part response to a number of reports – Mid-Staffs, Keogh Review, Berwick Report, Winterbourne Review
- NHS – A Call to Action – “This is all about neighbourhoods and communities saying what they need from their NHS; it is about individuals and families saying what they want from their NHS
- Rotherham Healthwatch structured around the 6 Priorities of the Health and Wellbeing Strategy i.e. Prevention and Early Intervention, Expectations and Aspirations, Dependence to Independence, Healthy Lifestyles, Long-term Conditions and Poverty
- Each Director had been allocated 1 Priority – all projects would fall under the 6 Priorities
- Links with CQC, Local Medical, Dental, Optician and Pharmaceutical Committees

- Additional projects would be undertaken as requested by partners or by issues raised through the complaint process. Reports would then be submitted to the Healthwatch Board. If the Board agreed, a project and plans would be identified. Findings would be reported back to the Board, partner agencies and the Health and Wellbeing Board
- Healthwatch now occupied offices on High Street. Its staff included 6 Directors, Manager, Engagement Officer, Information Officer and Advocate. Volunteers would be relied upon

Naveen was thanked for his update.

Resolved:- That a Members' Seminar be convened in the future.

**K24. SOUTH YORKSHIRE FOREST PARTNERSHIP - MEMORANDUM OF UNDERSTANDING**

The Chairman reported that the South Yorkshire Forest Partnership was comprised of Barnsley, Doncaster, Sheffield and Rotherham Councils, the Forestry Commission and Natural England. It was based on a Memorandum of Agreement which set out the detailed arrangements for working to support the development of the Partnership's work. The Agreement cover the 5 year period from 2010-2015.

The Council was now being asked to make formal its position by signing the Agreement retrospectively.

Resolved:- That the Cabinet Member sign the Memorandum of Agreement on behalf of the Council.

**K25. CONSULTATION - IMPROVING GENERAL PRACTICE**

It was noted that NHS England was consulting on the future of general practice services in England.

The main purpose of the consultation was to stimulate debate in local communities as to how best to develop general practice services. A number of area teams and CCGs were already working collaboratively to develop shared strategies for primary and integrated care. The questions in the consultation were designed both to support the existing examples of local action and to stimulate similar approaches in all other parts of the country.

The consultation was open until 10<sup>th</sup> November, 2013, with an initial review of responses on 30<sup>th</sup> September.

This issue was to be raised at the meeting of the South Yorkshire Joint Health and Wellbeing Boards on 19<sup>th</sup> September, 2013.

Resolved:- That the consultation be noted.

**K26. ENVIRONMENT AND CLIMATE CHANGE**

Consideration was given to the minutes of the meeting of the Environment and Climate Change Strategy Group held on 16<sup>th</sup> July 2013. At that meeting, there had been consideration of the Environment and Climate Change Key Area and Objectives “Energy and Water”.

Resolved:- That the contents of the minutes be noted.

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**  
**2nd September, 2013**

Present:- Councillor R. S. Russell (in the Chair); and Councillor Ali.

Apologies for absence were received from Councillor Swift.

**L20. MINUTES OF THE PREVIOUS MEETING HELD ON 29TH JULY 2013**

The minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 29<sup>th</sup> July, 2013, were considered.

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

**L21. MINUTES OF A MEETING OF THE HEALTH, WELFARE AND SAFETY PANEL, HELD ON 12TH JULY, 2013**

The following report was submitted:-

**HEALTH, WELFARE AND SAFETY PANEL**  
**FRIDAY, 12TH JULY, 2013**

Present:- Councillors Dodson, G. A. Russell, R. S. Russell, Swift and Wootton; together with Mrs. J. Adams (NUT), Mrs. S. Brook (NASUWT), Mrs. K. Hall-Garrett (UNISON), Mr. G. Millns (UNISON), Mr. K. Stoddart (ATL) and Mr. P. Harris (GMB).

Apologies for absence were received from Councillors P. A. Russell, Sharman and Whelbourn.

**1. APPOINTMENT OF CHAIRMAN 2013/2014**

Resolved:- That Councillor R. S. Russell be appointed Chairman of the Health, Welfare and Safety Panel for the 2013/2014 Municipal Year.

(Councillor R. S. Russell in the Chair)

**2. APPOINTMENT OF VICE-CHAIRMAN 2013/2014**

Resolved:- That Mrs. S. D. Brook (NASUWT) be appointed Vice-Chairman of the Health, Welfare and Safety Panel for the 2013/2014 Municipal Year.

**3. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH APRIL, 2013**

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 26th April, 2013, be approved as a correct record for signature by the Chairman, with the inclusion of Councillor Swift in the list of persons present at the meeting.

**4. ANNUAL HEALTH AND SAFETY REPORT 2012**

Consideration was given to the contents of the Council's Annual Health and Safety Report 2012. The main conclusions contained within the report were:-

: the total for all injuries has increased and this can be attributed to more robust reporting procedures. The main causes remain consistent with 2011 (physical assaults, slip, trips & falls and manual handling).

: on a national basis, the Health and Safety Executive suggests that there may be under-reporting of RIDDOR incidents. Due to the fact that Rotherham MBC 'all accident' figures have remained relatively consistent, the Health and Safety Team are reasonably confident that the procedures in place are being adhered to and that accurate recording of RIDDOR incidents is being achieved.

: the move to over 7-day reporting for RIDDOR from April 2012 will impact on the statistics from 2013. Furthermore, there are additional changes to the reporting criteria for RIDDOR over the coming months and this will also impact on the statistics and the ability to use RIDDOR reliably to measure trends.

: accidents cost organisations money and in the current financial climate, it is important that the Council maintains comprehensive management of health and safety.

: the use of "near-miss" reporting continues to assist in the reduction of accidents.

Summary details of accidents and injuries which had occurred in the year were included in respect of each Directorate and identifiable key locations and services.

The Panel noted the section of the report which stated that since October 2012, the Health and Safety Executive has recovered its inspection, investigation and enforcement costs from employers found in breach of health and safety law. This "Fee for Intervention" applies to 'material' breaches of health and safety law, namely when a Health and Safety Executive inspector judges that there has been a contravention of health and safety law requiring the Health and Safety Executive to notify the employer in writing, by notification of a contravention, an improvement or prohibition notice or a prosecution. The fee is based on the amount of time the inspector spends identifying the material breach, helping the business to take corrective action and investigating and taking enforcement action. The "Fee for Intervention" is charged at £124 per hour, but does not apply to health and safety enforcement by local authorities. This cost could have a significant impact on Directorates and the Council as a whole. In the event of a fatality, serious incident or breach of legislation, were the Health and Safety Executive inspectors to undertake an investigation lasting thirty seven hours, for example, the cost would be more than £4,500.

Resolved:- That the Annual Report be received and its contents noted.

##### **5. VISITS OF INSPECTION HELD ON 21ST JUNE, 2013**

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 21st June, 2013. It was noted that Councillor Wootton had been present at these visits of inspection. The report included the responses provided by Service Areas to the various issues raised at the inspections. Particular reference was made to:-

(a) Hellaby Depot

The Panel noted that, at the recent meeting of the Hellaby User Group, the issues raised at this visit of inspection were considered and have now been dealt with. Reference was also made to issues concerning the garage used by the company May Gurney.

## (b) Sandbeck Building

An application is being made for funding from the Local Energy Fund, in order to replace some of this building's window frames.

## (c) Depot at Barber's Avenue, Rawmarsh

The Panel received updates on the responses to the various matters raised at the visit of inspection to the Barber's Avenue Depot. Discussion took place on issues affected by the COSHH regulations.

## (d) Doncaster Road, Rotherham – highway repair scheme

The Panel noted the very good standard of health and safety at this site.

## (e) Sitwell Infant School

The Panel noted that thermostatic control valves have now been installed, to ensure the correct temperature of water.

Resolved:- (1) That the responses to the issues reported at the visit of inspection to the Hellaby Depot be updated at the next meeting of this Panel.

(2) That the Panel be provided with details of the requirements for the provision of signs at highway repair and construction sites, in respect of the wearing of protective clothing and use of equipment on site and prohibiting access to the site by unauthorised persons.

#### 6. DATES OF FUTURE MEETINGS AND VISITS OF INSPECTION

Resolved:- That, during the 2013/14 Municipal Year, meetings and visits of inspection of the Health, Welfare and Safety Panel take place as follows:-

Friday 20<sup>th</sup> September, 2013 – visits of inspection (9.30 am)  
 Friday 18<sup>th</sup> October, 2013 – meeting (earlier start at 1.30 pm)  
 Friday 6<sup>th</sup> December, 2013 – visits of inspection (9.30 am)  
 Friday 10<sup>th</sup> January, 2014 – meeting (2.00 pm)  
 Friday 14<sup>th</sup> March, 2014 – visits of inspection (9.30 am)  
 Friday 11<sup>th</sup> April, 2014 – meeting (2.00 pm)  
 Friday 20<sup>th</sup> June, 2014 – visits of inspection (9.30 am)  
 Friday 11<sup>th</sup> July, 2014 – meeting (2.00 pm)

#### L22. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES

Consideration was given to the update provided by the Principal Health and Safety Officer. The update included:-

## (a) Business Continuity:

- A draft Post-Exercise report has been produced and will be shared with the Business Continuity Management Group and SESMT
- Arrangements are being made for the seasonal influenza vaccination campaign, to begin during the Autumn 2013;
- The progress with BCMShared continues across the various Council departments.

## (b) Emergency Planning

- The Emergency Mortuary planning continues. Recently both South Yorkshire Coroners met with staff and colleagues from Barnsley MBC, and discussed the options available.
- Staff have been participating in training Police Officers in South Yorkshire at their annual 'Street Skills' training. This training includes an outline of the Local Authority responsibilities in an emergency.
- Preparations for a major multi-agency exercise (ex Rutland) continue in collaboration with the Emergency Planning College.

## (c) Health and Safety – fire drills at Riverside House; building inspections of schools and other Council premises; advice on the lone working arrangements of Neighbourhoods Directorate staff.

Resolved:- That the update be noted and the Principal Health and Safety Officer be thanked for his contribution.

**L23. WASTE UPDATE**

Consideration was given to the update provided by the Waste Manager, Environment and Development Services. The update included:-

- (a) the new working agreement, including the revised service standards document, began on Monday 5<sup>th</sup> August 2013;
- (b) reference to the continuing discussions about the Interim Waste Treatment and Disposal Contract; with various options still being under consideration; a number of sites are being visited, to view waste treatment operations, as well as discussions with the Environment Agency;
- (c) the procurement of the contract for the collection and disposal of dry recyclable materials will soon begin;
- (d) calendars for the Christmas and New Year 2013/14 waste collection arrangements are being prepared, in readiness for delivery to households during the Autumn 2013.

Resolved:- That the update be noted and the Waste Manager be thanked for his contribution.

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**  
**7th October, 2013**

Present:- Councillor R. S. Russell (in the Chair); Councillors Ali and Swift.

**L24. MINUTES OF THE PREVIOUS MEETING HELD ON 2ND SEPTEMBER 2013**

The minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 2<sup>nd</sup> September, 2013, were considered.

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

**L25. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES**

Consideration was given to the update provided by the Emergency and Safety Manager. The update included:-

(a) Business Continuity

- practical sessions with Streetpride, Legal Services and Housing on enhancing business continuity arrangements and migrating information into BCMShared;
- delivery of the seasonal flu vaccination programme to health and social care staff, during October and November 2013;
- Exercise Clash post exercise report (final draft) was published; and is to be ratified at the SESMT on 18th October 2013;
- work has commenced with Zurich Insurance primarily to develop accommodation resilience measures in Sheffield City Council; any learning points from this process will be transferred and embedded within Rotherham Council;
- Liaison has begun with both Sheffield and Rotherham Council emergency care network and partner groups; to ensure Winter planning measures are integrated and complimentary – additionally, promotional activities are planned to be launched within the national “get ready for Winter” campaign week (beginning on 21 October 2013).

(b) Emergency Planning

- Assistance provided to the South Yorkshire Police in respect of two right wing demonstrations during the past few weeks (in Rotherham and Sheffield);
- working with Barnsley and Doncaster to deliver training on what the Local Authority can provide and what they can expect from our response to every Police Officer in South Yorkshire;
- Re-arrangement of the reservoir LRF exercise to Tuesday 4th February 2014.

(c) Health and Safety

- site visit of the Council housing re-roofing project in the Swinton area;
- various health and safety training for staff in schools and at the Rockingham training centre (eg: fire safety, asbestos awareness, COSHH regulations);
- delivered a training session on SHARPS and Manual Handling, for Housing Services staff visiting Council properties to carry out furniture audits and removals/deliveries - poor manual handling techniques are the single most cause of injuries at work.
- provided Health and Safety support for a Cycle Road Race which began and ended in Rotherham and required rolling road closures for the first five miles of the race.

Resolved:- That the update be noted and the Emergency and Safety Manager be thanked for his contribution.

**L26. WASTE UPDATE**

Consideration was given to the update provided by the Waste Manager, Environment and Development Services. The update included:-

- (a) delivery of waste to Nottinghamshire Recycling began on 2<sup>nd</sup> October 2013;
- (b) reference to the continuing discussions about the Waste Treatment and Disposal Contract for the 2014/15 financial year;
- (c) officers have visited the Energy Recovery Facility at Runcorn on 27<sup>th</sup> September, 2013; further details of the visit will be reported at a future meeting;

- (d) temporary closure of the Magilla household waste recycling site, North Anston, during November and December, 2013;
- (e) calendars for the Christmas and New Year 2013/14 waste collection arrangements are being delivered to households;
- (f) Waste PFI – deliveries of waste to the facility will begin during January 2015.

Resolved:- That the update be noted and the Waste Manager be thanked for his contribution.

**DEPUTY LEADER**  
**9th September, 2013**

Present:- Councillor Stone (in the Chair); Councillors Gosling and Sims.

**N15. MINUTES OF THE PREVIOUS MEETING HELD ON 11TH JULY, 2013**

Consideration was given to the minutes of the previous meeting held on 11<sup>th</sup> July, 2013.

With regards to Minute No. N11(a) it was noted that the 1% pay offer was for all staff, but did not apply to Chief Officers.

Resolved:- That the minutes of the meeting held on 11<sup>th</sup> July, 2013 be approved as a correct record.

**N16. WAIVER OF STANDING ORDER TO AWARD THE CONTRACT FOR LOCAL WELFARE PROVISION (CRISIS LOANS) TO LASER CREDIT UNION LTD**

Consideration was given to the report presented by Zafar Saleem, Community Engagement Manager, which detailed how the six months contract was let to LASER Credit Union Ltd to deliver the loan element of the crisis support 'Fund for Change' from the 1st April, 2013 as part of introducing "Local Welfare Provision" pending a wider market procurement process.

Whilst some knowledge of demand and operation had now been gained, it was apparent that it was not yet possible to project the demand over a full year or the detailed on-going administrative requirements. This in part was due to expected increased demand in the run up to Christmas and over the winter months.

In light of this, it was proposed to extend the current contract to 31st March, 2014 and seek quotes for the service beyond that, subject to a waiver of Standing Orders. It was also necessary to confirm that whilst the loan fund was managed by LASER and loans from the fund were made by them, that the loan fund was the property of the Council.

At the end of June 475 loans had been made by LASER with a total value of £65, 807, but this had further been updated to the issuing of 766 loans with a current value of £105,000.

Discussion ensued on the level of demand, current figures and risks associated with non-repayment of the loan and how best to mitigate this going forward.

Resolved:- (1) That the delivery of the local welfare provision (crisis loans) for the period 1st October, 2013 until 31st March, 2014 be exempted from Standing Orders in accordance with Standing Order 38 (Exemptions) and Standing Order 49 (Tender invitation and receipt of tenders) and the contact be awarded to LASER Credit Union Ltd in the sum of £24,050.

(2) That the "Fund for Change" loan fund remains the property of the Council.

(3) That a further report be submitted to the next meeting on the way forward to address non-repayment processes.

#### **N17. POST RECOGNITION STRATEGY - INVESTORS IN PEOPLE (IIP)**

Consideration was given to the report presented by Phil Howe, Director of Human Resources, which provided details of how the Council had successfully achieved re-accreditation of the IIP standard effective from June, 2013 and valid for a period of up to three years.

The Council met 185 of the 196 evidence requirements enabling retention of Gold status.

The external assessor's report provided information on areas of strength and developments to enable the Council not only continue to maintain the IIP standard and Gold status, but to further improve, develop and maintain organisational development.

Resolved:- (1) That the actions to address areas noted for development from the external assessor's report (Appendix A) which are to be included in the Corporate Workforce Strategy, Strategic HR service plan and passported into relevant Directorate service/team plans be noted and supported.

(2) That Strategic Directors ensure their directorate areas for development are addressed in service/team plans and performance managed. (Individual directorate reports will be provided to Directorate Management Teams (DMTs) during August, 2013 and colleagues from Human Resources will be available to attend as necessary).

#### **N18. WORKFORCE STRATEGY REVIEW 2012-13**

Consideration was given to a report presented by Phil Howe, Director of Human Resources, which provided an overview of the impact of Human Resources policies, procedures and activities on the Council workforce during 2012-13.

The budget challenges facing the Council (and the need to achieve reductions in workforce costs) have required organisational redesign, changes to working practices and changes to Human Resources (HR)

policies. Successful management of workforce costs (£6.7 million reduction in 2012/13) had kept the number of compulsory redundancies to a minimum and reduced the impact of budget cuts on the delivery of front line services.

During the last year the Council IIP Gold status was reassessed and employees were asked to participate in the Employee Opinion Survey. Despite major changes across the Council over the last few years the number of grievances lodged by employees continued to be well below benchmarks whilst employee engagement and involvement remains positive and similar to the high levels of the previous survey.

A continued focus on key workforce activity had helped to maintain an engaged workforce, whilst successfully achieving organisational change. The report summarised the workforce activity in the last year, by the themes of the Workforce Strategy including:-

- Ensuring we have a modern and thriving Council.
- Developing leadership capacity through change.
- Developing our employees' skills for the future.
- Managing talent and attracting new talent as appropriate.
- Ensuring we have a fairly rewarded workforce.

Reference was also made to the promotion of the salary sacrifice schemes, which had generated savings for both employees and the Council.

Resolved:- That the continued high level of employee engagement/involvement, key Human Resources activity and the £6.7 million reduction in workforce costs be noted.

## **N19. GOV DELIVERY COMMUNICATION SYSTEM**

Consideration was given to a report presented by Richard Copley, Corporate ICT Manager, which sought approval to purchase the Gov Delivery system, which was a cloud based communication system that would enable the Council to provide co-ordinated email, SMS, social media and RSS feeds.

As well as being able to disseminate proactive updates and alerts to customers about the Council in a very effective and economical way, it would also enable the distribution of marketing information to increase take up of services.

The system would allow the Council to collaborate with and share subscribers with other local authorities and government agencies, such as the Met Office and the Highways Agency. This collaboration helped to increase citizen take up rates and proactively encouraged digital registration and take up of services. As such, it would help the Council's strategy towards achieving channel shift, where users interact with the

Council through electronic interfaces.

The system would also enable the Council to consolidate currently fragmented email and mobile telephony contacts which were in place across the Council into the Gov Delivery system, allowing the Council to combine various databases of resident information which were currently in existence.

Resolved:- That the contract for the purchase of the Gov Delivery Communication System be exempt from the provisions of Standing Order 47.6.3 (requirement to invite at least 3 written quotations for contracts with a value of between £20k and £50k) and the contract be awarded to Gov Delivery.

## **N20. RESOURCES PERFORMANCE REPORT FOR 2013/14 QUARTER 1**

Consideration was given to a report presented by Anne Hawke, Performance and Improvement Officer, which summarised the quarterly performance for the period ending 30<sup>th</sup> June (Quarter 1) by the Resources Directorate against current measures and key service delivery issues across the areas of:-

- Procurement.
- Commissioning.
- Performance and Quality.
- Communications and Marketing.
- Policy and Partnerships.
- Financial Services.
- Human Resources.
- Internal Audit and Asset Management.
- Legal and Democratic Services.

A summary of the key points, including highlights and achievements and issues/risks was provided in relation to each of the areas.

Reference was also made to the secondary school lifestyle survey which was currently being analysed and would be presented at the relevant meetings shortly.

Discussion ensued on the promotion of the new Intranet and the need to make the Council's website more user friendly.

Resolved:- That the report be received and the performance noted.

## **N21. CABINET REPORTS AND MEMBERS' ISSUES**

There were no issues to report other than to confirm that budget discussions would commence shortly to look at meeting the budget shortfalls and expected savings.

**N22. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That the next meeting take place on Monday, 14<sup>th</sup> October, 2013 at 9.30 a.m.

**AUDIT COMMITTEE  
25th September, 2013**

Present:- Councillor Sangster (in the Chair); Councillors Gilding, Kaye and Sims.

**P9. MINUTES OF THE PREVIOUS MEETING HELD ON 17TH JULY, 2013**

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 17<sup>th</sup> July, 2013.

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

**P10. UPDATE ON EXTERNAL INSPECTION RECOMMENDATIONS**

Consideration was given to a report presented by Michelle Hill, Performance and Improvement Officer, which summarised the progress against recommendations from across all key external audits and inspections of Council services.

It was intended that the report would provide a high level analysis of progress with a particular focus on outstanding recommendations and new inspections since the date of the last report (March 2013). A summary of these were detailed within the table in Appendix A, but in summary:-

- Since the last report there have been two new inspections resulting in three new recommendations.
- There were currently four action plans relating to Inspection and Audit recommendations which were still “active” in the authority (i.e. contained outstanding recommendations which were still relevant).
- Across these action plans twenty-nine recommendations have been completed and nine remained outstanding.

The Audit Committee also noted the positive report from OFSTED which recognised the Fostering Service as ‘Good’ and highlighted the high quality support which was being provided for children in care and carers across Rotherham. This was the first ‘Good’ the service had received.

The Performance and Quality Team continued to work with services to ensure that the associated outstanding recommendations were completed and ensure services were prepared for new or changing inspection and assessment regimes.

Resolved:- (1) That the progress achieved against outstanding actions be noted.

(2) That any further actions be advised as necessary.

**P11. REVIEW OF PROGRESS AGAINST THE INTERNAL AUDIT PLAN FOR THE FIVE MONTHS ENDING 31ST AUGUST, 2013**

Consideration was given to the report presented by Marc Bicknell, Chief Auditor, which contained a summary of Internal Audit work and performance for the five months ending 31st August 2013. The report showed that the service continued to perform at a high level across all indicators.

Like many services within the Council, Internal Audit was diminishing in size. However, by using a risk based approach to planning and efficient management of resources, it was expected to be able to fulfil its statutory responsibilities to give an opinion on the Council's internal control environment and to complete the work on fundamental accounting systems expected by the External Auditor for the 2013/14 financial year.

Based upon the work undertaken in the period, Internal Audit were able to confirm that the Council's control environment was adequate and was operating satisfactorily.

A summary of the planned audit reports and recommendations and responsive work was provided along with details on some areas that were considered at significant risk.

The Audit Committee noted the strong performance of the Internal Audit Team and from the work undertaken recognised the need for strong contract management and the need for appropriate operational activity and training in some Directorates.

Resolved:- (1) That the performance of the Internal Audit Service during the period be noted.

(2) That the key issues arising from the work done in the period be noted.

(3) That the Internal Audit Team be recognised for their hard work and commitment.

(4) That the Chairman of the Audit Committee send a letter of congratulations to Sarah Bennett from the Internal Audit Team on her recent achievements.

**P12. ANNUAL FRAUD REPORT 2012/13**

Consideration was given to the Annual Fraud Report presented by Colin Earl, Director of Internal Audit and Asset Management, which brought together in one document a summary of the work which had taken place in the period to prevent and detect fraud and corruption.

The Council had a zero-tolerance to fraud and corruption. It was proposed to publish the Annual Fraud Report to help the Council demonstrate this commitment and act as a deterrent to further fraud.

The Audit Committee noted that the incidence of general fraud remained very low in overall terms, taking into account the Council's activities and spending. General fraud cases (excluding benefits) exceeding £10,000 were required to be reported to the Audit Commission and there were none of these in 2012/13.

However, there continued to be a significant amount of attempted and actual Housing and Council Tax Benefits fraud committed against the Council. The Council investigated 1,342 potentially fraudulent cases during 2012/13, obtained 29 prosecutions and issued 165 cautions and penalties.

Priorities for 2013/14 were to:-

- Update our fraud risk assessment to ensure we continue to focus resources on potential vulnerabilities
- Carry out specific fraud related reviews throughout the Council, including payments to the independent sector for Adult Social Care
- Keep abreast of national developments and ensure the Council continues to comply with current best practice
- Continue to participate in the National Fraud Initiative
- Provide training, advice and guidance
- Publicise the consequences of committing fraud e.g. dismissal, prosecution etc. via suitable media sources.

It was proposed to publish the Annual Fraud Report to help the Council demonstrate this commitment and act as a deterrent to further fraud.

Discussion ensued on the impact of staff reduction and the ability to cope with referrals by the team and whether the personalisation agenda had resulted in claimant's families being involved in fraudulent activity.

Resolved:- (1) That the production of the Annual Fraud Report 2012/13 be approved.

(2) That the appropriate publicity be produced to highlight the outcomes from the Council's anti-fraud activity and to act as a deterrent to fraud.

### **P13. STATEMENT OF ACCOUNTS 2012/13**

Consideration was given to a report presented by Simon Tompkins, Finance Manager, which advised on matters arising from the external audit of the Council's 2012/13 Statement of Accounts as presented in the External Auditor's ISA260 report and, in acknowledging these findings, requested that the Audit Committee approve both the Letter of Management Representations and the audited Statement of Accounts

2012/13.

The unaudited Statement of Accounts had now been subject to audit and any necessary changes discussed and agreed between the Section 151 Officer and the Auditor. The Statement of Accounts, in its revised form, now required approval by Members prior to publication before the end of September, 2013.

The Auditor's ISA 260 report set out in detail the outcomes from the audit including any changes made to the unaudited Statement of Accounts 2012/13.

Overall, the ISA260 report was an extremely positive one and considered the accounts to be of a high quality. Only a few minor presentational changes were identified all of which have been corrected in the final version of the Statement of Accounts.

None of the presentational changes made affect the financial performance or financial position of the Council reported in the unaudited Statement of Accounts.

In addition, the report confirmed that:-

- Controls over key financial systems were sound.
- The audit process was fully supported through good quality working papers and timely responses to audit queries.
- There were no other matters which needed to be reported to Audit Committee.

As a result of these positive assurances, KPMG anticipate being able to give an unqualified opinion by 30th September that the Council's Statement of Accounts provides a true and fair view of its financial position at 31st March, 2013 and its income and expenditure for the year then ended (see page 3 of the report).

These findings demonstrated that the Council had been able to sustain in 2012/13 the high standard of financial reporting that had been achieved in recent years since International Financial Reporting Standards (IFRS) were adopted.

Achieving these excellent outcomes for the Council was testament to the continuing professionalism of all staff engaged in the accounts production process both within Financial Services and other Directorates.

It also reflected the benefit of officers taking a proactive role in identifying potential risks so that a dialogue could take place with the External Auditors at an early stage to discuss and seek agreement on significant/complex accounting issues affecting this year's accounts.

Representatives from KPMG anticipated issuing an unqualified opinion on the accounts by the 30<sup>th</sup> September, 2013 and from the audit identified no audit adjustments. Work had taken place throughout the year with officers to discuss specific risk areas, which had been addressed appropriately.

The critical accounting matters related to Digital Region Limited and Mutual Municipal Insurance. KPMG found that the Council had made appropriate provision in the financial statements for both items.

KMPG were satisfied that the internal audit was compliant with the Code of Practice for Internal Audit in Local Government and concluded that the Council had made proper arrangements to secure economy, efficiency and effectiveness in its use of resources. Nevertheless an inspection by the National Audit Office could not be ruled out.

Discussion ensued on whether the National Audit Office might carry out a review of the Digital Region project and whether the Council had any plans to renegotiate the PFI contracts for schools. The Committee also received an update on the Iceland Banking situation.

Resolved:- (1) That the Auditor's ISA260 report to those charged with governance attached at Appendix 1 be approved.

(2) That the Statement of Accounts 2012/13 attached at Appendix 2 be approved.

(3) That the Letter of Management Representations attached at Appendix 3 be approved.

**LICENSING BOARD**  
**11th September, 2013**

Present:- Councillor Wootton (in the Chair); Councillors Andrews, Barron, Buckley, Dalton, Dodson, J. Hamilton, N. Hamilton, Havenhand, McNeely, Read, P. A. Russell, Sangster, Swift and Wootton.

Apologies for absence were received from The Mayor, Councillor Foden, and Councillors Doyle and Falvey.

**Q23. DECLARATIONS OF INTEREST.**

There were no Declarations of Interest to record.

**Q24. MINUTES OF THE PREVIOUS MEETING OF THE BOARD HELD ON 14TH AUGUST, 2013.**

The minutes of the previous meeting of the Licensing Board held on Wednesday 14<sup>th</sup> August, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record for signature by the Chairman.

**Q25. EXCLUSION OF THE PRESS AND PUBLIC.**

Resolved: - That the followings item be heard in the absence of the public and the press 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)).

**Q26. DETERMINATION OF LICENSING ISSUES: HOUSE TO HOUSE COLLECTIONS.**

Consideration was given to the report submitted by the Licensing Manager (Licensing Service, Neighbourhood and Adult Services Directorate) concerning the following application for the grant of a licence to carry out house-to-house collections: -

Organisation	Area	Date
Tree of Hope Charity	Whole of the Rotherham Borough area.	16 <sup>th</sup> September, 2013 to 15 <sup>th</sup> September, 2014.
Well Wish Society Charity.	Whole of the Rotherham Borough area.	28 <sup>th</sup> September, 2013 to 22 <sup>nd</sup> October, 2013.

Resolved:- (1) That the application in respect of the Tree of Hope Charity as now submitted, be refused.

(2) That the application in respect of the Well Whish Society Charity as now submitted, be approved.

**Q27. APPLICATIONS FOR THE REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES.**

The Licensing Board considered the report of the Licensing Manager (Licensing Service, Neighbourhood and Adult Services Directorate) relating to applications for the review of hackney carriage / private hire drivers' licenses in respect of Messrs. J.H. and K.H..

Mr. J.H., and Mr. K. H. and his representative, attended the meeting and were interviewed by the Board.

Resolved: - That the hackney carriage / private hire drivers' licences in respect of Messrs J.H. and K.H. be suspended for a period of one month and they be issued with strongly worded final written warnings as to their future conduct.

**Q28. APPLICATIONS FOR THE GRANT OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES.**

The Licensing Board considered the report of the Licensing Manager (Licensing Service, Neighbourhood and Adult Services Directorate) relating to applications for the grant of hackney carriage / private hire drivers' licenses in respect of Messrs. A.A.S. and Q.U.Z.. (The application in respect of Mr. Q.U.Z. had been deferred from the 14<sup>th</sup> August, 2013, Licensing Board, Minute No. Q. 19 refers).

Mr. A.A.S. and his representative, and Mr. Q.U.Z attended the meeting and were interviewed by the Board.

Resolved: - (1) That the application for the grant of a private hire / hackney carriage driver's licence on behalf of Mr. A.A.S. be granted for a period of three years subject to him passing the DSA driving test and medical examination.

(2) That the application for the grant of a private hire / hackney carriage driver's licence on behalf of Mr. Q.U.Z. be approved for a period of one year subject to him passing the DSA driving test and medical examination, and he be issued with a strongly worded warning as to his future conduct.

**Q29. APPLICATIONS FOR THE RENEWAL OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES.**

The Licensing Board considered the report of the Licensing Manager (Licensing Service, Neighbourhood and Adult Services Directorate)

relating to applications for the renewal of hackney carriage / private hire driver's license in respect of Mr. D.A.M..

Mr. D.A.M. attended the meeting and was interviewed by the Board.

Resolved: - That the application for the renewal of the hackney carriage / private hire driver's licence in respect of Mr. D.A.M. be renewed for a period of three-years and he be issued with a written warning as to his future conduct.

**Q30. DATE AND TIME OF NEXT MEETING: -**

Resolved: - That the next meeting take place on Wednesday 9<sup>th</sup> October, 2013, to start at 9.30 a.m. in the Rotherham Town Hall.

**PLANNING BOARD**  
**10th October, 2013**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell, Sims, Tweed and Whysall.

An apology for absence was received from Councillor Smith.

**T43. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**T44. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 19TH SEPTEMBER 2013**

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on Thursday 19<sup>th</sup> September, 2013, be approved as a correct record for signature by the Chairman.

**T45. DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**T46. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following people attended the meeting and spoke about the applications below:-

- Change of use to shop (use class A1) including new shop front, access ramps, gates and car parking at Bowbrook Working Mens Club 88 Thomas Street, Swinton for Warrior Developments Limited (RB2013/1044)

Mr. G. Swarbrick (Supporter)  
Mr. K. Kotecha (Objector)  
Mr. H. W. Marshall (Objector)  
Mr. G. Moxon (Objector)  
Mrs. J. Depledge (Objector)

- Erection of 6 No. dwellinghouses with associated parking and formation of turning head at land adjacent 12 Cadman Street, Wath-upon-Dearne for Eton Homes (RB2013/1051)

Mr. C. Green (Applicant)  
Mr. M. Catton (Objector)

- Demolition of existing side store, roof and dormers and erection of two storey front and side extension, first floor and roof extension with front and rear dormers to existing house and ground floor bay window to front (amendment to RB2013/0220) at 77 Union Street, Harthill for Mr. S. Tristram-Jones (RB2013/1105)

Mr. S. Tristram-Jones (Applicant)

(2) That applications RB2013/0956, RB2013/0974, RB2013/1000, RB2013/1044, RB2013/1051 and RB2013/1105 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

**T47. APPEAL DECISION - AGAINST REFUSAL OF PLANNING PERMISSION FOR THE ERECTION OF TWO 5 BED DETACHED DWELLINGS WITH DETACHED DOUBLE GARAGES ON LAND TO THE REAR OF 12 CHURCH STREET, WALES (RB2011/0178)**

Consideration was given to a report by the Director of Planning and Regeneration Services which detailed an appeal against the refusal of planning permission for the erection of two 5 bed detached dwellings with detached double garages on land to the rear of 12 Church Street, Wales.

The Inspector dealing with appeal that visibility to the south was restricted and that the sightlines were substantially less than recommended in Manual for Streets. However, he had no evidence that this had caused any danger to existing road users. The road to the south lead to a dead end meaning that traffic from that direction was limited and he noted that the road was very quiet and vehicles passed at only a moderate speed. In addition, the existing junction of the access with Church Street would be angled slightly further to the north thereby providing a small improvement in visibility towards the south.

In respect of the number of dwellings being served off a private drive the Inspector noted that the private drive currently served four properties and the proposal would result in it serving six properties. Whilst he noted the Council's reference to Manual for Streets, he did not agree that this set a limit for the number of dwellings that could be accessed off an unadopted road; rather it indicated that highway authorities have tended to only adopt streets that serve more than a particular number of individual dwellings. In any event, paragraph B.1.1.9 of the document was clear that the maximum of five dwellings related to the notional capacity of a private service connection. It had not been shown that six (rather than five) dwellings on the proposed access would be inappropriate in this context. The Inspector had no real evidence that the use of the access for an additional two dwellings would cause any harm to interests of acknowledged importance. He noted the Council's reference to other

appeal decisions, but in both of these appeals the Inspectors considered that the roads were of insufficient width. The width of the drive in this instance had not been raised as a problem by the Council and there would be spaces for two vehicles to pass.

Finally, in respect of the size and scale of the proposed dwellings the Inspector noted that the appeal site sloped very gently upwards away from this cluster of buildings and as the proposed dwellings would be two-storeys in height with additional accommodation in the roof-space they would appear taller than the buildings in this group. Nevertheless, he noted that there were other buildings in the vicinity, such as the pub and many other houses on Church Street, that were larger or of a comparable height, scale and massing to the proposed dwellings. He concluded that the proposal would be acceptable within this context.

In respect of other concerns raised by local residents the Inspector did not consider that the development would have a material impact on the adjacent Green Belt or the nearby Wales Conservation Area, or on the amenities of nearby residents in terms of noise generation or loss of privacy. He also concluded that the site was in a sustainable location and that any impact on protected species could be controlled by way of a condition.

In view of the above the appeal was allowed subject to the following conditions:-

1. The development hereby permitted shall begin not later than three years from the date of this decision.
2. The development hereby permitted shall be carried out in accordance with the following approved plans: 475 - /01; /02A; /03A; /04A; /05 and /06.
3. No development shall take place until samples of the materials to be used in the construction of the external surfaces of the buildings hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.
4. The development hereby permitted shall not be occupied before the access to Church Street is laid out in accordance with the details shown on approved plan No 475 - /02A. The access shall be retained in accordance with these details thereafter.
5. No development shall take place until a programme of archaeological work has been implemented in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority.

6. No development shall take place until there has been submitted to, and approved in writing by the local planning authority a scheme of hard and soft landscape works including a programme for their implementation. The scheme shall include boundary treatments and measures for biodiversity enhancement as described in paragraph 1.4 of the Ecological Assessment dated May 2011 submitted by the appellant. The scheme shall also include indications of all existing trees and/or hedgerows on the land, and details of any to be retained, together with measures for their protection during the course of development. Development shall take place in accordance with the approved scheme. Any bird or bat boxes provided as part of the scheme shall be erected before the first occupation of the dwellings and retained thereafter.

7. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the local planning authority gives written approval to any variation.

8. No development shall take place until a scheme for foul and surface water drainage of the site has been submitted to and approved in writing by the local planning authority. No part of the development hereby permitted shall be brought into use until the approved drainage scheme has been implemented, and the foul and surface water drainage shall be retained thereafter.

9. No development shall take place until a scheme for protecting the proposed dwellings and their gardens from noise from the M1 motorway has been submitted to and approved in writing by the local planning authority. All works which form part of the scheme shall be completed before any dwelling hereby permitted is occupied and these works shall be retained as such thereafter. The approved scheme shall be in accordance with the noise levels indicated in Paragraph 5.1.1 of the application's Noise Impact Assessment report reference NIA/3551/11/3021/REV A dated 14 June 2011.

Resolved:- That the decision to allow the appeal be noted.

## T48. UPDATES

The following update information was provided:-

- (a) Enforcement Notice Appeal Decisions:-
  - 1. Requiring demolition of building.
  - 2. Requiring cessation of the use of the building for residential purposes, at land at Bonsall Stables, Common Road, Thorpe Salvin

Members were informed that appeals against two enforcement notices served in respect of the building on the site had been considered at a recent Public Inquiry and that the appeal against the first Notice (requiring the demolition of the building) had been upheld, but that the appeal against the second Notice (requiring cessation of the use of the building for residential purposes) had been dismissed. In respect of the second Notice the Inspector agreed with the Council that, whilst the conversion of the building had taken place, it had not been lived in on a permanent basis for over the relevant four year period. He also agreed that the residential occupation of the building was not required in connection with the nearby stables.

The owner is required to remove all internal evidence of a dwellinghouse within six months.

(b) Statutory Instruments

An update was provided on the Statutory Instruments issued by Government in relation to the planning function, which had led to a further eleven that came into force this week. These included:-

- Speeding up the appeals process.
- Permitted Development in relation to communications masts had been extended.
- Requirement for planning permission for the demolition of buildings within Conservation Areas.
- Applications to be submitted to Government Office for demolition of buildings owned by the Local Authority in Conservation Areas.
- Repayment of planning application fees for applications being undetermined within twenty-six weeks.

(c) Former Car Sales Sites, Parkgate

Clarification was sought on the future use of the sites previously occupied by car sales at Parkgate, which had recently been cleared and boarded up.

(d) Consultation on the Housing Standards Review

It was queried whether Planning had had an input to the consultation response on the Housing Standards Review, which was confirmed.

(e) South Yorkshire Archaeological Society

The Cabinet Member for Culture and Tourism had asked if a member of the Planning Board wished to join herself and her Adviser on the above Group, especially the role they had in the role of planning.

Councillors Astbury and Middleton kindly volunteered to be part of this group and wished to be informed of meetings in due course.

**HEALTH AND WELLBEING BOARD**  
**11th September, 2013**

**Present:-**

Councillor Ken Wyatt	Cabinet Member, Health and Wellbeing (in the Chair)
Councillor John Doyle	Cabinet Member, Adult Social Care
Councillor Paul Lakin	Cabinet Member, Children, Young People and Families Services
Tom Cray	Strategic Director, Neighbourhoods and Adult Services
Joyce Thacker	Strategic Director, Children and Young People's Services
Chris Edwards	Chief Operating Officer, Rotherham Clinical Commissioning Group
Brian Hughes	NHS England
Michael Morgan	Acting Chief Executive, NHS Rotherham Foundation Trust
Dr. John Radford	Director of Public Health
Janet Wheatley	Chief Executive, Voluntary Action Rotherham

**Also Present:-**

Tracey Clarke	RDaSH
Catherine Homer	Health Improvement
Naveen Judah	Chair of Healthwatch Rotherham
Shona McFarlane	Director of Health and Wellbeing
Dave Richmond	Director of Housing and Neighbourhood Services
Kate Tufnell	NHS Rotherham Clinical Commissioning Group
Chrissy Wright	Strategic Commissioning Manager, RMBC
Kate Green	Commissioning, Policy and Performance, RMBC

Apologies for absence were received from Karl Battersby, Tracy Holmes, Dr. David Polkinghorn and Dr. David Tooth.

**S26. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING**

Resolved:- (1) That the minutes of the previous meeting of the Health and Wellbeing Board held on 10th July 2013 be approved as a correct record, with a clerical correction of the inclusion of Brian Hughes in the list of persons who had sent their apologies for that meeting.

(2) That, with regard to Minute No. 19 (NHS South Yorkshire and Bassetlaw Primary Care Strategy), a report about the number of GP and dental practices in the Rotherham Borough area shall be submitted to the next meeting of the Health and Wellbeing Board, to be held on Wednesday, 16th October, 2013.

**S27. COMMUNICATIONS**

The Health and Wellbeing Board discussed the following issues:-

(1) Rotherham Borough Council Cabinet Member responsibilities – Councillor Wyatt referred to recent changes to the Council's Cabinet Member responsibilities, which would be in place temporarily; as a consequence, Councillor John Doyle would act as Chair of the Health and Wellbeing Board during that period of time.

(2) Making Every Contact Count : Applying the Prevention and Lifestyle Behaviour Change Competence Framework – a workshop is taking place at the Town Hall, Rotherham on Monday 16th September, 2013, with contributions from Leeds City Council and from the North Derbyshire Community Council (a report about this workshop will be submitted to the next meeting of the Health and Wellbeing Board).

(3) The first meeting of the South Yorkshire Joint Health and Wellbeing Board will take place on Thursday, 19th September 2013 at the Council's Riverside House building.

(4) 'Think Pharmacy' – this event will take place on Thursday 26th September 2013, at the New York football stadium, Main Street, Rotherham.

(5) The Regional Parliamentary Health and Well Being event – this event will take place on Friday, 25th October at the NHS Rotherham building, Oak House, Moorhead Way, Bramley.

(6) Self-Assessment of the Health and Wellbeing Board – the self-assessment is a part of the work plan for the Health and Wellbeing Board; all Members are encouraged to complete and return the evaluation document. A report containing an evaluation of the self-assessment will be submitted to a future meeting of the Health and Wellbeing Board.

(7) NHS Sustainable Development Unit – assessment of environmental performance – the document would be issued to Members of the Health and Wellbeing Board so that they may submit the appropriate returns giving evidence of their organisations' environmental performance. It was noted that the Borough Council has submitted its Environment and Climate Change Strategy document, as part of this assessment process.

## **S28.      HEALTHWATCH ROTHERHAM**

Further to Minute No. 76 of the meeting of the Health and Wellbeing Board held on 10th April, 2013, Mr. Naveen Judah attended the meeting and gave a presentation about the recently established Healthwatch organisation in the Rotherham Borough. The presentation included the following salient issues:-

: Mr. Naveen Judah had been appointed as the Chair of Healthwatch Rotherham with effect from September 2013;

- : it was intended that there should be a partnership approach in respect of the role of Healthwatch and the Health and Wellbeing Board;
- : Healthwatch, as a successor organisation to the LINK (Local Involvement Network), is to be a consumer champion for health and social care (a role whose importance was reinforced by the Francis Report, the independent inquiry into care provided by the mid-Staffordshire NHS Foundation Trust);
- : ensuring the patient's voice is influential in the planning and improvement of health care provision (to be the 'eyes and ears' of the community);
- : the implications of the Winterbourne View Joint Improvement Programme and the commitments made nationally that individuals should receive personalised care and support in appropriate community settings;
- : the NHS England Call to Action – with neighbourhoods and communities stating the type of services they need from the NHS;
- : endeavouring to establish good practice in the provision of health care services;
- : the importance of what happens at a local level eg: working in accordance with the priorities of Rotherham's Joint Health and Wellbeing Strategy 2012 – 2015;
- : establishing the appropriate structure for Healthwatch Rotherham, because different structures are being put in place for Healthwatch organisations around the country;
- : details of the Healthwatch Rotherham business model and staffing structure were displayed (Healthwatch has only a finite resources); the organisation will also utilise a number of volunteers;
- : engaging with the community in many forms; benchmarking with similar communities; identifying local issues and priorities; asking for issues to be investigated, for later consideration by the Health and Wellbeing Board;
- : Healthwatch Rotherham is now based in premises at High Street, Rotherham, which helps with raising the profile of this new organisation.

The Health and Wellbeing Board discussed the level of assistance which could be provided for Healthwatch Rotherham, especially with regard to specific project work. Information (such as newsletters and posters) about Healthwatch Rotherham could be displayed in GP surgeries and other areas so as to attract the attention of the public. It was noted that effective day-to-day contact had already been established between Healthwatch Rotherham and public health service providers, in order that all

organisations may contribute to and benefit from the Joint Health and Wellbeing Strategy.

The Health and Wellbeing Board thanked Naveen Judah for his informative presentation.

## **S29. WORKSTREAM PROGRESS PRESENTATION - POVERTY**

Consideration was given to a report presented by the Director of Housing and Neighbourhood Services describing progress with the Poverty theme of the Health and Wellbeing strategy. The report included the work plan outlining the activity being undertaken in respect of the strategy's priority to "make an overarching commitment to reducing health inequalities, particularly in areas suffering from a concentration of disadvantage".

The Director of Housing and Neighbourhood Services gave a presentation about the strategy's Poverty theme, which included the following salient issues:-

- : the locally determined priorities and strategic outcomes;
- : details of the lead Member and lead Officer contacts for each of Rotherham's deprived neighbourhoods;
- : indices of multiple deprivation – showing a worsening of deprivation in these eleven areas of the Borough : Canklow; East Herringthorpe; Rotherham town centre; Dinnington; Eastwood; Ferham and Masbrough; Rawmarsh East; Aston North; East Dene; Maltby South East; Dalton and Thrybergh;
- : examples of progress being made in each of the deprived areas – priority one (health inequalities) : the establishment of Community Alcohol Partnerships; the Community First Funded Wellgate Wellness Project; events focusing on health and employment;
- : priority two : considering new ways of assisting those disengaged from the labour market to improve their skills and readiness for work; eg: job clubs funded by Community First; community development and the Community Organisers Programme; employment opportunities at the Rotherham's new Tesco store;
- : priority three : ensure strategies to tackle poverty don't just focus on the most disadvantaged, but there is action across the Borough; the work of the Council's Officer group; mapping exercises being undertaken; research of other local authorities' anti-poverty strategies;
- : priority four - consider how we can actively work with every household in deprived areas to maximise benefit take-up of every person; provision of benefits and debt management sessions; establishment of temporary posts of Money Advice Officer;

: other work in the eleven areas of deprivation – crime and anti-social behaviour; environmental issues (examples in Dinnington and in Maltby); community engagement (Canklow Community Connections; Adopt-a-Street campaign);

: challenges - getting all organisations to put a deprived neighbourhoods philosophy at the heart of their service planning and doing so without unduly impacting on appropriate service levels elsewhere;

: request to the Health and Wellbeing Board – to take back into all organisations and consider how this can shape service planning; especially, support for long-term unemployed people.

Discussion took place on the work already taking place to try and reduce the level of poverty in the Rotherham Borough area. A suggestion was made that a draft strategy should be formulated for further consideration by the Health and Wellbeing Board. Reference was made to the public service expenditure reductions, the Government's welfare reforms and the economic recession, all of which are factors having a continuing profound effect upon levels of deprivation and poverty.

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

(2) That the work plan for the Poverty theme of the Health and Wellbeing strategy, as now submitted, be endorsed.

(3) That partners take into account the deprived neighbourhoods work when service planning.

(4) That a report be submitted to a future meeting of the Health and Wellbeing Board providing a further update on progress with the Poverty theme work plan.

### **S30. LOCALLY DETERMINED PRIORITY - PRESENTATIONS**

The Health and Wellbeing Board considered the following reports and presentations:-

#### **(A) Fuel Poverty**

Further to Minute No. 20 of the meeting of the Health and Wellbeing Board held on 10<sup>th</sup> July, 2013, the Board noted that Fuel Poverty and Excess Winter Deaths remain key national priorities and are both indicators contained in the Public Health Outcomes Framework. Fuel poverty levels in Rotherham are higher than the national average and occurs throughout the Borough area, not only in areas of high deprivation.

Catherine Homer, Health Improvement Specialist, gave a presentation about fuel poverty:-

### Why is Fuel Poverty a priority?

- Current definition – when householders need to spend more than 10% of their income to heat their home adequately
- Causes of fuel poverty: energy efficiency of the property; fuel costs; behaviours and knowledge, characteristics and household income
- Fuel poverty is a serious problem from three main perspectives – poverty, health and wellbeing and carbon reduction
- Heat or Eat
- Cold weather kills – living in a cold home has significant implications on the health and wellbeing of residents across our Borough particularly the most vulnerable
- People with an existing chronic health condition or disability, the very young or older people are more at risk from the negative impacts of living in a cold home
- Children living in cold homes are likely to have poorer attendance and attainment in school

### The private and social cost of Premature Death and Illness related to Cold Homes

- Source of evidence  
English Housing Conditions Survey  
Mental Health and Housing Conditions in England, National Centre for Housing Research 2010  
Housing Health and Safety Rating System
- Economic model mapping cold, damp and mould to probability of harm
- Probability of harm further mapped to economic and NHS cost
- Probable this is an underestimate of effect since the model assumes only one person per dwelling

### Rotherham

- Fuel poverty levels above national average (16% of households in Rotherham, compared to 14% nationally)
- The rise in fuel prices – energy costs have risen 96% since 2004 or an average of £700 over the same period
- Average of 144 Excess Winter Deaths per year 1990-2010
- 17,800 Council properties have been supported through Carbon Energy Reduction Target (CERT)
- 400 Council properties have received solid wall insulation through CERT
- 1,049 private sector properties have received solid wall insulation through the Community Energy Saving Program (CESP)
- 1,649 non-traditional build properties in the Borough
- Green Deal including Energy Company Obligation

#### Strategic Objectives

- Reduce levels of fuel poverty across the Borough
- Significantly reduce levels of cold-related illness and excess winter deaths
- All of Rotherham's occupied private rented housing stock has an Energy Performance rating of E and above
- Target all Council stock not improved under Decent Homes because of resident choice
- Raise awareness of fuel poverty and associated interventions amongst Council staff, partner organisations and householders
- Meet vision and ambitions set in the Rotherham Warmer Homes Strategy
- Creation of electoral Ward profiles

#### What do we need to do?

- Continue to engage new and existing stakeholders through the Rotherham Warmer Homes Strategy
- Set up and deliver the Green Deal/Energy Company Obligation Framework
- Continue to utilise existing intelligence and support development of new research
- Raise awareness of links between health and fuel poverty
- Use 'Make Every Contact Count' (MECC) as a tool to ensure more departments/staff raise issues of fuel poverty
- Maximise personal assets, capability and behaviour
- Adopt a whole system approach to reduce levels of fuel poverty

#### Challenges

- Causes of fuel poverty
- Structural and organisational change (dealing with competing priorities)
- Reliance of new Policy as main vehicle
- Lack of engagement and understanding
- Most vulnerable and hard to reach populations most likely to be in fuel poverty
- Welfare Reform
- Climate impacts

#### What can the Health and Wellbeing Board do?

- Professionals consider the effect of cold on patients/clients and use the principles of MECC to signpost and advise eg: Willmott Dixon
- Support the use of the Winter Warmth England toolkit [www.winterwarmthengland.co.uk](http://www.winterwarmthengland.co.uk)
- Support Green Deal as a Council priority – eg: ensure that householders properly understand how to use the heating controls
- Support and attend the 'Warm Well Families Feedback' event and 'Abacus' workshop

Discussion ensued on the presentation with the following issues/comments raised:-

- : the connection between 'heat or eat' – eg: demands for food;
- : voluntary sector work – 'warm homes – healthy people";
- : the Warm Well Families feedback event takes place on Wednesday 2nd October, 2013 at the Town Hall, Rotherham.

Catherine was thanked for her informative presentation.

### **(B) Dementia**

Further to Minute No. 17 of the meeting of the Health and Wellbeing Board held on 10<sup>th</sup> July, 2013, the Health and Wellbeing Board considered a report about the cross-cutting theme of Dementia, which has been identified as a key priority for the future provision of services. The expectation is that there will be an increasing demand, within the next three years, for services both for people suffering dementia and also for their carers. Kate Tufnell, Head of Contracts and Service Improvement, NHS Rotherham Clinical Commissioning Group, gave a presentation about the Dementia priority:-

#### Overview

- Overseen by Older People's Mental Health Group
- 4 ways you can support the Programme

#### What is the Problem ?

- Dementia was now the greatest health concern for people over 55 and the economic cost of Dementia was more than Cancer, Heart Disease or Stroke
- Rotherham – 1,688 people on the GP Dementia Register (3,034)
- By 2025 the number of people in Rotherham with Dementia could rise to 4,397 (Joint Strategic Needs Assessment 2011)

#### The Cost of Dementia

- Dementia was an expensive condition with a considerable cost to both public and private finances
- a large proportion of the cost of caring for a person with Dementia was borne by the carer
- In the UK = £23 billions per year

#### Symptoms of Dementia (examples)

- Memory loss
- Difficulties of completing familiar tasks
- Confusion of time and/or place
- Trouble with visual images – eg: colours and contrasts
- Language difficulties – unable to follow conversations

- Misplacing items
- Changes of mood and personality – eg: depression; aggressiveness
- Withdrawal from hobbies and leisure activities
- Self-care problems
- Difficulties posed for carers of people with dementia

#### Dementia Programme

- The Programme incorporates four workstreams:-
  - Dementia - Prevention Group
  - Dementia – Early Diagnosis Group
  - Living Well with Dementia Group
  - Dementia and End of Life Care Group (eg: care planning)

#### Six Priority Outcomes

- Prevention and early intervention (RMBC bronze to platinum programme, for the care of people with dementia)
- Expectations and aspirations
- Dependence to independence
- Healthy lifestyles
- Long term conditions
- Poverty

#### Four ways in which the Board can support the Programme

- Continue the Dementia Workforce Development Programme
- Strong leadership to break down barriers on joint working
- Continue to support the further development of the Dementia Pathway
- Support the development of a Dementia Friendly Community and Dementia Alliance in Rotherham
- Partnership work with the Yorkshire Dementia Alliance and with the business community

#### Challenges

- This is everyone's business
- Increase demand on Service to be delivered within same resources
- Complexity of Pathway and independencies
- Variation across the system and potential inequalities

Discussion ensued on the presentation with the following issues/comments raised:-

: the priority given to the issue of dementia, by the Prime Minister;

: the likelihood of a significant increase in the number of people suffering dementia, with consequential pressure upon resources and services;

: Alzheimer and dementia champions in Rotherham and in Doncaster (National Alzheimer's Programme) – provision of training.

Kate was thanked for her informative presentation.

**S31. CCG ANNUAL COMMISSIONING PLAN 'PLAN FOR A PLAN'**

Consideration was given to the 'plan for a plan' document, presented by Chris Edwards, Chief Operating Officer, Rotherham Clinical Commissioning Group, outlining the necessary consultation and approvals process and timescale for the Rotherham Clinical Commissioning Group's Annual Commissioning Plan 2014/2015. The Board noted that there would be consultation about the contents of the Annual Commissioning Plan, prior to its approval during March, 2014.

The Health and Wellbeing Board acknowledged the various budget pressures affecting the Council and partner organisations and the Annual Commissioning Plan. Emphasis was placed upon the need for the priorities of the Plan to be aligned with other service plans utilised by the Council and partner organisations.

During discussion, Michael Morgan (Acting Chief Executive, Rotherham Foundation Trust) outlined the progress of the current re-structuring of the NHS Rotherham Foundation Trust.

Members of the Health and Wellbeing Board were requested to provide feedback on the Annual Commissioning Plan, during the consultation process.

It was noted that the Health and Wellbeing Board will be having discussions about finance and budgets at the meeting to be held on Wednesday 27th November 2013. In the interim, an issue concerning the funding for adults and children, young people and families' social care, in accordance with the provisions of Section 256 of the National Health Service Act 2006, would have to be considered at this Board's next meeting.

Resolved:- That the contents of the 'plan for a plan' document and the timescale for preparation and approval of the Annual Commissioning Plan 2014/2015 be noted.

**S32. RIGHT CARE, FIRST TIME CONSULTATION UPDATE**

Consideration was given to a report presented by Chris Edwards, Chief Operating Officer, Rotherham Clinical Commissioning Group, stating that the formal public consultation on the proposals for Urgent Care had concluded on 26th July, 2013, after 18 months of engagement which had taken the form of a series of discussions, focus groups, market research and briefings. Work with local stakeholders, including patient and community groups, had initially helped the Rotherham Clinical Commissioning Group to understand the use and perceptions of NHS services and how they could be improved and developed to meet patient needs. The formal consultation had sought views on the proposal to bring

together services for patients who required urgent care into one place, at a new Urgent Care Centre.

The consultations results were now being analysed. There had been 98 responses from individuals/groups with an equal division between those who either agreed/strongly agreed with the proposals and those who disagreed/strongly disagreed. 11% of responders were neutral. The main issues raised included:-

- Car parking at the hospital (availability, convenience, cost, proximity to Urgent Care Centre)
- Quality of care (i.e. the desire to see quality at least maintained or improved overall as well as the opportunities closer working with Accident and Emergency would bring)
- Convenience of the Walk-in Centre location (this included both its physical location and the convenience of the services it offered)

Comments had also been received about the physical accessibility of the proposed building and how the design and planning of the new service could improve the patient and carer experience.

The Board noted that the Governing Body of the Rotherham Clinical Commissioning Group would also be considering this issue during November 2013.

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

**S33. WINTERBOURNE VIEW JOINT IMPROVEMENT PROGRAMME: LOCAL STOCKTAKE**

The Director of Health and Wellbeing submitted a report about the Winterbourne Stocktake of the progress made in Rotherham against the key commitments required by the Winterbourne Joint Improvement Programme established in 2012 following the emergence of the scandal of sustained ill treatment of people with a learning disability at the Winterbourne View Hospital.

Contained within the Stocktake document were specific questions asked in each of the eleven specific areas under consideration and reported upon accordingly. Issues included partnership working, co-ordinated financial management, case management of individuals, reviews, safeguarding, commissioning, local team working, crisis management, understanding future needs, transition planning from Children's Services into Adult Services and understanding future requirements.

The Stocktake document for Rotherham was able to demonstrate excellent partnership working arrangements across Health and Social Care which were meeting the overall requirements in all the areas of the Joint Improvement Programme.

Reference was also made to (i) the Joint Self-Assessment on Learning Disabilities and (ii) the Autism Self Assessment, both of which will be reported to future meetings of this Health and Wellbeing Board.

It was noted that the report would also be submitted to the Rotherham Local Safeguarding Children Board.

Resolved:- That the Winterbourne Stocktake report, as now submitted, be noted and its contents endorsed.

#### **S34. ROTHERHAM SMOKEFREE CHARTER**

Further to Minute No. 90 of the meeting of the Health and Wellbeing Board held on 8<sup>th</sup> May, 2013, the Director of Public Health presented a report stating that consultation on the Rotherham Smokefree Charter had been carried out during a period of six weeks and included a range of individuals and groups including Elected Members, the Rotherham Health and Wellbeing Board, the Council's Health Select Commission and the Rotherham Partnership Board. Feedback from the consultation had been wholly positive, with all responders indicating a willingness to adopt the Charter's principles.

The Charter (a copy of which was included with the submitted report) would be formally launched in October, 2013, as part of the Stoptober campaign which this year included a focus on employers.

Resolved:- (1) That the Rotherham Smokefree Charter be adopted.

(2) That commissioned services be required to adopt the Rotherham Smokefree Charter.

(3) That the Rotherham Smokefree Charter be promoted through professional networks.

#### **S35. CARING FOR OUR FUTURE: IMPLEMENTING SOCIAL CARE FUNDING REFORM**

The Chairman referred to the submitted correspondence from the Department of Health (letter dated 18 July 2013) concerning the consultation on the implementation of care and support funding reform. The period of consultation would end on 25<sup>th</sup> October, 2013. Plans to help people better prepare for the cost of their future care needs had been published alongside details of how the new fairer funding system would protect homes and savings.

From 2016, the Government's reforms would deliver a new cap of £72,000 on eligible care costs, additional financial help for people of modest wealth with less than £118,000 in assets including their home and, from 2015, a scheme to prevent anyone having to sell their home in their lifetime.

Views were being sought on how the changes to the funding system should happen and be organised locally.

Resolved:- That the contents of the letter dated 18 July 2013, from the Department of Health, be noted.

**S36. BETTER HEALTH OUTCOMES FOR CHILDREN AND YOUNG PEOPLE PLEDGE**

The Chairman reported receipt of a letter dated 20th July, 2013, issued jointly by the Department of Health, the Local Government Association, the Royal College of Paediatrics and Child Health and by Public Health England. Contained within the letter was an invitation for Health and Wellbeing Boards to sign up to the "Better Health Outcomes for Children and Young People Pledge" which was part of the February 2013 system-wide response to the Children and Young People's Health Outcomes Forum Report (2012). A copy of the Pledge was appended to the letter.

It was hoped that signing up to the Pledge would demonstrate a commitment to giving children the best start in life. Local authorities and other organisations were being encouraged to share good practice so that learning could be promoted nationally.

During discussion, the Board requested the submission of a further report about the Disabled Children's Charter (previous Minutes of the Health and Wellbeing Board refer: Minute No. 86(1) of the meeting held on 8<sup>th</sup> May 2013 and Minute No. 2 of the meeting held on 12<sup>th</sup> June, 2013).

Resolved:- (1) That the contents of the letter dated 20th July, 2013, be noted.

(2) That the Rotherham Health and Wellbeing Board agrees to sign up to the "Better Health Outcomes for Children and Young People Pledge".

**S37. PHARMACEUTICAL NEEDS ASSESSMENT**

The Director of Public Health presented a report stating that the Health and Social Care Act 2012 conferred responsibility for developing and updating the Pharmaceutical Needs Assessment to Health and Wellbeing Boards. The report stated that the Pharmaceutical Needs Assessment was designed to inform commissioners about the services which were or could be provided by community pharmacies to meet local need. This assessment would contribute to the overall Joint Strategic Needs Assessment.

NHS England would rely upon the Pharmaceutical Needs Assessment when making decisions on market entry for applications to open new pharmacy and dispensing appliance contractor premises. Such decisions

were appealable and decisions made on appeal could be challenged through the Courts.

The Health and Wellbeing Board was required to issue a Pharmaceutical Needs Assessment for its area by 1<sup>st</sup> April, 2015 and to publish a revised assessment as soon as was reasonably practicable after identifying significant changes to the availability of pharmaceutical services since the publication, unless it was satisfied that making a revised assessment would be a disproportionate response to the changes. Health and Wellbeing Boards were required to publish a revised assessment within three years of publication of their first assessment. Rotherham would be working with neighbouring Boards to consider cross-border commissioning of Services and impact within the Pharmaceutical Needs Assessment.

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

(2) That the requirement for the publication of the Pharmaceutical Needs Assessment by 1<sup>st</sup> April, 2015 and the proposed timetable for delivery be noted.

### **S38. DATE OF NEXT MEETING**

Resolved:- That the next meeting of the Health and Wellbeing Board be held on Wednesday, 16th October, 2013, commencing at 1.00 p.m., at the Town Hall, Rotherham.

**PLANNING BOARD**  
**19th September, 2013**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell, Sims, Smith and Whysall.

Apologies for absence were received from Councillor Tweed.

**T38. DECLARATIONS OF INTEREST**

Councillor Pitchley declared a prejudicial interest in application RB2013/0862 (Details of the erection of 98 dwellings (reserved by outline permission RB2012/1428) at land at former Orgreave Open Cast Site, High Field Spring, Catcliffe for Harworth Estates and Taylor Wimpey) because her husband is a contractor for the applicant company; Councillor Pitchley left the meeting during consideration of this application and took no part in the decision-making process.

**T39. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 29TH AUGUST, 2013**

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on Thursday 29<sup>th</sup> August, 2013, be approved as a correct record for signature by the Chairman.

**T40. DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**T41. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following persons attended the meeting and spoke about the applications below:-

- Residential development of 26 dwellings – approval of details in respect of layout, scale, appearance and landscaping reserved by outline approval of RB2010/0595 at Churchfields, Churchfield Drive, Wickersley for Charles Church (West Yorkshire) (RB2013/0908)

Mr. G. Lloyd (representative of the Applicant)

- Conversion of existing garage and workshop to form a new dwellinghouse and erection of detached garage at 1 Keswick Crescent, Brinsworth for Mr. M. Morton (RB2013/1008)

Mr. M. Morton (Applicant)

(2) That applications RB2013/0880, RB2013/0884, RB2013/0908 and RB2013/1008 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

(3) That, Further to Minute No. T33(3) of the meeting of the Planning Board held on 29<sup>th</sup> August, 2013, application RB2013/0862 be granted for the reasons adopted by Members at the meeting and subject to the relevant, revised conditions which are listed in the report now submitted.

(Councillor Pitchley declared a prejudicial interest in application RB2013/0862 (Details of the erection of 98 dwellings (reserved by outline permission RB2012/1428) at land at former Orgreave Open Cast Site, High Field Spring, Catcliffe for Harworth Estates and Taylor Wimpey) because her husband is a contractor for the applicant company; Councillor Pitchley left the meeting during consideration of this application and took no part in the decision-making process)

#### **T42. UPDATES**

Further to Minute No. T35 of the meeting of the Planning Board held on 29<sup>th</sup> August, 2013, Members were provided with a copy of the document entitled 'Probity in Planning for councillors and officers', published jointly by the Local Government Association and the Planning Advisory Service. Included within the document were advice and guidance on protocols for visits of inspection to the sites of applications for planning permission.

**PLANNING BOARD**  
**10th October, 2013**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell, Sims, Tweed and Whysall.

An apology for absence was received from Councillor Smith.

**T43. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**T44. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 19TH SEPTEMBER 2013**

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on Thursday 19<sup>th</sup> September, 2013, be approved as a correct record for signature by the Chairman.

**T45. DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**T46. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following people attended the meeting and spoke about the applications below:-

- Change of use to shop (use class A1) including new shop front, access ramps, gates and car parking at Bowbrook Working Mens Club 88 Thomas Street, Swinton for Warrior Developments Limited (RB2013/1044)

Mr. G. Swarbrick (Supporter)  
Mr. K. Kotecha (Objector)  
Mr. H. W. Marshall (Objector)  
Mr. G. Moxon (Objector)  
Mrs. J. Depledge (Objector)

- Erection of 6 No. dwellinghouses with associated parking and formation of turning head at land adjacent 12 Cadman Street, Wath-upon-Dearne for Eton Homes (RB2013/1051)

Mr. C. Green (Applicant)  
Mr. M. Catton (Objector)

- Demolition of existing side store, roof and dormers and erection of two storey front and side extension, first floor and roof extension with front and rear dormers to existing house and ground floor bay window to front (amendment to RB2013/0220) at 77 Union Street, Harthill for Mr. S. Tristram-Jones (RB2013/1105)

Mr. S. Tristram-Jones (Applicant)

(2) That applications RB2013/0956, RB2013/0974, RB2013/1000, RB2013/1044, RB2013/1051 and RB2013/1105 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

**T47. APPEAL DECISION - AGAINST REFUSAL OF PLANNING PERMISSION FOR THE ERECTION OF TWO 5 BED DETACHED DWELLINGS WITH DETACHED DOUBLE GARAGES ON LAND TO THE REAR OF 12 CHURCH STREET, WALES (RB2011/0178)**

Consideration was given to a report by the Director of Planning and Regeneration Services which detailed an appeal against the refusal of planning permission for the erection of two 5 bed detached dwellings with detached double garages on land to the rear of 12 Church Street, Wales.

The Inspector dealing with appeal that visibility to the south was restricted and that the sightlines were substantially less than recommended in Manual for Streets. However, he had no evidence that this had caused any danger to existing road users. The road to the south lead to a dead end meaning that traffic from that direction was limited and he noted that the road was very quiet and vehicles passed at only a moderate speed. In addition, the existing junction of the access with Church Street would be angled slightly further to the north thereby providing a small improvement in visibility towards the south.

In respect of the number of dwellings being served off a private drive the Inspector noted that the private drive currently served four properties and the proposal would result in it serving six properties. Whilst he noted the Council's reference to Manual for Streets, he did not agree that this set a limit for the number of dwellings that could be accessed off an unadopted road; rather it indicated that highway authorities have tended to only adopt streets that serve more than a particular number of individual dwellings. In any event, paragraph B.1.1.9 of the document was clear that the maximum of five dwellings related to the notional capacity of a private service connection. It had not been shown that six (rather than five) dwellings on the proposed access would be inappropriate in this context. The Inspector had no real evidence that the use of the access for an additional two dwellings would cause any harm to interests of acknowledged importance. He noted the Council's reference to other

appeal decisions, but in both of these appeals the Inspectors considered that the roads were of insufficient width. The width of the drive in this instance had not been raised as a problem by the Council and there would be spaces for two vehicles to pass.

Finally, in respect of the size and scale of the proposed dwellings the Inspector noted that the appeal site sloped very gently upwards away from this cluster of buildings and as the proposed dwellings would be two-storeys in height with additional accommodation in the roof-space they would appear taller than the buildings in this group. Nevertheless, he noted that there were other buildings in the vicinity, such as the pub and many other houses on Church Street, that were larger or of a comparable height, scale and massing to the proposed dwellings. He concluded that the proposal would be acceptable within this context.

In respect of other concerns raised by local residents the Inspector did not consider that the development would have a material impact on the adjacent Green Belt or the nearby Wales Conservation Area, or on the amenities of nearby residents in terms of noise generation or loss of privacy. He also concluded that the site was in a sustainable location and that any impact on protected species could be controlled by way of a condition.

In view of the above the appeal was allowed subject to the following conditions:-

1. The development hereby permitted shall begin not later than three years from the date of this decision.
2. The development hereby permitted shall be carried out in accordance with the following approved plans: 475 - /01; /02A; /03A; /04A; /05 and /06.
3. No development shall take place until samples of the materials to be used in the construction of the external surfaces of the buildings hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.
4. The development hereby permitted shall not be occupied before the access to Church Street is laid out in accordance with the details shown on approved plan No 475 - /02A. The access shall be retained in accordance with these details thereafter.
5. No development shall take place until a programme of archaeological work has been implemented in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority.

6. No development shall take place until there has been submitted to, and approved in writing by the local planning authority a scheme of hard and soft landscape works including a programme for their implementation. The scheme shall include boundary treatments and measures for biodiversity enhancement as described in paragraph 1.4 of the Ecological Assessment dated May 2011 submitted by the appellant. The scheme shall also include indications of all existing trees and/or hedgerows on the land, and details of any to be retained, together with measures for their protection during the course of development. Development shall take place in accordance with the approved scheme. Any bird or bat boxes provided as part of the scheme shall be erected before the first occupation of the dwellings and retained thereafter.

7. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the local planning authority gives written approval to any variation.

8. No development shall take place until a scheme for foul and surface water drainage of the site has been submitted to and approved in writing by the local planning authority. No part of the development hereby permitted shall be brought into use until the approved drainage scheme has been implemented, and the foul and surface water drainage shall be retained thereafter.

9. No development shall take place until a scheme for protecting the proposed dwellings and their gardens from noise from the M1 motorway has been submitted to and approved in writing by the local planning authority. All works which form part of the scheme shall be completed before any dwelling hereby permitted is occupied and these works shall be retained as such thereafter. The approved scheme shall be in accordance with the noise levels indicated in Paragraph 5.1.1 of the application's Noise Impact Assessment report reference NIA/3551/11/3021/REV A dated 14 June 2011.

Resolved:- That the decision to allow the appeal be noted.

## T48. UPDATES

The following update information was provided:-

- (a) Enforcement Notice Appeal Decisions:-
  - 1. Requiring demolition of building.
  - 2. Requiring cessation of the use of the building for residential purposes, at land at Bonsall Stables, Common Road, Thorpe Salvin

Members were informed that appeals against two enforcement notices served in respect of the building on the site had been considered at a recent Public Inquiry and that the appeal against the first Notice (requiring the demolition of the building) had been upheld, but that the appeal against the second Notice (requiring cessation of the use of the building for residential purposes) had been dismissed. In respect of the second Notice the Inspector agreed with the Council that, whilst the conversion of the building had taken place, it had not been lived in on a permanent basis for over the relevant four year period. He also agreed that the residential occupation of the building was not required in connection with the nearby stables.

The owner is required to remove all internal evidence of a dwellinghouse within six months.

(b) Statutory Instruments

An update was provided on the Statutory Instruments issued by Government in relation to the planning function, which had led to a further eleven that came into force this week. These included:-

- Speeding up the appeals process.
- Permitted Development in relation to communications masts had been extended.
- Requirement for planning permission for the demolition of buildings within Conservation Areas.
- Applications to be submitted to Government Office for demolition of buildings owned by the Local Authority in Conservation Areas.
- Repayment of planning application fees for applications being undetermined within twenty-six weeks.

(c) Former Car Sales Sites, Parkgate

Clarification was sought on the future use of the sites previously occupied by car sales at Parkgate, which had recently been cleared and boarded up.

(d) Consultation on the Housing Standards Review

It was queried whether Planning had had an input to the consultation response on the Housing Standards Review, which was confirmed.

(e) South Yorkshire Archaeological Society

The Cabinet Member for Culture and Tourism had asked if a member of the Planning Board wished to join herself and her Adviser on the above Group, especially the role they had in the role of planning.

Councillors Astbury and Middleton kindly volunteered to be part of this group and wished to be informed of meetings in due course.