

COUNCIL MEETING

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

Date: Wednesday, 29th January, 2014

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 December, 2013 - Pages 21A to 24A (Section A)
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 19B to 23B (Section B)
5. To receive a report from the Leader and to consider reports, minutes and recommendations of the Cabinet - Pages 63C to 90C (Section C) including the following recommendations to Council:-
 - Capital Programme Monitoring 2013/14 and Capital Programme Budget 2014/15 to 2015/16**
(Minute No. C139) (Page 64-65C)
 - Revision of RMBC'S Council Housing Allocations Policy**
(Minute No. C146) (Page 72C)
 - Housing Rent Increase 2014/15**
(Minute No. C154) (Pages 76-77C)
 - District Heating Scheme Charge 2014/15**
(Minute No. C155) (Page 77C)
 - Calculation of the Council Tax Base for 2014/15**
(Minute No. C156) (Pages 78-79C)
 - Retained Business Rates Estimates 2014/15**
(Minute No. C157) (Pages 79-80C)
 - Charging Exemptions for Non-Residential Care**
(Minute No. C161) (Page 83C)
 - Setting Local Speed Limits – Changes to Guidance**
(Minute No. C162) (Pages 83-84C)

6. To consider the following reports of meetings of Cabinet Members:-
 - Children, Young People and Families Services – Pages 31D to 41D (Section D)
 - Communities and Cohesion– Pages 19E to 22E (Section E)
 - Culture and Tourism – Pages 14F to 22F (Section F)
 - Regeneration and Development – Pages 26G to 38G (Section G)
 - Adult Social Care – Pages 29H to 29H (Section H)
 - Safe and Attractive Neighbourhoods – Pages 26J to 43J (Section J)
 - Health and Wellbeing – Pages 18K to 20K (Section K)
 - Waste and Emergency Planning– Pages 22L to 28L (Section L)
 - Deputy Leader – Pages 11N to 18N (Section N)
7. To receive and consider reports, minutes and recommendations of the Audit Committee - Pages 14P to 16P (Section P)
8. To receive and consider reports, minutes and recommendations of the Licensing Board - Pages 15Q to 20Q (Section Q)
9. To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board - Pages 30S to 40S (Section S)
10. To receive and consider reports, minutes and recommendations of the Planning Board - Pages 33T to 41T (Section 41T)
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 the 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

21st January, 2014.

**COUNCIL MEETING
11th December, 2013**

Present:- The Mayor (Councillor John Foden) (in the Chair); Councillors Akhtar, Ali, Andrews, Astbury, Atkin, Beck, Buckley, Burton, Clark, Currie, Dalton, Dodson, Doyle, Ellis, Falvey, Gilding, Godfrey, Gosling, J. Hamilton, N. Hamilton, Havenhand, Hoddinott, Hussain, Jepson, Kaye, Lakin, McNeely, Middleton, Pickering, Pitchley, Roche, Roddison, Rushforth, G. A. Russell, P. A. Russell, R. S. Russell, Sharman, Sims, Smith, Stone, Swift, Vines, Wallis, Watson, Whelbourn, Wootton and Wyatt.

A54 MINUTE'S SILENCE - NELSON MANDELA

The Mayor referred to the recent death of Nelson Mandela, former President of South Africa.

Members of the Council stood in silence for a minute as a token of their respect.

A55 COUNCIL MINUTES

Resolved:- That the minutes of the meeting of the Council held on 23rd October, 2013, be approved for signature by the Mayor.

Mover: Councillor Stone

Seconder:- Councillor Akhtar

A56 COMMUNICATIONS

The Chief Executive submitted apologies for absence from Councillors Ahmed, Barron, Beaumont, Donaldson, Goulty, Johnston, Lelliott, License, Mannion, Read, Robinson, Sangster, Steele, Tweed and Whysall.

A57 QUESTIONS FROM THE PUBLIC

A member of the public asked the Leader that as a nominated member of Magna, why was there no explanation for your resignation, why was the resignation backdated a month and why are the minutes not available for this publicly funded body?

The Leader explained he had not been on the Magna Board since May, 2011, and that he had nominated another person to sit on this organisation as the Council's representative on an outside body. It was pointed out that Magna was split into three separate companies:-

Magna Trust – a company limited by guarantee.

Magna Enterprises Ltd. – a subsidiary of Magna Trust.

Magna Education Ltd.

The minutes of meetings of these companies were not necessarily publically available as they were not public authorities.

In a supplementary question the member of the public assumed an error had occurred when he was led to believe that the Leader of the Council had resigned from the Magna Board.

The Leader again referred to the appointment of representatives of the Council on outside bodies which took place annually when another Elected Member was nominated to represent the Council.

A58 CABINET MINUTES

Resolved:- That the reports and minutes of the meetings of the Cabinet (Section C) (pages 30C to 62C) be adopted.

Mover:- Councillor Stone

Seconder:- Councillor Akhtar

A59 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 24D to 30D (Section D)
- Communities and Cohesion – Pages 9E to 18E (Section E)
- Culture and Tourism – Pages 10F to 13F (Section F)
- Regeneration and Development – Pages 22G to 25G (Section G)
- Adult Social Care – Pages 14H to 24H (Section H)
- Safe and Attractive Neighbourhoods – Pages 10J to 25J (Section J)
- Health and Wellbeing/Finance – Pages 11K to 17K (Section K)
- Waste and Emergency Planning– Pages 16L to 21L (Section L)

Mover:- Councillor Stone

Seconder:- Councillor Akhtar

A60 AUDIT COMMITTEE

Resolved:- That the reports and minutes of the meeting of the Audit Committee (Section P) (pages 9P to 13P) be adopted.

Mover: Councillor Kaye

Seconder: Councillor Gilding

A61 LICENSING BOARD

Resolved:- That the reports and minutes of the meeting of the Licensing Board (Section Q) (Pages 13Q to 14Q) be adopted.

Mover:- Councillor Wootton Second:- Councillor J. Hamilton

A62 HEALTH AND WELLBEING BOARD

Resolved:- That the reports and minutes of the meeting of the Health and Wellbeing Board (Section S) (pages 22S to 29S) be adopted.

Mover:- Councillor Wyatt Second:- Councillor Doyle

A63 PLANNING BOARD

Resolved:- That the reports and minutes of the meetings of the Planning Board (Section T) (pages 25T to 32T) be adopted.

Mover:- Councillor Pickering Second:- Councillor Dodson

A64 QUESTIONS TO CABINET MEMBERS AND CHAIRMEN

(1) Councillor Gilding asked the Leader if he could please give him details of any training contracts or any other contracts, given by Rotherham MBC to any companies located at 2 – 8 Percy Street, Rotherham, S65 1ED over the past ten years.

The Leader explained that the only agreements known to the Corporate Procurement Team for this address was with Nicholas Associates, who it was believed to be part of Stafforce, These agreements were to deliver two projects within the ERDF Employability program for Work Place Financial Management and Workplace Health Promotion.

Rotherham Employability Project was initiated by Yorkshire Forward (YF) who suggested that Rotherham should develop an employability project funded by grant. This initial suggestion was made to all the South Yorkshire authorities but only Sheffield and Rotherham progressed to contract. The Work and Skills Board were aware of and supported the development of the project and monitoring and performance reports were taken to the Board.

The Council contracted with the Yorkshire Forward Project which was subsequently subcontracted to local suppliers. There were three contracts in total, those awarded to Nicholas Associates and one given to Interserve Ltd, formerly BEST Ltd.

The contracts for Work Place Health Promotion and Work Place Financial Management were both subject to tender.

The contracts were awarded in October, 2009.

A65 QUESTIONS TO SPOKESPERSONS

There are none.

STANDARDS COMMITTEE
13th December, 2012

Present:- Councillor Gosling (in the Chair); Councillors Beck, Gilding, P. A. Russell and Sims and also Mrs. A. Bingham and Mr. I. Daines.

Apologies for absence were received from Councillors Middleton and Pitchley and Mr. P. Edler, Dr. G. Musson and Mrs. J. Porter.

B9 MINUTES OF THE PREVIOUS MEETING

Resolved:- That the minutes of the meeting of the Committee held on 27th September 2012 be approved as a correct record.

With regards to Minute No. B6 (Localism Act 2011 and the Standards Regime) an update was provided on concerns relating to:-

- Whether or not the word "Metropolitan" should appear in the name of "Rotherham Borough Council" – the reason for this was that in the Charter that established the Council, the word "Metropolitan" did not appear.
- Description of Independent Members and whether they were co-opted Independent Members. – the word co-opted should not appear as Independent Members did not have voting rights.

B10 MONITORING OFFICER UPDATE

Consideration was given to the update of the Monitoring Officer presented by Stuart Fletcher, Contentious Team Manager, which provided details on:-

- Referrals under the Code of Conduct - There were currently five matters being considered at a preliminary stage in consultation with the Independent Person. One matter had not been proceeded with under the Council's procedure as it did not involve the Councillor acting in a public capacity.

The Committee requested that without giving specific named details that for the next update further information be provided on the nature of the complaints.

- Dispensations - In accordance with the Localism Act, the Code of Conduct and the powers delegated to the Monitoring Officer, the following dispensation had been granted to all those Town and Parish Councils that had delegated their functions in relation to Standards matter to the Council:-

"to take part in the discussions, vote and remain in the meeting room when setting council tax or a precept under the Local Government Finance Act 1992 or any other enactment."

It was proposed to provide a similar dispensation to Borough Councillors.

- Ballot of Parish Councils - The Yorkshire Local Councils Association was conducting a ballot of Parish Councils throughout December to appoint three representatives to the Standards Committee. This had been delayed slightly and further information would be provided in due course.
- Recruitment of Independent Person – Following interviews it was suggested that discussion take place with the Monitoring Officer with regards to the four interviewed candidates with a view to the Council ratifying any decision.

The Committee suggested that wherever possible the Council look to appointing two Independent Persons to prevent any conflict and ensure transparency in the process.

Resolved:- (1) That the information be noted

(2) That the Monitoring Officer consider the request regarding the appointment of Independent Person(s).

B11 THE LOCALISM ACT 2011 AND THE CODE OF CONDUCT

Further to Minute No. 6 of the previous meeting held on 27th September, 2012, consideration was given to a report presented by Stuart Fletcher, Contentious Team Manager, which detailed the amendments to the Code to provide that, where a Member had a personal interest in any business of the Council, in addition to disclosing that interest upon the Register of Interests form, it should be necessary to declare that interest at the meeting.

The proposals had been discussed at the Parish Council Network meeting on 22nd November, 2012, where it had been considered to enhance the transparency of the process and provide increased clarity both for Members and others.

Consideration should now be given as to whether, in addition to declaring a personal interest, a Member should be allowed to remain in the meeting and participate in the discussion or should withdraw.

Discussion ensued on the merits of disclosing personal interests whether it should be at the Member's discretion or whether withdrawal was required.

It was, therefore, proposed that guidance be issued and that Members' declare personal interests where appropriate and if necessary consult with the Chairman of the meeting.

Resolved:- That the amendments to the Code of Conduct, reflecting the discussion, be approved.

B12 BRIEFING FROM THE CHIEF EXECUTIVE

The Chairman welcomed Martin Kimber, Chief Executive, to the meeting who provided a brief resume to the changes to the standards regime and the need to remove the vehicle for petty, malicious and vexatious complaints.

It was for the Standards Committee to make sure that the seven principles of public life were adhered to. Further information was provided on the key points of the new regime which included the reasons for the abolition of the Standards Board for England, the devolution for the handling complaints and standards to local Councils and the role of the independent members as part of this complaints process in sieving out vexatious and frivolous complaints.

Further information was also provided on the functions the Independent Person or Persons that were to be appointed who must be consulted by the Council before it made a finding as to whether a Member had failed to comply with the Code of Conduct or decide on action to be taken in respect of that Member, in respect of a standards complaint at any other stage or by a Member or Co-Opted Member of the Council or of a Parish Council against whom a complaint had been made.

Discussion ensued on the roles of the Independent Person and the Monitoring Officer and the need for the Standards Committee to be informed of any complaints that had been made on a regular basis. Concern was still expressed that the new arrangements placed inappropriate levels of responsibility on the Monitoring Officer and felt it a little unfair to be expected to handle and make judgments on complaints alleging misconduct by Members and suggested that this should be handled by the Committee.

Whilst the concerns of some of the Committee were noted it was pointed out that there was a statutory requirement for an Independent Person and that the Standards Committee had to work within the legal framework of maintaining high standards across the borough, nor were there any appeal mechanism should anyone wish to appeal against a particular decision other than the Ombudsman test of maladministration.

Resolved:- (1) The Chairman thanked the Chief Executive for his contributions and attendance.

(2) That the information be noted.

B13 DATE AND TIME OF NEXT MEETING

Resolved:- That a further meeting be held on Thursday, 14th March, 2013, commencing at 2.00 p.m.

**THE CABINET
18th December, 2013**

Present:- Councillor Stone (in the Chair); Councillors Akhtar, Doyle, Lakin, McNeely, Rushforth, R. S. Russell, 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.

C136 QUESTIONS FROM MEMBERS OF THE PUBLIC

A member of the public referred to a Member of Parliament's comments about charges for telephone calls and asked if the Council was still operating a system of extending calls by playing music?

The Leader of the Council confirmed that the Council did not operate a premium cost telephone system, which was used by some public sector organisations. Any member of the public that contacted the Council were subject to normal phone charges and only occasionally, when a call was placed on hold or transferred to another area, was music played to the caller.

C137 DECLARATIONS OF INTEREST

Councillor Lakin declared a personal interest in Item 9 (Proposal to Amalgamate Thrybergh Sports Academy and Dalton Foljambe Junior and Infant Schools) on the grounds that he was a Governor at both named schools and left the room whilst that item was discussed.

C138 REVENUE BUDGET MONITORING FOR THE PERIOD ENDING 31ST OCTOBER 2013

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance which provided details of progress on the delivery of the Revenue Budget for 2013/14 based on performance for the first seven months of the financial year. It was currently forecast that the Council would overspend against its Budget by £4.625m (+2.1%). This represented an improvement in the forecast outturn by -£835k since the September monitoring report. The main reasons for the forecast overspend continued to be:-

- The continuing service demand and cost pressures for safeguarding vulnerable children across the Borough.
- Income pressures within Environment and Development and ICT Services.
- Continuing Health Care income pressures within Adult and Children's Services, with concern that this pressure was increasing further.

- Additional, one-off property costs relating to the continued rationalisation of the Council's asset portfolio as part of the efficiency drive to reduce operational costs.
- Some savings targets were currently pending delivery in full in 2013/14.

The moratorium on all except 'essential' spend had been in place since the 16th October, 2013 and was starting to see a slow down in spend as hasd been experienced in previous years when a spending moratorium had been imposed. Services were also exploring opportunities to maximise the flexible use of grant funding, whilst ensuring grant conditions were complied with. Further, the recent opening of the offer for staff to apply for Voluntary Early Retirement/Voluntary Severance (VER/VS) would also generate savings which would contribute to both reduce the in-year pressure and potentially contribute to closing the 2014/15 Budget Gap.

Monthly budget monitoring reports would now be brought to Cabinet to enable close monitoring of progress towards delivering a balanced outturn.

Members were asked to note that since the last report meetings have taken place with the Clinical Commissioning Group (CCG) about concerns over access to and timely payment of Continuing Health Care income for clients with Continuing Health Care needs. An Action Plan was being developed and updates presented to a series of future meetings between early December and the end of the financial year.

Cabinet Members noted the changes to the last report and specifically the changes to Environment and Development Services and the services matrix managed by them.

Resolved:- That the current forecast outturn and significant financial challenge presented for the Council to deliver a balanced revenue budget for 2013/14 and the actions implemented to address the forecast overspend be noted.

C139 CAPITAL PROGRAMME MONITORING 2013/14 AND CAPITAL PROGRAMME BUDGET 2014/15 TO 2016/17

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance, which provided details of the current forecast outturn for the 2013/14 programme and enabled the Council to review the capital programme for the financial years 2014/15 to 2016/17.

Ongoing restrictions on Government funding for local government capital investment plans continued to limit the level of funding available to regenerate and enhance the Borough's infrastructure.

Concurrently, the Council had continued to be proactive in looking to rationalise its asset and buildings portfolio so as to realise revenue savings and potential capital receipts from any future asset sale. Generally, such capital receipts were expected to be used to reduce future capital financing costs so as to reduce the revenue cost of borrowing.

The budget process that had led to the recommended capital programme for 2014/15 to 2016/17 ensured that the Council's capital investment plans were aligned with strategic priorities and available funding. The financial implications of the programme were reflected in the Council's Medium Term Financial Strategy (MTFS) and Treasury Management and Investment Strategy.

In 2013/14 the Council would have invested £82.395m in capital schemes across the Borough. A further £133.817m would be invested in regeneration and enhanced infrastructure schemes over the following three year period, including £59.348m in 2014/15.

It should be noted that some grant funding notifications have not been received at this time, which had limited the development of schemes to be undertaken in 2015/16 onwards. Once those notifications were received reports would be brought before Members, which would expand the current programme.

The expenditure plans and profiles were reflected in the Directorate summary forecast capital spend table presented within the report and a detailed copy of the programme for each Directorate was provided.

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

(2) Recommended:- That the updated 2013/14 to 2016/17 Capital Programme be approved.

C140 CORPORATE RISK REGISTER

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance, which provided details of the current Corporate Risk Register summary. The summary showed the risks associated with the Council's most significant priorities and projects and actions being taken to mitigate these risks.

The Council's key current risks continued to relate to the financial pressures faced by the Council and the implications of the Welfare Reforms. The report summarised the management actions that were being taken to mitigate these and other risks in the register.

The risk score on the priority relating to achieving economic growth remained high in recognition of the on-going weak economic conditions.

Resolved:- (1) That the Corporate Risk Register summary attached at Appendix A be noted.

(2) That the current assessment of the Council's top corporate risks be approved.

(3) That any further risks or opportunities that it feels should be added to the risk register be identified.

C141 PROPOSAL TO AMALGAMATE THRYBERGH SPORTS ACADEMY AND DALTON FOLJAMBE JUNIOR AND INFANT SCHOOLS - FINAL DETERMINATION

Further to Minute No. 79 of the meeting of the Cabinet held on 18th September, 2013, the Strategic Director of Children and Young People's Services, introduced the report which provided details of the statutory consultation, which had taken place between 5th October and 15th November, 2013 on the proposed 'Prescribed Alteration' to Thrybergh Sports Academy to change its age range from 11-16 to 3-16 by the closure of Dalton Foljambe Primary School and the Foljambe site becoming the Primary education phase annex of the school.

Thrybergh Sports Academy had converted to Academy status during the consultation process and should the proposals be approved, Foljambe would then become part of the Academy. Approval of the proposals would then lead to the commencement of legal processes to transfer the land and assets at Foljambe to the Academy Trust by the established lease agreement process.

The proposal to change the age range at Thrybergh Sports Academy would mean that the Foljambe Primary annex would have a Published Admission Number (PAN) of 30 pupils per year group and pupils would automatically stay on roll at the school in the transition from Year 6 to Year 7 and transfer to the Secondary Education site to continue their education.

The Secondary aged phase would maintain a Published Admission Number (PAN) of 140 and children on roll at Dalton Foljambe in Y6 would not be required to apply for a Secondary School place in Y7 at Thrybergh. Children not on roll at Dalton Foljambe could express a preference for Thrybergh as part of normal secondary school admissions round.

There was no intention currently to increase or decrease either School's PAN.

Resolved:- (1) That, in the absence of any formal objections during the representation period, the proposal to amalgamate Thrybergh Sports Academy and Dalton Foljambe Junior and Infant Schools be approved.

(2) That the Secretary of State for Education be informed of the decision accordingly.

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

C142 A STRENGTHENED APPROACH TO ENFORCEMENT

Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which identified a change in the way in which the Council delivered services in order to maximise the resources available to undertake environmental enforcement activity and improve on the standards of service that were currently being delivered to address other local quality of life issues.

The approach complemented the introduction of a South Yorkshire Police Accredited Powers Scheme for specified uniformed Council Officers and a reciprocal arrangement for the authorisation of Police Officers and Police Community Support Officers to enforce Council powers with respect of littering and dog fouling.

A scoping exercise has been carried out in those areas where members of the public require support from Council interventions to help improve their living and neighbourhood standards. It was found that, in the main, enforcement activity will primarily still be held in specific services where the activity is embedded into a job role. It was also found that, in some teams, which had been trained as described above, over time the activity had stopped due to either post holder changes or a re-focusing of their job role during Council re-structuring.

The need to expand the enforcement capacity identified a number of positive reasons to introduce change including:-

- Giving customers a better deal from speedier and seamless responses.
- Providing greater efficiency to address the reduction of capacity within services.
- Giving more focus on early interventions as more of the workforce identify and address issues at the point of occurrence.

Functions which were currently assigned to specific services, but which could be assigned and better integrated into other areas of the Council, included enforcement and legal proceedings relating to:-

- Littering and dog fouling.
- Filthy & verminous premises.
- Rubbish and waste in gardens.
- Smoke-free premises and vehicles.
- On road vehicle repairs and sale.

- Abandoned shopping trolleys.
- Anti Social Behaviour (ABCs/ASBO).
- Underage alcohol sales operations.
- Duty of care for waste management on commercial premises.

In order to ensure that the proposed changes were thoroughly worked through and implemented in a successful manner it was proposed to phase the implementation of the changes with initially the changes in authorisation/use of extended powers being introduced in Neighbourhoods and Adult Services where there was the greater activity of both enforcement and tenancy management. Uniformed officers of Streetpride would also initially be included in the phased introduction.

Consultation with officers and their Trade Unions across the services impacted by these changes had been undertaken and an overall positive response has been received albeit with some localised concerns which have been addressed. This feedback was in-line with the desire to improve processes and working to bring quicker response and resolution to the problems that residents faced. In addition Trade Unions and staff consultation had been undertaken to assess the need for job profile changes and any impact on the pay and grading of staff potentially affected by the proposals.

Resolved:- (1) That the widening of the enforcement capability, as detailed in the report, be approved.

(2) That the authorisation of the identified additional groups of officers for the legislative duties, associated guidance and enforcement procedures, as specified in Appendix 2, be approved.

(3) That with respect to the other legislative provisions identified in the report, appropriate training and development programmes be developed to allow for identified officers to be provided with "expert witness" status in the investigation and provision of evidence.

C143 FEEDBACK ON REPORTS INTO CSE - THE BARNARDO'S ROTHERHAM PRACTICE REVIEW REPORT - THE HMIC REPORT INTO SOUTH YORKSHIRE POLICE'S RESPONSE TO CHILD SEXUAL EXPLOITATION

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 described the two recent reports into Child Sexual Exploitation in Rotherham and the work which would be carried out in response to them by all partner agencies engaged in Child Sexual Exploitation work in the borough and across South Yorkshire. The report was published by the Council and Barnardo's on 11th December, 2013.

The Barnardo's Rotherham Practice Review Report was commissioned to carry out a practice review into the current work in the Borough on Child Sexual Exploitation and included a desktop review, followed by interviews with key professionals and Council Members, including an on-site visit to Maltby Public Protection Unit where the Child Sexual Exploitation team was based.

The review of current practice, which was commissioned as part of the Local Safeguarding Children's Board action plan, found positive examples of how agencies were working well together to tackle Child Sexual Exploitation. They were commended for their "transparency, openness and honesty" throughout the review process.

A number of areas were identified as good practice in the review report, which were set out along with areas for further development in the report.

The review also commended the links between Rotherham Council's Youth Service and local Protecting Young People Police Officers (PYPPOs), with their combined work in identifying and reducing the numbers of vulnerable people in the community, in schools and identified "hot spot" areas.

It was recommended that this approach be expanded to include links with faith groups, migrant communities and the local business community, including hotels and bed and breakfast accommodation; housing and social landlords; taxis and public transport; takeaways and food outlets, shopping centres and public spaces, pubs and clubs.

The HMIC Report into South Yorkshire Police's Response to Child Sexual Exploitation made a number of time specific recommendations and these were being managed through a Force Action Plan.

In addition, the Council would be seeking assurance that South Yorkshire Police have addressed concerns in the HMIC report around workload management, clear objectives for the CSE team in Rotherham and the need for a CSE outcome framework that had safeguarding children at its forefront.

The representative from South Yorkshire Police confirmed that HMIC recognised the current Sheffield model as good practice and it was recommended that other areas follow their model. However, upon further examination the key difference identified between the Rotherham and Sheffield models was the location of multi-agency teams. Work was being progressed to consider similar arrangements in Rotherham.

The findings from the Barnardo's and HMIC reports would be incorporated into the Rotherham delivery plan. This plan was previously presented to the Cabinet meeting on the 18th September, 2013.

The delivery plan had been discussed at the extraordinary Rotherham's Local Safeguarding Children's Board on the 13th December, 2013.

As reported separately, the Council had also committed to an Independent Inquiry of historic Child Sexual Exploitation cases and this commenced in November, 2013.

Clair Pyper, Interim Director of Safeguarding Children and Families, gave a summary of the close system of working with individual children and vulnerable groups and the actions to progress a single manager position overseeing staff from both the Police and Children's Services.

Cabinet Members noted the good work taking place, which was acknowledged in both reports, the completion or nearing completion of the recommendations arising from both the reports and the significant area of growth in young people coming forward to report concerns.

Resolved:- That the responses be received and the contents noted.

C144 INTEGRATED HEALTH, EDUCATION AND SOCIAL CARE SERVICE FOR CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a joint report by Children and Young People's Services and Rotherham's Clinical Commissioning Group which detailed a proposal to integrate services across Social Care, Education and Health for children with a Special Educational Need or Disability (SEND) in Rotherham. This proposal was in line with the government requirements for reforms in commissioning and provision for special educational need or disability across Education, Health, Social Care and wider partners as set out in the Department of Health's (DH) SEN Green Paper 'Support and Aspirations; a New Approach to Special Educational Needs and Disability and with joint commissioning as set out in the Children and Families Bill (DfE).

This report set out the improved outcomes for children and their families, legislative requirements for the Council, key principles, benefits and potential risks of this integrated approach and that the proposal was in line with the joint Health and Wellbeing Strategy for Starting Well, Developing Well and Living and Working Well.

Further information as provided on the current provision, examples of isolated joint working, the integrated social care, education and health approach, key principles enshrined in the legislation, the outcomes for children, young people and their families and the consultation process.

Cabinet Members welcomed the report and the approach to improving outcomes for children and their families and to meet the legislative requirements.

Resolved:- (1) That the proposal to work towards an integrated children's SEND, social care, education and health service be approved.

(2) That further report on progress be submitted to the Cabinet as part of the work to achieve an integrated SEND Service.

C145 HOUSING COMPLAINTS - DESIGNATED PERSONS, HOUSING OMBUDSMAN SERVICE AND HOUSING COMPLAINT PROCEDURE

Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which proposed a change to the Council's existing three stage housing complaints process in response to new statutory requirements (Localism Act 2011) which included a right to have complaints heard by either an Independent Person or an independent Tenant Complaint Panel.

In order to minimise any additional burden as a result of the new statutory requirements it was proposed to retain an internal two stage process, prior to the required independent stage. In reality this was expected to affect less than a handful of cases each year. (In 2012-13 only two housing "Stage III" complaints were received.)

A summary of the changes were:-

- Complaints from tenants and leaseholders now fell under the jurisdiction of the Housing Ombudsman.
- Tenants and leaseholders could refer their complaint to an MP, Councillor or Tenant Complaint Panel following the final decision by the Council.
- A new two stage complaint procedure was created to respond to complaints from tenants and leaseholders on housing matters.

Further information was provided on the changes required by the new legislation, the roles of the Housing Ombudsman, Designated Person and the Designated Tenant Panel, the proposed Housing Complaint Procedure and required actions.

Cabinet Members sought clarification on the requests for a review by a Councillor and the potential conflicts of interests within wards that may arise and welcomed the proposal of understanding that would define basic operating procedures.

Resolved:- (1) That the new complaint procedure for Housing be approved.

(2) That a protocol or memorandum of understanding between the Council and a "designated person" be created.

(3) That the acceptance criteria to recognise a Tenant Complaint Panel be approved.

(4) That a briefing be provided for all Councillors and MPs to make sure that they are aware of their new responsibilities.

C146 REVISION OF RMBC'S COUNCIL HOUSING ALLOCATIONS POLICY

Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which detailed how the Council's Allocations Policy was last substantially amended in January, 2010, and it now needed to be revised again to take into account the new flexibilities and opportunities offered to social housing landlords by the Localism Act, 2011, and to make the system as fair as possible. There was also a need to review the Allocation Policy because of the size of the Housing Register, the likelihood it would increase if nothing was done and to take account of the circumstances of local people and firmly base the Policy on addressing housing need.

The proposals contained in the report have been considered by the Improving Places Select Commission, the Cabinet Member for Safe and Attractive Neighbourhoods, various stakeholders, applicants and staff. The consultation period spanned over a year and the three key messages that people said they would like to see change were:-

- Council houses should be for people in housing need.
- Rotherham Council homes should be for local people.
- Council tenants with breaches in their tenancy should not be given another Council home.

A summary of the feedback and a draft version of the Allocation Policy were provided and were set out in detail as part of the report which now required approval at Council for formal adoption in June, 2014. If the proposed policy was approved all applicants would be written to explain the changes during March 2014.

Recommended:- (1) That the amendments in the Allocation Policy as detailed in Sections 7.2, 7.3 and 7.4 of the report be approved.

(2) That the revised Allocation Policy, as detailed in Appendix 2, be approved.

C147 AMENDED HOME TO SCHOOL TRANSPORT POLICY

Councillor Doyle, Cabinet Member for Adult Social Care, introduced a report by the Strategic Director of Environment and Development Services which detailed how the Council had a statutory duty to provide free transport to and from school for "eligible" children. The criteria for

assessment of entitlement to free transport assistance was contained within the Home to School Transport Policy which was updated and published annually; this report sets out proposed changes to the Policy.

Sections 2.03 and 2.08 have been amended as a result of clarification and agreement with Children and Young People's Services and there have been some other minor text amendments. All of these amendments were identified in red text on the "Draft Home to School Transport Policy – September 2013" but none of these affected entitlement or qualification.

Resolved:- That the proposed amendments contained within the "Draft Home to School Transport Policy – September 2013" be approved and that this Policy be published.

C148 COMMUNITY RIGHT TO BID - DONCASTER GATE HOSPITAL SITE

Councillor Smith, Cabinet Member for Regeneration and Development, introduced a report by the Strategic Director of Environment and Development Services which referred to a recently received application under the Localism Act Community Right to Bid legislation, to have the former Doncaster Gate Offices listed as an asset of community value.

The application, as submitted and set out in detail as part of the report, did not fulfil the requirements of the legislation to have the site listed and it was recommended, therefore, that the application be rejected.

Following Cabinet's decision on 16th October, 2013 to demolish the building, there had been a degree of public interest in preserving the Doncaster Gate building itself. It should be noted that successful registration of any community asset did not, in any event, prevent demolition as the legislation applied only to the disposal of any site.

Demolition was scheduled to commence in February, 2014, but in view of the public interest, and in order to give those parties interested in putting together any proposals for the future use of the building, it was proposed to allow until 24th January, 2014 for any proposals to be brought forward for consideration.

Cabinet Members were aware of the community interest in this building, but were mindful of the need for any use proposal to be sustainable.

Resolved:- (1) That the application to have the former Doncaster Gate Offices listed as an asset of community value be rejected and the asset be added to the unsuccessful register.

(2) That any interested parties be allowed until 24th January, 2014 to bring forward to the Council any re-development proposals which retain all or a significant part of the building.

C149 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 item of business on the grounds that it involves 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).

C150 MIGRATION OF BROADBAND CONTRACTS

Councillor Akhtar, Deputy Leader, introduced a report by the Strategic Director of Environment and Development Services, which provided details of actions that would need to be taken following the announcement that Digital Region Limited (DRL) was to be wound up by August, 2014 and the necessity to make alternative provision of network lines to support broadband services within the borough.

Further information was provided on the replacement network, the costs and the funding of the migration and the implications for Rotherham in not meeting the national broadband targets.

Resolved:- (1) That the funding of the proposal by £1.3m of prudential borrowing be approved.

(2) That, in accordance with Standing Order 38.1 the waiving of Contract Standing Orders 46-50 (the Tendering Process), be approved as a valid framework agreement is in place for each proposed contract.

(3) That the awarding of contracts to BT, Virgin Media Business (VMB), 5 privately owned Council circuits and Kingston Communications (K Com) as described in the report be approved.

(4) That the impact of DRL's closure on the Council's ability to meet Central Government broadband targets be noted.

(The Mayor agreed to exempt this item from the call-in process due to the need for the contracts to be signed and actioned as a matter of some urgency)

THE CABINET
15th January, 2014

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

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

C151 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

C152 DECLARATIONS OF INTEREST

Councillors Akhtar, Doyle, Hussain, Lakin, McNeely, Rushforth, R. Russell, Smith, Stone and Whelbourn declared personal interests in Minute No. 154 (Housing Rent Increase) and Minute No. 155 (District Heating Scheme Charges) on the grounds that they were or had a friend or a family member who was a tenant or a garage holder and who may be affected by either of the decisions.

Councillor Wyatt declared a disclosable pecuniary interest in Minute No. 154 (Housing Rent Increase) on the ground that he holds a tenancy of a Council owned garage and a personal interest in Minute No. 155 (District Heating Scheme Charges) on the ground that he has friend or family members who may be affected by the decision.

Dispensations had been granted on 28th January 2014 for all Members when dealing with these issues in allowing them to participate in the discussion and vote.

C153 ROTHERHAM LOCAL PLAN STEERING GROUP

Councillor Whelbourn, Chairman of the Overview and Scrutiny Management Board, introduced the minutes of the Rotherham Local Plan Steering Group held on 12th December, 2013.

Reference was made to the use of brownfield sites and the likelihood of some changes to the Core Strategy recommended by the Inspector.

Resolved:- (1) That the progress to date and the emerging issues be noted.

(2) That the minutes of the Local Plan Steering Group held on 12th December, 2013 be received.

C154 HOUSING RENT INCREASE 2014/15

Further to Minute No. 62 of the meeting of the Cabinet Member held on 6th January, 2014, Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which sought approval for the proposed housing rent, new build rents, garage rent and communal facilities increases for 2014/15 to go forward for consultation, and subject to the outcome of that consultation to be presented at Cabinet for decision.

This year it was proposed to implement an annual increase of 3.2% for non-housing rent issues and 6.57% for rent in accordance with the prescribed formula issued by Government. Members were asked to also note the draft Housing Revenue Account Budget for 2014/15. In anticipation of a Scrutiny recommendation being accepted by Cabinet, the proposed charges for district heating were considered within a separate report, considered within this agenda.

The report set out in detail the proposed housing rent, new build rents, garage rent and communal facilities increases for 2014/15. The rents had been calculated in accordance with the national rent setting regime requiring all local authorities to use the prescribed formula and apply annual increases to actual rents to achieve the Formula Rent. Applying this formula for 2014/15 produced an average rent increase for Council tenants of 6.57%. There would be major financial implications for the Council of not following this formula as the Government expected that all similar properties in the same local area would have equitable rent levels, even if properties were owned by different social landlords. This process was known as 'rent convergence'. The Government set a target for Authorities to achieve rent convergence by 2015/16.

The average rent for 2013/14 was £68.24 over 52 weeks (2013/14 being a 53 week year). The proposed 2014/15 average weekly rent using the Government formula, collected over 52 weeks would rise to £72.78, an average increase of £4.54 per week.

Total housing rent income generated through the proposed revised weekly rents was estimated to be £77.428m in 2014/15 assuming 100 Right to Buy sales, and voids and rent adjustments at 2%.

The Council completed the building of 132 new energy efficient properties in 2011/12. For these dwellings, the funding model assumed that rents would be aligned to the Council's existing rent structure based on these dwellings having a higher property value (than existing stock). These rents were assumed to be fully converged and were, therefore, set higher than those of the existing Council stock. Consequently the proposed average rent to be charged across these properties would be £94.47 over 52 weeks based on the rent formula of Retail Price Index (RPI) plus 0.5%, an increase of £3.52 per week.

Recommended:- (1) That the average rent increase by 6.57% based on the Central Governments (DCLG) Rent Formula which results in an average increase of £4.54 per week collected over 52 weeks.

(2) That an average rent of £94.47 be set for new build Council properties.

(3) That in line with the Retail Price Index garage rents, communal facility charges including where applicable laundry charges and the cooking gas charge be increased by 3.2%

(4) That the draft Housing Revenue Account Budget for 2014/15 be noted.

C155 DISTRICT HEATING SCHEME CHARGES 2014/15

Further to Minute No. 63 of the meeting of the Cabinet Member held on 6th January, 2014, Councillor McNeely, Cabinet Member for Safe and Attractive Neighbourhoods, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which sought approval from Members for the proposed increase in charges for District Heating for 2014/15.

There were a range of heating schemes, but in general district heating charges were made up of two components, a weekly charge and a metered charge per kilowatt hour of heating used. Weekly charges for most schemes exceeded the actual metered costs and hence 34% of all income received from weekly charges were returned to customers. This report recommended no increase in weekly charges, but an increase in kilowatt hour charges to more accurately reflect true costs. The impact of this on consumers of district heating was that the vast majority would pay no more on a weekly basis, but some would receive less of a rebate once actual personal charges have been calculated following individual meter readings.

Recommended:- (1) That weekly charges be not increased.

(2) That the various proposed increases to the kilowatt hour charges outlined within the report be approved as a means of achieving full cost recovery.

(3) That to assist tenants, increases in the kilowatt hour charge be phased over a period of up to five years, as agreed at Cabinet held on 16th January, 2013 (Minute C131(3) refers and be achieved by 2016/17.

C156 CALCULATION OF THE COUNCIL TAX BASE FOR 2014/15

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance, which provided details of the calculation of the Authority's proposed Council Tax base for the 2014/15 financial year. From April, 2013 with the Localisation of Council Tax Support (now described by the Government as the Council Tax Reduction Scheme (CTRS) the Council's Tax Base was significantly reduced compared to 2012/13. This was because under the Localisation of Council Tax Reduction Scheme, eligibility to what was previously Council Tax Benefit, was treated as a discount to the Tax Base.

The Council's Scheme for 2014/15 was reported to Cabinet on 16th October 2013 where it was proposed that the Council continue with its current Council Tax Reduction Scheme, subject to making annual benefit adjustments notified by the Department of Works and Pensions (DWP).

In determining the Council's Tax base for 2014/5 the sustained impact of the welfare reform changes on the Council Tax collection rate had also been allowed for – the allowance for losses on collection had been increased from 3% to 3.5% giving an estimated collection rate of 96.5%.

The calculation also reflected the number of newly built properties being constructed and the empty properties brought back into use.

In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012 governing its calculation, it was determined that the Council's Tax Base for the financial year 2014/15 was 64,179.01 Band D Equivalent Properties.

The Regulations set out the formula for the calculation and the estimated Tax Base as shown in Appendix A. The Council Tax Base was derived from the total number of properties within the Council's area as at the 1st December 2013, which, in the opinion of the Government's Valuation Office Listing Officer, were subject to Council Tax.

After allowing for the additions, discounts and reliefs the estimated property base was converted into Band D Equivalent properties, giving a total of 64,179.01 Band D Equivalents. Appendix A provided details of the total for both parished and non-parished areas.

For 2014/15 it was estimated that some 907 new and reoccupied Band D Equivalent properties would be added to the Council Tax base - an increase of 1.4%. Overall the 2014/15 Tax base showed a net increase of just under 0.9% or 547.57 Band D equivalent properties compared with the 2013/14 Tax Base of 63,631.44 Band D Equivalents.

The result of applying the 96.5% collection rate to the Band D Equivalents for each of the parishes within the Borough and for the Borough as a

whole was shown in the final column of the appendix attached to the report and was made up as follows:-

<u>Tax Band</u>	<u>Band D Equivalent Properties</u>
Band A	24,469.67
Band B	13,457.77
Band C	10,923.47
Band D	7,451.94
Band E	4,732.78
Band F	2,114.70
Band G	966.44
Band H	62.24
TOTAL	64,179.01

Recommended:- (1) That the current Council Tax Reduction Scheme for 2014/15 be adopted with the following revisions:-

- (a) Adjust the applicable amounts for working age claims to mirror those used in 2014/15 for Housing Benefit.**
- (b) Increase Non-Dependant deductions to mirror those in the Council Tax Reduction Scheme prescribed requirements.**

(2) That the amount calculated by Rotherham Metropolitan Borough Council as its Council Tax Base and those of the Parish Councils shown at Appendix A for 2014/15 shall be a total of 64,179.01 Band D Equivalent Properties.

C157 RETAINED BUSINESS RATES ESTIMATES 2014/15

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance, which set out the requirement for the submission of a NNDR 1 Return to the Department for Communities and Local Government (DCLG) by 31st January, 2014 and details contained in that return. The Council's share of the Retained Business Rates would represent a major proportion of the Council's revenue resources and it was considered necessary to report the retained Business Rates estimates to Full Council.

At this stage the 2014/15 NNDR 1 form and guidance for its completion had still to be issued. The estimated retained business rate income of £34.9m in 2014/15 referred to in this report was, therefore, only provisional. Cabinet were, therefore, asked that the Director of Financial Services as Section 151 Officer be granted delegated authority to finalise the estimate for presentation to Full Council on the 29th January, 2014.

A key factor in determining the estimate was the assumed losses due to rating appeals. These were highly volatile and difficult to predict and, therefore, represented a major financial risk to the estimate being achieved.

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

(2) Recommended:- That the Section 151 Officer be given the delegated authority, following consultation with the Leader and the Deputy Leader, to make any changes necessary to finalise the estimate for the meeting on the 29th January, 2014.

C158 REVENUE BUDGET MONITORING FOR THE PERIOD ENDING 30TH NOVEMBER 2013

Councillor Akhtar, Deputy Leader, introduced a report by the Director of Finance which provided details of progress on the delivery of the Revenue Budget for 2013/14 based on performance for the first eight months of the financial year. It was currently forecast that the Council would overspend against its Budget by £3.099m (+1.4%). This represented an improvement in the forecast outturn of -£1.526m since the October monitoring report. The main reasons for the forecast overspend continued to be:-

- The continuing service demand and cost pressures for safeguarding vulnerable children across the Borough.
- Income pressures within Environment and Development and ICT Services.
- Continuing Health Care income pressures within Adult and Children's Services, with concern that this pressure was increasing further.
- Additional, one-off property costs relating to the continued rationalisation of the Council's asset portfolio as part of the efficiency drive to reduce operational costs.
- Some savings targets were currently pending delivery in full in 2013/14.

The moratorium on all except 'essential' spend had been in place since 16th October, 2013 and was contributing to the reduced forecast overspend. Services were continuing to explore opportunities to maximise the flexible use of grant funding, whilst ensuring grant conditions were complied with. Further, the recent opening of the offer for staff to apply for Voluntary Early Retirement/Voluntary Severance (VER/VS) was also generating savings which would contribute to both reducing the in-year pressure and potentially contribute to closing the 2014/15 Budget Gap. These savings would become more evident in the next monitoring reports as applications were approved and reflected in the revised forecast outturn.

The Cabinet was asked to note that meetings were taking place with the Clinical Commissioning Group (CCG) about concerns over access to, and timely payment of, Continuing Health Care income for clients with Continuing Health Care needs. An Action Plan was being developed and updates presented to a series of future meetings between early December and the end of the financial year. As the financial impact of

these meetings became clearer, this would be reported through to Cabinet.

Resolved:- That the current forecast outturn and significant financial challenge presented for the Council to deliver a balanced revenue budget for 2013/14 and the actions implemented to address the forecast overspend be noted.

C159 LIFESTYLE SURVEY 2013

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a joint report by Strategic Directors for Children and Young People's Services and Neighbourhoods and Adult Services, which set out details of the 2013 Borough Wide Lifestyle Survey Report.

The report included plans to distribute the lifestyle survey report to schools, the schedule for presenting the findings of the report, the communication plan and the on-going actions supporting the lifestyle survey results.

The Lifestyle Survey was a valuable piece of consultation capturing the views of young people in Years 7 and 10 at secondary schools, which all sixteen secondary schools had participated in, asking their opinions on:-

- Food and Drink.
- Health, Activities and Fitness.
- Being In School.
- Out of School.
- Young Carers.
- Bullying and Safety.
- Smoking, Drinking and Alcohol.
- Sexual Health.
- Local Neighbourhood.

The positive results in the survey in particular around healthy lifestyle included:-

- Fruit being the most popular break time snack.
- An increase in % of pupils feeling they were a healthy weight.
- More pupils taking part in regular exercise.

Contributing to these results had been the work carried out by the Obesity Strategy Group and the Healthy Schools Team, promoting the benefits of non-smoking and confidence building with young people in schools to help them not to give in to peer pressure.

Suggested areas for attention were similar to 2012 with:-

- Rotherham Town Centre and public transport were where pupils said they felt least safe.
- More young people identified themselves as young carers.
- Bullying rates remained same as in 2012, however the number of pupils reporting bullying has reduced.
- Local shops were identified as the places where pupils purchase their cigarettes and alcohol.
- Parents supplying their children with cigarettes and alcohol.
- Pupils feeling good about themselves had reduced.

Each year the results were shared with key stakeholders to ensure that activities were built into team plans to address any issues. Teams plan to make changes to improve the lives of young people and comparisons were made each year to see if the changes made were making a difference.

Secondary schools would receive a copy of the borough wide report and their individual school report, so they could see what pupils at their own school were saying.

The Healthy Schools Service would also receive a copy of the individual school reports, so they could identify which school needed support in specific areas.

Cabinet Members welcomed the positive elements of this survey arising from engaging with young people and in the policy development and service delivery.

Resolved:- (1) That the report be received and the contents of the 2013 Lifestyle Survey Report be noted.

(2) That the communication of this report to all sixteen secondary schools be approved.

(3) That the timetable for communicating the survey results and distribution list be approved.

C160 CHILD OBESITY SCRUTINY REVIEW

Further to Minute No. 95 of the meeting of the Cabinet held on 16th October, 2013, the Director of Public Health introduced the report which provided an update on the recommendations.

The majority of the recommendations were accepted and focused on the prevention of overweight and obesity within the community and the promotion of weight management programmes to support children locally.

Only two of the recommendations were deferred and being given further consideration.

The re-commissioning of weight management services was ongoing and would be subject to approval.

Cabinet Members noted the news that it was National Obesity Awareness Week whilst welcoming the review and sought assurances on the methods of engaging with parents and the discussions on the introduction of a 400 m exclusion zone for new fast food takeaways near schools.

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

(2) That the response to the Scrutiny Review and any further responses to Cabinet be submitted to the next available meeting of the Overview and Scrutiny Management Board.

C161 CHARGING EXEMPTIONS FOR NON RESIDENTIAL CARE

Councillor Doyle, Cabinet Member for Adult Social Care, introduced a report by the Strategic Director of Neighbourhoods and Adult Services, which set out details of the Fairer Charging Policies for Home Care and other non-residential Social Services issues under Section 7 of the Local Authority Social Services Act 1970 setting out guidance and statutory framework for calculating how much someone should pay towards their non-residential services. This Policy was last updated in April, 2010 to take account of new statutory guidance related to the introduction of Self Directed Support Personal Budgets.

In some incidences applying charges to services assessed to meet eligible needs could prevent some of the most vulnerable customers from accessing services. There was an inconsistent approach in place in applying charges and this report sought to regularise it.

Recommended:- That the revised Policy be approved.

C162 SETTING LOCAL SPEED LIMITS - CHANGES TO GUIDANCE

Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which provided an update on changes to the guidance for setting local speed limits and sought approval for the Policy on the introduction of 20 mph speed limits/zones and the intention to investigate suitable locations for the introduction of 20 mph speed limits.

The DfT Circular 1/2013 'Setting Local Speed Limits' gave guidance to Local Councils which would help in the setting of more consistent speed limits on local roads. It outlined how speed limits should be evidence-led and self-explaining and seek to reinforce people's assessment of what was a safe speed to travel and that they should encourage self-compliance. The new guidance incorporated recent changes that created more flexibility for authorities to implement 20 mph limits and zones. It had

also been designed to help explain to the lay person why and how local speed limits were determined.

The document also asked Local Authorities to keep speed limits under review with changing circumstances and to consider the introduction of more 20 miles per hour limits and zones, over time, in urban areas and built-up village streets that were primarily residential, to ensure greater safety for pedestrians and cyclists, using the criteria contained in the guidance.

Cabinet Members sought clarification on the basic principles of introducing speed limits which should be self-enforcing and on the need to ensure that any requests for traffic calming measures were realistic and did not overly raise public expectation.

(1) Resolved:- That the changes to the guidance issued by the Department for Transport for setting local speed limits be noted.

(2) Recommended:- (a) That the Policy on the introduction of 20 mph speed limits be approved.

(b) That in line with the Policy investigations be carried out into suitable locations for the introduction of 20 mph speed limits.

(c) That a further report be submitted once suitable locations have been identified for the introduction of 20 mph speed limits.

C163 STREET LIGHTING INVEST TO SAVE INITIATIVES

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 a proposed 'invest to save' initiative in residential street lighting.

It was proposed to replace the 13,000 residential units with LED lighting units to offer further efficiencies in both the energy consumption and what should be a 20 year maintenance-free lighting installation. Initial costs of residential LED units were such that installations were prohibitive, but costs have now reduced to a level where these units are a viable option.

Initially it was proposed to leave the 15,000 compact fluorescent units in situ and concentrate on replacement of the 13,000 discharge lights. The average energy saving for each replacement would be around 45 watts which would give an overall saving on completion of the programme of 2,424,825 Kwh/annum. Multiplied by £0.10 per Kwh = £242,483 in energy savings.

As the decision required investment of over £500,000 it was a key decision.

Resolved:- That the proposed Street Lighting Residential 'Invest to Save' Initiative be approved.

C164 CYCLING IN ROTHERHAM TOWN CENTRE VEHICLE RESTRICTED AREA AND CHANGE TO HOURS OF ACCESS FOR LOADING/UNLOADING

Further to Minute No. 72 of the meeting of the Cabinet Member held on 2nd December, 2013, Councillor Smith, Cabinet Member for Regeneration and Development Services, introduced a report by the Strategic Director of Environment and Development Services, which presented details of how the operation of this proposal to allow cycling in Rotherham would be monitored along with the timescales for introducing the scheme.

It was currently anticipated that the experimental order would come into force in Spring, 2014 with the first monitoring report being made to the Cabinet Member in Summer 2014. The exact date of implementation was subject to discussions with Legal Services and colleagues in Streetpride who were responsible for traffic signs.

Throughout the experimental order period people would be invited to give their views on how they think the change was working via e-mail or in writing.

The signing of the town centre vehicle restricted area would change as a result of the temporary order with the signs at the entry point being changed from a "No Vehicles Restriction" (red bordered white circle) to a "No Motorised Vehicle Restriction" (red bordered white circle showing a car and a motorbike). In addition, on the streets where contraflow cycling was permitted the existing one way signs would be changed to one way with contraflow cycling signs. Other than changes to signing no other changes were proposed to the town centre environment.

Cabinet Members considered this proposal in some detail and expressed some disappointment and concern that a decision had been made to reverse some elements of the Traffic Regulation Order to allow cycling in the town centre's vehicle restricted area.

Despite the rationale for the proposal to lift the barriers to accessing employment, retail and education/training in the town centre for cyclists and the level of monitoring that was expected for the experiment, it was suggested that the risks to pedestrians and parents with children, blind or partially sighted and elderly people were such that further consideration was required of the decision. Cabinet Members, therefore, recommended that the Cabinet Member, under his delegated powers, receive an updated report based on the Cabinet's concerns.

Resolved:- That this proposal be referred back to the Cabinet Member for Regeneration and Development Services for further consideration under his delegated powers, having taken account of the discussion in Cabinet.

C165 PUBLIC HEALTH OUTCOMES FRAMEWORK

Councillor Wyatt, Cabinet Member for Health and Wellbeing, introduced a report by the Director of Public Health which detailed how the Council had new statutory functions that included health protection and health improvement. Public Health England monitored these responsibilities through the Public Health Outcomes Framework (PHOF). Assurance was, therefore, required that the Framework was being monitored and appropriate action being taken to address the outcomes.

The Council's wider responsibilities for population health required a co-ordinated approach, including all partners. The Public Health Outcomes Framework focused on the causes of premature mortality. The Rotherham Health and Wellbeing Strategy (HWBS) supports early intervention and prevention as part of improving performance against the Public Health Outcomes Framework and the key lifestyle factors that influenced avoidable mortality. The Outcomes Framework needed to be reviewed quarterly to drive improvements in performance. Public Health would lead this agenda and report to Cabinet by exception. Priority measures included those for avoidable mortality, which also featured as a key outcome for the Integrated Transformation Fund.

Public Health would agree with partner's action plans to address under performance and complete a report card on each indicator. Where the Indicator was an outlier the report card would be reported to the appropriate planning or commissioning group.

Agreement needed to be reached on which performance measures were regularly reported to the Health and Wellbeing Board. These should be indicators that were closely linked to the six locally determined priorities which followed the Health and Well Being Strategy. If these high level indicators showed no improvement or were significantly underperforming the Board would agree actions to be taken or hold a performance clinic with partners to develop a remedial action plan to engage action. Where a performance clinic was held this would report to Cabinet. The emphasis of the performance clinics would be on innovation and doing things differently to drive improvement and change.

Indicators outside of these top six strategic issues would be addressed elsewhere within the local performance framework. The actions would refocus activity on early intervention and prevention agenda for long term and sustainable impact. The report provided a framework for this process and an initial progress report.

Cabinet Members welcomed the report, but suggested that consideration be given to the content of a couple of recent Scrutiny Reviews which were relevant and which may be of some assistance to some of the Public Health Outcomes

Resolved:- (1) That the proposed framework to address performance on the Public Health Outcome Framework be approved.

(2) That the reporting structures be approved.

(3) That this framework act as a mechanism to deliver the Health and Wellbeing Strategy aim of moving services to prevention and early intervention.

C166 PROPOSED EXTENSION OF PLANNED PLACES AT NEWMAN SPECIAL SCHOOL FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

Further to Minute No. 125 of the meeting of the Cabinet held on 27th November, 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, which referred to the pre statutory and statutory consultation process on the proposal to expand Newman School, which had now been completed and the need for final determination on the proposals to expand.

It was proposed initially to 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 naming that school in Part 4 of a Statement of SEN. In addition, it was proposed to offer 2 '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 required an immediate placement in specialist provision whilst a statutory education assessment was underway.

It was also proposed that the Head teacher of Rotherham's Milton Special School, a specialist school for Communication and Interaction, would be seconded as a Consultant Head Teacher for the equivalent of three days per week for two years working alongside the Head Teacher of Newman Special School where the children with a Statement of SEN would be on roll.

Resolved:- (1) That after consideration of representations received, the proposal to expand Newman School be approved.

(2) That the Secretary of State for Education be informed accordingly by the School Admissions, Organisation and SEN Assessment Service.

C167 EARLY YEARS AND CHILD CARE SERVICES INCLUDING CHILDREN'S CENTRES

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 set out details of the proposal to achieve the required Early Years and Child Care services,

including Children Centres revenue reduction to meet the Council-wide significant revenue reductions required by the Government.

Cabinet was asked to endorse the proposal for consultation for statutory public consultation in relation to changes to Early Years' Service and children's centre delivery, which would be of the maximum required 45 day period so that the reconfigured service, beginning with the Early Years' Service, and the required revenue reductions be implemented from April, 2014.

The current revenue budget for Early Years and Child Care Services, including children's centres was £5.053m. There was a required revenue reduction of £2.2m for 2014-16. Substantial consideration had been given to the best way forward to achieve this revenue reduction and the proposal was to:-

- Close thirteen registered Children's Centre buildings with a reduction to nine buildings across the borough.
- These nine buildings then clustered to form seven registered Children's centres across the borough resulting in an increased size of reach areas.
- Creation of a foundation years' service across health, social care and education.
- Shift to provider funded training for all settings to access any training, including those requiring improvement/inadequate. This could affect sufficiency going forward as only Good settings could offer two year old places.

This proposal would deliver the required financial efficiency and there would be an impact on the quality and quantity of the service provided by the Early Years and Child Care service.

A consultation strategy would be developed and in line with the previous service transformations a detailed consultation with staff, schools, practitioners, wider stake holders and the public would take place.

The consultation would include an impact assessment in accordance with statutory guidance.

Cabinet Members noted that the Council was making every effort to protect services where possible, was looking at any viable option and had demonstrated its commitment to supporting Rotherham's children and its most vulnerable citizens. However, the point had now arrived where a decision had to be made on the future provision that could be offered.

Resolved:- (1) That the proposal for statutory public and subsequent staff consultation be approved.

(2) That a further report be submitted to the Cabinet on the outcome of the consultation process and the proposals going forward.

C168 INTEGRATED HEALTH, EDUCATION AND SOCIAL CARE SERVICE FOR CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES

Councillor Lakin, Cabinet Member for Children, Young People and Families Services, introduced a joint report by the Strategic Director of Children and Young People's Services, and Rotherham's Clinical Commissioning Group, which sought to inform Cabinet of the proposal to integrate services across Social Care, Education and Health for children with a Special Educational Need or Disability (SEND) in Rotherham. This proposal was in line with the Government's requirements for reforms in commissioning and provision for SEND across Education, Health, Social Care and wider partners as set out in the Department of Health's (DH) SEN Green Paper 'Support and Aspirations; a New Approach to Special Educational Needs and Disability and with joint commissioning as set out in the Children and Families Bill (DfE).

This report set out the improved outcomes for children and their families, legislative requirements for the Council, key principles, benefits and potential risks of this integrated approach and that the proposal is in line with the joint Health and Wellbeing Strategy for Starting Well, Developing Well and Living and Working Well. It was stated here that changes would take place in services to meet the required reductions in revenue as demanded by Central Government.

Cabinet were asked to endorse the proposal for consultation which would be of the maximum required 45 day period so that the reconfigured joint approach service and the required revenue reductions be implemented from April, 2014.

Resolved:- (1) That the proposal for consultation be approved.

(2) That future reports on the feedback from the consultation and the progress to achieve an integrated SEND Service be submitted to the Cabinet in due course.

C169 BUDGET SAVINGS PROPOSALS - INTEGRATED YOUTH SUPPORT SERVICES

Councillor Hussain, Cabinet Member for Communities and Cohesion, introduced a report by the Strategic Director of Children and Young People's Services, which provided details of the proposal to achieve the required Integrated Youth Support Services (IYSS) revenue reduction to meet the Council wide significant financial efficiencies required by the Government.

Cabinet was asked to endorse the proposal for consultation which would be of the maximum required 30 day period so that the reconfigured service and the required revenue reductions be implemented from April, 2014.

There was a required revenue reduction and substantial consideration had been given to the best way forward to achieve this revenue reduction. Consultation would, therefore, focus on reconfiguration of staffing structures and the provision, vacant posts, income and overhead costs.

It was noted that this proposal delivered the required revenue saving and may have an impact on the quality and quantity of the service provided by the Integrated Youth Support Services. In relation to the reduction in the numbers of sessions, there may be around 1,472 less youth club sessions per annum.

Resolved:- That the proposal for consultation be approved.

**CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES'
SERVICES
11th December, 2013**

Present:- Councillor Lakin (in the Chair) and Councillor Roche.

Apologies for absence were received from Councillors Ahmed and Beaumont

D67. DECLARATIONS OF INTEREST.

No Declarations of Interest were made.

D68. MINUTES OF THE PREVIOUS MEETING HELD ON 13TH NOVEMBER, 2013.

The minutes of the previous meeting of the Cabinet Member for Children, Young People and Families' Services held on 13th November, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record.

D69. CHILDREN AND YOUNG PEOPLE'S SERVICE REVENUE BUDGET MONITORING REPORT TO 31ST OCTOBER, 2013.

Consideration was given to the report presented by the Finance Manager (Financial Services, Resources Directorate), which provided a financial forecast to 31st March, 2014, based on actual income and expenditure to 31st October, 2013.

Overall, the Directorate was projecting a £1.345million over-spend outturn position at the end of the 2013/2014 financial year. This overspend represented an increase of 2.9% on the total revenue budget allocation. The projected overspend had improved by £88,000 since the September Budget Monitoring report.

The forecast overspend was largely due to the continuing pressures in Safeguarding Children and Families' Services due to the needs-led nature of the budget relating to out-of-authority residential and fostering placements. The report provided an update on the main areas of variance and outlined the main pressures and areas of underspend and/or underspend for each Service.

The management actions taken for the Services for Looked After Children included a drive to recruit more in-house foster carers, prevention and early intervention strategies including an increased use of Special Guardianship Orders, and the Invest to Save Programme in Fostering and Adoption Services.

A number of continuing budget management actions were being taken to avoid costs: -

- Proactive management actions continued to concentrate on avoiding costs relating to placements for looked after children, the fostering framework and through block commissioning of placements;
- 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;
- Consultancy costs had decreased compared to the same period in the previous year.

Discussion ensued and the following issues were raised: -

- The Adoption Reform Grant received in 2013/2014 would cease at the end of this financial year, currently there had been no announcement about whether it would be continued. This was a risk to the Service as the Grant had been used to achieve service improvements and efficiencies.

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

D70. PROPOSAL TO AMALGAMATE BADSLEY MOOR INFANT AND JUNIOR SCHOOLS BY THE CLOSURE OF THE JUNIOR SCHOOL AND EXPANSION AND CHANGE OF AGE-RANGE OF THE INFANT SCHOOL TO CREATE A 'THROUGH' PRIMARY SCHOOL - FINAL DETERMINATION.

Further to Minute No. D42 (Proposal to amalgamate Badsley Moor Junior and Infant Schools by the closure of the Junior School and the expansion of the age-range at the Infant School) of 18th September, 2013, where permission was given to enter into statutory consultation, a report had now been submitted outlining the outcome of that process.

The Principal School Organisation and Risk Management Officer (School Admissions, Organisation and Special Educational Needs Assessment Service, Schools and Lifelong Learning, Children and Young People's Services) reported that the proposal had been subject to a public notice and consultation period. No formal objections had been received. It was therefore recommended that the proposal be approved by the Cabinet Member and notified to the Department for Education.

The leadership arrangements in place for the amalgamated school had been secured and had been endorsed by Her Majesty's Inspectors working with the School relating to the Ofsted category at the Junior School.

The new amalgamated school would be known as Badsley Primary School with effect from 1st January, 2014.

Resolved: - (1) That, in the absence of any formal objections, 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 be approved.

(2) That the Secretary of State for Education be informed accordingly of this decision.

D71. LOCAL AUTHORITY GOVERNOR APPOINTMENTS.

Pursuant to Minute Number C50 of January, 2000, consideration was given to nominations received to fill Local Authority vacancies on school governing bodies.

Resolved:- (1) That, with the effective date of appointment as shown, the following appointments and reappointments be made to school governing bodies, subject to satisfactory checks being undertaken:-

New Appointments: -

New Appointments: -

Mrs. S. Hudson	Anston Park Junior School	11/12/13
Mr. R. Slack	Blackburn Primary School	11/12/13
Ms. K. Rudman	Bramley Sunnyside Infant School	11/12/13
Mrs. C. Kirkman	Brinsworth Howarth Primary School	11/12/13
Mr. J. Coe	Brinsworth Manor Junior School	11/12/13
Mrs. S. Mahmood	Broom Valley Community Primary School	11/12/13
Ms. J. Blaker	Kilnhurst Primary School	11/12/13
Mr. L. Adams	Maltby Lilly Hall Primary School	11/12/13
Mr. K. Wright	Rawmarsh Ryecroft Infant School	11/12/13
Mr. R. Slack	Rockingham Junior and Infant School	11/12/13
Miss F. England	Wickersley Northfield Primary School	11/12/13

Re-appointments: -

Cllr. K. Sims	Meadow View Primary School	06/10/13
Mr. M. Sherwood	Brampton The Ellis CE Infant School	06/10/13
Mr. B. Cottam	Saint Joseph's Catholic Primary School (Dinnington)	07/10/13
Cllr. A. Buckley	Brinsworth Whitehill Primary School	09/10/13
Mrs. M. Wesley	Swinton Queen Primary School	29/10/13
Mr. G. Allan	Herringthorpe Infant School	29/10/13
Cllr. G. Whelbourn	Rawmarsh Ashwood Primary School	17/11/13
Mrs. H. Whitworth	Thorpe Hesley Junior School	24/11/13
Cllr. C. Read	Swinton Queen Primary School	24/11/13
Mr.D. Moorhouse	Kiveton Park Meadows Junior School	24/11/13
Mr. I. Jones	Blackburn Primary School	24/11/13
Mrs. E. Cummins	The Willows School	24/11/13
Mr. M. Beech	Anston Brook Primary School	06/12/13
Mr. M. Beech	Thurcroft Infant School	06/12/13

D72. EXCLUSION OF THE PRESS AND PUBLIC.

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

D73. APPROVAL OF TENDER FOR THE WATH CHURCH OF ENGLAND PRIMARY SCHOOL'S CLASSROOM EXTENSION.

Consideration was given to the report presented by the Principal Capital Projects Manager (Corporate Property Unit, Internal Audit and Asset Management, Environment and Development Services Directorate) that outlined the outcomes of the competitive Your Build tender exercise that had taken place in relation to the extension of Wath Church of England Primary School (Minute No. D63 of 13th November, 2013, refers).

The extension project related to the addition of four classrooms, internal refurbishment works, asbestos removal and refurbishment of the School's library. The additions would be carried out in a sympathetic manner to the existing building, which was 150 years old.

The Cabinet Member requested a break-down of the structure of the management and professional fees within the overall cost.

Resolved: - That the tender submitted by George Hurst & Sons Ltd. dated 11th November, 2013, be accepted.

D74. 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 15th January, 2014, to start at 9.00 a.m. in the Rotherham Town Hall.

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

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

An apology for absence had been received from Councillor Burton.

E35. DECLARATIONS OF INTEREST.

No Declarations of Interest were raised.

E36. MINUTES OF THE PREVIOUS MEETING HELD ON 18TH NOVEMBER, 2013.

The minutes of the previous meeting of the Cabinet Member for Communities and Cohesion held on 18th November, 2013, were discussed.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record.

E37. VULNERABLE PERSONS' UNIT - SIX-MONTH UPDATE.

Councillor M. Hussain, Cabinet Member for Communities and Cohesion, introduced DS Nigel Taaffe, South Yorkshire Police, and Carol Adamson, Community Engagement Officer (Community Engagement, Housing and Neighbourhood, Neighbourhood and Adult Services Directorate). Nigel and Carol had prepared an update on the previous six-months' running of the Vulnerable Persons' Unit (VPU).

The VPU was a joint unit ran by the Council and South Yorkshire Police and was shortly due to co-locate in to Riverside House, where all partners would share a base.

Rotherham's VPU was set-up to help vulnerable people, who were often below social care thresholds but, as a cohort, were placing a high demand on the emergency services, in particular the police. The VPU co-ordinated the case management and information sharing processes for cases involving vulnerable people, to improve outcomes and use of resources. The VPU also had an overview of hate crime, tensions and community tension management.

The VPU used the Vulnerable Adult Risk Management (VARM) framework to assess referrals of medium and high risk individuals. The VPU ensured that there was effective information sharing, risks were monitored and reduced and the demand on all agencies was reduced. The use of the VARM ensured that there was an effective audit trails of decision-making and accountability.

There had been 20 VARMs undertaken on 9 individuals. The VPU intended that they be on-going, regular meetings, and more were planned. However, the VPU did not have any administrative support. Administrative tasks were a key part of the success of the VARM framework.

Case studies relating to the use of VARMs following reports to the VPU were shared. These demonstrated the effectiveness of the VPU in tracking that individual's contact to the Police, and the direct reduction in policing hours. The timeline of the case studies showed that, over time, the call on policing resources was reduced.

The information sharing protocols that existed between the Partner Agencies ensured that all were aware of the referral to the VPU and the interventions already in place. Case notes would inform workers how to approach the individual in-line with the multi-agency interventions.

The VPU had taken on 24 additional cases on behalf of voluntary organisations relating to individuals requiring mental health support. Feedback from Partners was positive in that the cases were moving forward.

Further information was provided relating to: -

- Anti-Social Behaviour Orders;
- Creation on 'Key Individual Networks' (KINs);
- 16 voluntary and community organisations had signed-up as reporting centres so that individuals could report incidents in locations where they felt comfortable;
- Following a RotherFM campaign over the summer months, an increase in reports of disability crimes was seen.

Future tasking for the VPU: -

- The move to Riverside House;
- Participation in the Joint Area Groups;
- New anti-social behaviour legislation was expected in April, 2014;
- Project Shanaz in the longer term.

Discussion ensued on the information provided: -

- How did the VPU work with individuals when there were multiple and complex issues?;
- Were the ways that the VPU was communicating with individuals the most appropriate in terms of literacy levels, access to technology and language skills?;
- 'Demand management' for the VPU's services whilst it had limited resources.

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

(2) That information be developed for Elected Members in relation to the Vulnerable Persons' Unit.

E38. AN UPDATE ON THE CREATION OF AN INTEGRATED YOUTH SUPPORT SERVICE IN ROTHERHAM.

Chris Brodhurst-Brown, Head of the Integrated Youth Support Service (Schools and Lifelong Learning, Children and Young People's Services Directorate) was welcomed to the meeting to present the submitted report in relation to development of a performance management framework for the Service. This included a 'dashboard' of Key Performance Indicators and a quality assessment plan.

Continuing work in the Service was to ensure the provision of youth focused one-to-one support for vulnerable young people. Across the Service a standardised information recording system was being used, with the exception of the Youth Offending Service, which was using the Carework information recording system, which was compatible with the Youth Justice Board. The standardised information recording system improved outcomes and demonstrated a young person's journey throughout the Integrated Youth Support Service (IYSS).

Appendix One to the submitted report demonstrated the continuum of needs that was used to organise services within Rotherham's Children and Young People's Services. This diagram, also known as the 'windscreen', showed universal services to acute specialist services. Social care interventions were placed in the highest 'Acute' category. The second diagram in the appendix demonstrated how some of the functions of the IYSS fitted into the Continuum of Needs. The IYSS worked across the windscreen from Universal provision up to and including Acute Specialist Services, alongside social care practitioners.

A comprehensive dashboard of Key Performance Indicators was being created from the IYSS's contribution to the Continuum of Needs. This document included links to the relevant Strategic Plans throughout Children and Young People's Services and corporate-wide.

Consideration was also given to the Youth Offending Services' Improvement Action Plan and Performance Indicators submitted at Appendix Two. The action plan was in response to the outcomes of the Short Quality Screening of youth offending work between 12-14th November, 2012, by HM Inspectorate of Probation. All performance indicators had been completed, apart from one Amber rated area that remained. This related to the provision of training, which was due to take place in the early New Year, 2014. It was intended that these documents would form the continuing performance monitoring governance of the Service through the Safer Rotherham Partnership and the Cabinet

Member for Communities and Cohesion.

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

(2) That quarterly performance monitoring updates relating to the Integrated Youth Support Service and the Youth Offending Service be presented to the Cabinet Member for Communities and Cohesion.

E39. DATE AND TIME OF THE NEXT MEETING: -

Resolved: - That the next meeting of the Cabinet Member for Communities and Cohesion take place on Monday 27th January, 2014, to start at 12.00 noon in the Rotherham Town Hall.

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

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

An apology for absence was received from Councillor Andrews.

F27. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

F28. MINUTES OF THE PREVIOUS MEETING HELD ON 19TH NOVEMBER, 2013

The minutes of the previous meeting of the Cabinet Member and Advisers for Culture and Tourism held on 19th November, 2013, were considered.

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

F29. HERITAGE CRIME PROGRAMME

Consideration was given to a report, presented by the Customer and Cultural Services Manager, concerning a new national initiative entitled the 'Heritage Crime Programme', which is led by English Heritage. The aim of this programme is to reduce the rate of loss of England's historic sites and buildings through crime, by establishing a sustainable working relationship between key partners. These key partners include the police and the crown prosecution service, as well as English Heritage who have signed a memorandum of understanding which delineates responsibilities between them. A growing number of local authorities have also signed this agreement, including two of the South Yorkshire principal local authorities.

As part of this programme, a voluntary national network called the Alliance to Reduce Crime against Heritage has also been formed to harness the enthusiasm of the wider heritage community and to encourage action to tackle heritage crime at a local level. This network allows members to attend relevant training events, share information about heritage crime, highlight best practice and network with other members.

English Heritage is currently promoting this programme and network whilst seeking further signatories to the memorandum of understanding, in order that it may become an England-wide series of effective partnerships between organisations and communities to protect heritage.

Included with the submitted report were details of:-

- heritage assets within the Rotherham Borough area (by site and by electoral ward); and
- examples of recent heritage crime in the Rotherham Borough area.

It was noted that there was no charge to local authorities for membership of the Heritage Crime Programme.

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

(2) That, subject to there being no additional operating costs incurred, this Council shall become a signatory to the Memorandum of Understanding for the Heritage Crime Programme, in order to:-

(a) foster co-operation between the Programme's partner organisations; and

(b) allow the necessary flexibility in activities that are undertaken between these organisations, in relation to heritage crime.

(3) That a report be submitted to a future meeting of the Cabinet member and Advisers for Culture and Tourism detailing this Council's specific responsibilities under the terms of the memorandum of understanding for the Heritage crime Programme.

F30. CYCLE YORKSHIRE - LEGACY LAUNCH

Further to Minute No. 25 of the meeting of the Cabinet Member and Advisers for Culture and Tourism held on 19th November, 2013, discussion took place on the Cycle Yorkshire Legacy Launch, arranged by the Welcome to Yorkshire organisation, as part of the build-up to the Grand Départ of the Tour de France cycle race in Yorkshire in July 2014. The Launch event had taken place at Kettlethorpe High School, Wakefield on Tuesday 12th November, 2013 and was chaired by Councillor David Dagger of Wakefield District Council. Highlights of the Launch event and the build-up to the cycle race are:-

- : the promotion of cycling in the United Kingdom;
- : Yorkshire's regional commitment to build a ten-years cycling legacy;
- : the regional legacy, with the aim of increasing tourism in the whole Yorkshire region;
- : the 'Made in Yorkshire' film, first shown at the Tour de France route announcement in Paris in November 2013, which has been well received;
- : the cycle race attracts approximately 150 million television viewers, world-wide, each day; the Tour de France is the world's largest annual sporting event and, overall, the third largest sporting event in the world;
- : the cycle race is 'free to watch' from the side of the road;
- : the anticipation of millions of visitors to the Yorkshire region to watch the cycle race live; the region's natural beauty and attractions will be showcased to a world-wide audience;

- : the benefits to be gained by businesses in the region, both during the period of the race itself and in the future;
- : the Launch event had included professional bike riders from the Rotherham Borough area, speaking to school pupils about the benefits of cycling and the life of a professional cyclist;
- : the work of the legacy group and the development of the brand known as Cycle.Yorkshire.com;
- : the availability of the education resource pack at <http://cycle.yorkshire.com/education-pack>.
- : the education resource pack is aimed at pupils in Key Stage 2 and in Key Stage 3 – information about these resources has been provided for all schools in the Rotherham Borough area;
- : with funding from the Local Sustainable Transport Fund until 31 March 2015, a regional delivery plan and local action plans are being provided to facilitate cycle training for all age groups (eg: the Bikeability scheme);
- : emphasis is placed upon the safety of cyclists on the highway.

Members noted that there will be a larger media event, to launch the Grand Départ of the Tour de France, nearer to the date of the race. In addition, there will be a Cultural Festival commencing on Thursday 27th March, 2014, this day being the 100-day milestone until the Tour arrives in Yorkshire. The Cultural Festival lasts until Sunday 6th July 2014 and provides an opportunity to:-

- create a global showcase for the best of Yorkshire's artistic talent;
- push boundaries and raise Yorkshire's creative profile;
- produce activity that leaves a legacy for artists, participants and audiences;
- draw communities and artists together to celebrate the Grand Départ of the Tour de France in Yorkshire.

Resolved:- That the information be noted and Elected Members continue to be informed of the cultural, recreation and sporting activities taking place in the region during the lead-up to the Grand Départ of the Tour de France in Yorkshire in 2014.

F31. ARCHIVES AND LOCAL STUDIES SERVICE - ANNUAL CLOSURE

Consideration was given to a report presented by the Customer and Cultural Services Manager requesting permission to close the Archives and Local Studies search-room to the public for five days from Monday, 27th January until Saturday 1st February, 2014 (inclusive), in order to carry out essential maintenance work to the various historic collections, especially the archive material for the York and Lancaster Regiment.

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

(2) That the closure to the public of the Archives and Local Studies search-room, for five days in January and February, 2014, to carry out the essential maintenance work as now reported, be approved.

F32. DATE AND TIME OF THE NEXT MEETING

Resolved:- That the next meeting of the Cabinet Member and Advisers for Culture and Tourism take place on Tuesday 14th January, 2014, to start at 10.00 a.m., in the Rotherham Town Hall.

CABINET MEMBER FOR CULTURE AND TOURISM
14th January, 2014

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

F33. DECLARATIONS OF INTEREST.

No Declarations of Interest were made.

F34. MINUTES OF THE PREVIOUS MEETING HELD ON 17TH DECEMBER, 2013.

The minutes of the previous meeting of the Cabinet Member for Culture and Tourism held on 17th December, 2013, were discussed.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record.

F35. WELCOME TO YORKSHIRE.

Councillor A. Rushforth, Cabinet Member for Culture and Tourism, welcomed Dee Marshall, Head of Communications, Welcome to Yorkshire, and Rotherham Council's Head of Corporate Communications and Marketing, and the Regeneration Manager to the meeting. A presentation had been prepared informing the Cabinet Member on Rotherham's subscription to Welcome to Yorkshire and the benefits that this membership brought to the Council and Rotherham's wider economy.

Further to Minute No. F25 (The Future of Tourism and the Visitor Economy in Rotherham) of the Cabinet Member for Culture and Tourism held on 19th November, 2013, the update that had been prepared for this meeting responded to the agreed actions.

Dee Marshall spoke about the remit of Welcome to Yorkshire: -

- Welcome to Yorkshire worked with twenty-one local authorities across the Yorkshire region. A Service Level Agreement was in place with each local authority, and each paid a subscription to Welcome to Yorkshire;
- Welcome to Yorkshire was 100% funded from member subscriptions;
- The aims of Welcome to Yorkshire were: -
 - The increase the number of people visiting Yorkshire;
 - To encourage the visitors to Yorkshire to spend more money;
 - To encourage the visitors to Yorkshire to stay in the region for longer.
- To accomplish these aims, Welcome to Yorkshire undertook a number of activities: -

- Promotion of Yorkshire;
- Visitor economy infrastructure;
- Working with Visitor Information Centres (previously called Tourist Information Centres);
- Understanding and defining visitors.
- It was estimated that 8 out of 10 visitors to Yorkshire and Yorkshire attractions were from within the County.

Subscriptions: -

- There were differing subscriptions amounts for local authorities, from the minimum of around £10,000 to five-figure sums;
- Rotherham was paying near to the minimum contribution;
- Different Service Level Agreements existed for the different levels of subscription fees;
- Venues and businesses including bed and breakfasts paid a subscription of £200, £400 or £600 depending on their size, which were the lowest fees across the country;
 - The organisations across Yorkshire who had taken this type of subscription numbered in the thousands.
- 44 large organisations, including multi-national banks, paid an annual subscription of £10,000 and were classed as 'Y30' organisations;
- Welcome to Yorkshire operated as a not-for-profit organisation;
- Welcome to Yorkshire contributed the sub-regional Tourism Advisory Boards (North, South, East and West) but other ways of maintaining contact with the organisations who had taken a subscription were being explored.

Rotherham's benefits from being involved with Welcome to Yorkshire: -

- A list of attractions for Rotherham was maintained;
- Rotherham had its own dedicated page on Yorkshire.com which had recently passed the two million views mark. This made it the most visited tourism site outside of London destinations;
- Member organisations also had access to a legal helpline, small businesses were given a cash card machine as part of their membership and Welcome to Yorkshire had organised events in response to emergency issues to support members;
- The publication 'This is Y' was circulated in targeted areas through the Daily Telegraph. This included information about the Rotherham area and Rotherham businesses. Nothing would be included in relation to Rotherham if the Local Authority did not take up a subscription;
- Welcome to Yorkshire also published seasonal mini magazines that promoted all of the activities taking place across Yorkshire each season;

- Welcome to Yorkshire worked with Tourist Information Centres to promote the attractions and facilities of Yorkshire;
- Published stand-alone publications, one recent title had been 'Discover Turners' Yorkshire';
- Liaised with Journalists to encourage them to write features about Yorkshire;
 - A large attraction in Rotherham had been featured in The Sun in what would have been the equivalent of £35,000 of advertising space, which was a clear business benefit and alone outweighed the cost of subscription.
- The 'Days Out' and 'What's On' pages were the most visited areas of Welcome to Yorkshire's website;
- Welcome to Yorkshire had a social media page. Tweets sent by the organisation could be re-tweeted and could result in millions of views. This was a free resource and reached a wide and diverse audience across the globe;
- Rotherham no longer had a dedicated tourism function within its structure. However, the Cabinet Member had previously committed to the Welcome to Yorkshire subscription as way of ensuring elements of this work (including promoting Rotherham) were continuing;
- Welcome to Yorkshire had scaled back their research and data operations in order to concentrate resources on marketing activities following significant reductions in funding.

Discussion ensued on the information presented: -

- How did Welcome to Yorkshire monitor the uptake and benefits of 'This is Y' and the seasonal mini-magazines?
 - The resources were in high demand and all copies were accounted for.
 - Hits on the relevant pages of the website were monitored following publications.
 - The visitor numbers at featured attractions were tracked post publication.
- In addition to its large attractions, Rotherham also had lots of smaller attractions that visitors should be made aware of.
- Visitors to attractions across Yorkshire were not swayed by administrative boundaries, so Yorkshire needed a single organisation that oversaw tourism strategy and promotions.
- Rotherham bordered other counties and consideration should be given to co-ordinating with those areas' Destination Management Organisations.

The Cabinet Member thanked Dee Marshall for her presentation on the benefits of the Welcome to Yorkshire subscription and was pleased that the subscription the Rotherham Local Authority paid was also working to the benefit of all of the individual member organisations across the Borough, in particular advertising space and promotions exposure.

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

(2) That the Cabinet Member receive continuing updates relating to Rotherham's annual subscription to Welcome to Yorkshire, at the time that the annual Service Level Agreement was negotiated and a six-month progress update.

(3) That the Cabinet Member receive an update on the Local Government Yorkshire and the Humber elected member task group looking at a visitor economy strategy task group, due to meet in early February.

(4) That the Head of Corporate Communications and Marketing update the Chair of the Overview and Scrutiny Management Board on the outcome of this meeting.

F36. COMMUNICATIONS UPDATE.

The Head of Corporate Communications and Marketing gave an update on communications issues in relation to marketing the Borough.

Issues discussed included: -

- The afore-mentioned elected member task group;
- A recent report by the LGiU in relation to the economic contribution of the tourist industry;
- Welcome to Yorkshire's 2014 conference entitled 'Tour de Force' that planned to look at the official tourism and business focus based on Yorkshire's Grand Depart of the 2014 Tour de France.

Discussion ensued on the information presented. It was agreed that, although attendance was at no-cost, Rotherham would not attend the 'Tour de Force' conference as there would be other expenses associated with attendance, in line with the Council's moratorium on non-essential spend.

Discussion was also undertaken on the Council's social media presence, including the policies governing its use and the added benefit that allowed Members, Officers and others close to communities to circulate useful and important information to their contacts, and how information reached a wider audience at low or no cost.

Resolved: - That the information shared be noted.

F37. LEISURE AND GREEN SPACES FEES AND CHARGES 2014/2015.

Consideration was given to the report presented by the Leisure and Green Spaces Manager (Leisure and Green Spaces, Streetpride, Environment and Development Services Directorate) relating to the

proposed fees and charges for Leisure and Green Spaces' Services during the 2014/2015 financial year.

The Leisure and Green Spaces Manager described the background to the proposed charges. Generally they had been increased by at least the rate of inflation. Where this was not the case, it is either because implementing a price increase would incur additional costs (e.g. for changing ticket machines) or because managers felt that a unit price increase would reduce overall income due to its impact on levels of business. Many Services operated a concessionary rate and, in some cases, a junior Rothercard rate. Concessions were not restricted to off-peak times, which was the case in many other local authorities.

In most cases the proposed charges would take effect on 1st April 2014. However, as indicated in Appendix B, proposed charges for allotments and Rother Valley Country Park water-sports would take effect on other dates. The proposed charges for allotments related to the financial year 2014/15 as legislation required twelve-months' notice to be given of any rent increase. The proposed charges for water-sports would start on 17th February, 2014, when the service starts for the 2014 season.

Discussion ensued on the proposed fees and charges within the submitted report.

Resolved: - That the proposed fees and charges for Leisure and Green Services in the financial year 2014/15, as set out in the detailed report, be approved.

F38. DATE AND TIME OF THE NEXT MEETING: -

Resolved: - That the next meeting of the Cabinet Member for Culture and Tourism take place on Tuesday 18th February, 2014, to start at 10.00 a.m. in the Rotherham Town Hall.

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

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

G68. MINUTES OF THE PREVIOUS MEETING HELD ON 1ST NOVEMBER, 2013

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Regeneration and Development, held on 1st November, 2013, be approved as a correct record for signature by the Chairman.

G69. ROTHERHAM LOCAL WILDLIFE SITE SYSTEM - ANNUAL SERIES UPDATE 2013

Further to Minute No. G96 of the meeting of the Cabinet Member and Advisers for Regeneration and Environment held on 24th January, 2011, consideration was given to a report presented by the Leisure and Green Spaces Manager concerning the 2103 update of the list of Local Wildlife Sites in Rotherham. The information forms part of the evidence base for the Local Plan and is used in the determination of relevant planning applications.

The report stated that Rotherham's Local Wildlife Site series identifies sites of substantive nature conservation value in accordance with DEFRA best practice. The adoption of the Rotherham Local Wildlife Site system and the initial series of site boundaries were approved by the Cabinet on 17th December 2008 (Minute No. B139 refers). Sites of wildlife interest change over time due to management practices and natural processes. The Rotherham Local Wildlife Site system accommodates changes by enabling new sites to be added and site boundaries to be altered or removed whenever new areas of interest are identified, or if sites no longer meet the standards set by the system.

During 2013, one site was proposed as a new candidate Local Wildlife Sites. Foers Wood, Aston, is a privately owned site of mature, wet woodland with running and standing water features, managed for wildlife. There is no public access to the site and the isolation and lack of disturbance, combined with the positive management by the landowners, has developed a diverse, complex woodland site. The assessment confirmed that the site has demonstrated substantive nature conservation value by meeting at least one of the selection criteria and it is therefore proposed that Foers Wood, Aston is added to Rotherham's existing Local Wildlife Site series.

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

(2) That the Rotherham Local Wildlife Site 2013 boundaries, as shown in the report now submitted, be endorsed.

(3) That the inclusion of Foers Wood, Aston in Rotherham's Local Wildlife Site series be approved.

G70. ROTHERHAM ECONOMIC REGENERATION FUND (RERF) - PUBLIC REALM - HIGH STREET, ROTHERHAM

Consideration was given to a report, presented by the Economic Development Manager, concerning the proposed public realm works on High Street, Rotherham as part of the Townscape Heritage Initiative programme. The report detailed the cost of the proposal and the sources of funding. A contribution was required from the Rotherham Economic Regeneration Fund (RERF).

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

(2) That a revenue contribution of £22,000 be allocated from the Rotherham Economic Regeneration Fund towards the cost of the public realm works on High Street, Rotherham.

G71. FINANCIAL AND STATISTICAL REPORT FOR PARKING SERVICES FOR THE FINANCIAL YEAR 2012/2013

Consideration was given to a report presented by the Parking Services Manager giving details of statistics and income and expenditure for Parking Services for the financial year 2012/2013. The report highlighted:-

- the Traffic Management Act 2004, which requires parking authorities to report each year on financial and statistical information;
- parking enforcement and appeals against penalty notices;
- the review of parking within the Rotherham town centre (a number of initiatives were detailed in the report);
- parking issues affecting schools;
- the acquisition, during the 2012/13 financial year, of a vehicle-mounted closed circuit television system to facilitate the lawful enforcement of illegal parking activities; the vehicle and cctv system have been fully deployed since the beginning of October 2013;
- Disabled Parking (blue badges) and fraud investigation;
- income, expenditure and statistical information for Parking Services (the account surplus being derived from car parking charges, not from parking penalty charge notices);
- collection of debts.

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

(2) That the report be approved for publication.

(3) That a progress report be submitted to a future meeting of the Cabinet Member and Advisers for Regeneration and Development concerning the use of the vehicle-mounted closed circuit television system in respect of parking enforcement.

G72. CYCLING IN THE ROTHERHAM TOWN CENTRE VEHICLE RESTRICTED AREA AND CHANGE TO HOURS OF ACCESS FOR LOADING AND UNLOADING

Further to Minute No. G1 of the meeting of the Cabinet Member and Advisers for Town Centres, Economic Growth and Prosperity held on 28th May, 2012, consideration was given to a report presented by the Transportation and Highways Projects Manager and the Highways Engineer, detailing the outcome of the consultation into proposals to permit cyclists to use the Rotherham town centre Vehicle Restricted Area and to extend the hours of access for loading/unloading. Two of the proposals contained in the report were to:-

(i) permit cyclists to use the Rotherham town centre Vehicle Restricted Area to improve access by bicycle to facilities or services such as employment, retail and education within this area, or to those cyclists who may wish to travel across the town centre; and

(ii) extend the hours of access for loading/unloading in the zone from its current 5.00 pm to 10.00 a.m. to 4.00 pm to 10.00 a.m., to allow more flexible access to premises and to the street market.

The report stated that permitting cyclists to use the town centre Vehicle Restricted Area requires three changes to existing Traffic Regulation Orders:-

- the no vehicles restriction needs to be changed to a no motor vehicles restriction;
- cyclists need to be allowed to cycle the "wrong way" down the one-way streets in the town centre Vehicle Restricted Area; and
- cyclists need to be exempted from some of the prescribed and prohibited turns within the town centre Vehicle Restricted Area.

Details of these proposals were illustrated shown on plans numbered 126/14/TT563, 126/14/TT564 and 126/14/TT565, which were included with the submitted report.

Members noted the various representations received, especially the views of some town centre retail businesses, of the South Yorkshire Police and of the two organisations Action for Blind People and Help the Aged. Comments had also been received from the Rotherham Visually Impaired group and from the Rotherham Older People's Forum. Some of these comments expressed concerns about perceived dangers to pedestrians of cyclists riding through the town centre.

Reference was made to research by the Transport Research Laboratory, undertaken for the Department for Transport, which had found no real factors to justify excluding cyclists from pedestrianised areas and that accidents between pedestrians and cyclists were very rarely generated in pedestrianised areas. The proposed Traffic Regulation Order would not permit cyclists to use any part of All Saints Square, and of Howard Street between Effingham Street and Frederick Street.

The proposal was not being considered in isolation and further improvements to make the Rotherham town centre more attractive for cycling and walking were also being progressed or were currently being developed. Members agreed that the proposal to permit cycling in the town centre Vehicle Restricted Area should be implemented initially on an experimental basis only, for a period of twelve months, in order to gauge whether there are any problems being caused. Detailed monitoring arrangements will also be in place, with progress reports being submitted to Elected Members at quarterly intervals after implementation.

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

(2) That objections to the proposed scheme to permit cyclists to use the Rotherham town centre Vehicle Restricted Area and to extend the hours of access for loading/unloading, as contained in the report now submitted, be not acceded to at this time.

(3) That, further to resolution (2) above, proposed Traffic Regulation Order, as detailed in the report now submitted, be made on an experimental basis for a period of twelve months.

(4) That, during the period of the experimental Traffic Regulation Order, monitoring be undertaken and liaison take place with interested groups on the operation of the Traffic Regulation Order.

(5) That, after implementation of the Traffic Regulation Order, further reports be submitted to meetings of the Cabinet Member and Advisers for Regeneration and Development, at quarterly intervals, detailing the progress of the monitoring of the scheme in the Rotherham town centre.

G73. ENVIRONMENT AND DEVELOPMENT SERVICES - REVENUE BUDGET MONITORING 2013/14

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 31st October, 2013, including the forecast out-turn of overspending of £504,000 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 October, 2013, be noted.

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

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT
11th December, 2013**

Present:- Councillor Smith (in the Chair); Councillor Clark.

Councillor Pickering was also in attendance.

Apologies for absence had been received from Councillor Godfrey.

G74. MINUTES OF THE PREVIOUS MEETING HELD ON 2ND DECEMBER 2013

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

G75. ROTHERHAM TOWN CENTRE - FREE PARKING ON SATURDAYS BEFORE CHRISTMAS 2013

Further to Minute No. 55 of the meeting of the Cabinet Member and Advisers for Regeneration and Development, consideration was given to a report presented by the Economic Development Manager, seeking approval for the allocation of £9,000 from the Rotherham Economic Regeneration Fund towards the funding of 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.

Members noted that, of the £24,000 allocation from Environment and Development Services revenue budgets, £15,000 is to be drawn from the British Land contribution to Rotherham town centre initiatives. The suggested funding also covers the cost of implementing a comprehensive marketing and communications plan, to inform shoppers and residents of the free parking incentive.

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.

It was noted that the scheme was well regarded by local businesses and had contributed to increased footfall in the town centre in previous years.

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

(2) That an allocation of £9,000 from Rotherham Economic Regeneration Fund, as detailed in the submitted report, be approved as a contribution to (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, in the Rotherham town centre, for the period 16th November, 2013 to 21st December, 2013 (inclusive).

G76. DATE AND TIME OF NEXT MEETING: -

Resolved: - That the next meeting of the Cabinet Member and Advisers for Regeneration and Development take place on Monday 13th January, 2014, to start at 10.30 a.m. in the Rotherham Town Hall.

CABINET MEMBER FOR REGENERATION AND DEVELOPMENT
13th January, 2014

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

G77. MINUTES OF THE PREVIOUS MEETING HELD ON 11TH DECEMBER 2013

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Regeneration and Development, held on 11th December, 2013, be approved as a correct record for signature by the Chairman.

G78. MINUTES OF A MEETING OF THE RMBC TRANSPORT LIAISON GROUP HELD ON 4TH DECEMBER, 2013

Consideration was given to the minutes of a meeting of the Transport Liaison Group held on 4th December, 2013.

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

G79. ENVIRONMENT AND DEVELOPMENT SERVICES - REVENUE BUDGET MONITORING 2013/14

Consideration was given to a report presented by the Strategic Director for Economic and Development Services concerning the budget monitoring of the Environment and Development Services Directorate Revenue Accounts for the period to 30th November, 2013, including the forecast out-turn of overspending of £500,000 to the end of the 2013/14 financial year. The submitted report included information on the variances reported by each Division of Service. Specific reference was made to the Winter Maintenance budget, the Council's land and property bank and the funding for ICT.

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 30th November, 2013, be noted.

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

G80. ALTERATIONS TO BUILDING CONTROL FEES AND CHARGES 2014

Further to Minute No. 120 of the meeting of the Cabinet Member and Advisers for Town Centres, Economic Growth and Prosperity, held on 23rd April, 2012, consideration was given to a report, presented by the Building Control Manager, which set out proposed changes to the standard fees and charges for the submission of Building Control applications. The report also referred to a proposed new fee for undertaking demolition works, where notice is required in accordance with Sections 80 and 81 of the Building Act 1985.

Members noted that the proposal is to increase the fees by a nominal £25 per application, which aims to reflect the increase in work-load which the additions and changes to the Building Regulations have produced over the past four years. Details of the current and proposed fees were included in the report, for comparative purposes.

In respect of the proposed new fee for undertaking demolition works, it was noted that previously this work has been undertaken with no charge. A fee of £125 is proposed, which reflects the cost of work undertaken by building control to process and administer Demolition Notices.

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

(2) That the revised fees and charges for Building Control services, as set out in the report now submitted, be approved and implemented on 1st May, 2014.

(3) That the introduction of the new fee of £125.00 for undertaking demolition works, as now reported, be approved and implemented on 1st May, 2014.

G81. WESTGATE TO CLIFTON PARK CYCLE ROUTE, ROTHERHAM - PHASE 1, WESTGATE TO WELLGATE

Further to Minute No. G1 of the meeting of the Cabinet Member and Advisers for Town Centres, Economic Growth and Prosperity held on 28th May, 2012, consideration was given to a report presented by the Transportation and Traffic Manager concerning the results of consultation on Phase One of a proposed scheme to create a cross town cycle route from Westgate to Clifton Park via High Street in Rotherham town centre.

In summary, the proposed scheme involves:-

: changing the operation of the existing traffic signals at the Westgate/Corporation Street junction to allow cyclists to travel into High Street;

: the installation of pedestrian signals for the crossings at the bottom of Ship Hill and on the High Street entry to the junction;

- : permitting un-segregated cycling on the trafficked section of High Street, outside of the Imperial Buildings;
- : permitting two-way cycling on the one-way section of High Street within the town centre vehicle restricted area;
- : installing a flat-top road hump at the junction of Moorgate Street and High Street, adding an additional traffic calming feature to the town centre 20mph zone;
- : environmental improvements to High Street to upgrade the existing mismatched and aging paving to provide a high quality streetscape;
- : the installation of new, brighter street lighting in the High Street/Moorgate Street area;
- : a review and rationalisation of existing street furniture to de-clutter the High Street/Moorgate Street area;
- : indicating a route to guide cyclists to a newly-created advanced stop line at the Wellgate/College Road/Doncaster Gate junction to allow them to enter this junction safely and continue their journey onwards along Doncaster Gate.

Members asked for information about the monitoring and counting of the number of cyclists around the Rotherham town centre.

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

(2) That the outcome of the consultation process, as now reported, be noted.

(3) That, subject to consent being granted by the Cabinet to the proposal to permit cycling within the Rotherham town centre vehicle restricted area (Minute No. 164 of the meeting of Cabinet held on 15th January, 2014, refers), the cross-town cycle route from Westgate to Wellgate, Rotherham, as now reported, be implemented during the current financial year.

(4) That, further to resolution (3) above, the implementation of the cross-town cycle route be monitored and a progress report submitted to a meeting of the Cabinet Member and Advisers for Regeneration and Development within three months of implementation.

G82. PROPOSED EXTENSION OF EXISTING SHARED USE FOOTWAY ON BAWTRY ROAD (BETWEEN THE WORRYGOOSE AND ROTHERWAY ROUNDABOUTS) TOWARDS CANKLOW

Further to Minute No. G1 of the meeting of the Cabinet Member and Advisers for Town Centres, Economic Growth and Prosperity held on 28th May, 2012, consideration was given to a report presented by the Transportation and Traffic Manager concerning the outcome of the consultation into a proposal to extend the existing shared use footways on Bawtry Road (between the Worrygoose and Rotherway roundabouts) towards Canklow and seeking approval for the scheme to be implemented. The proposals would provide an off-road and quiet road

cycle route all the way from the Whiston/Worrygoose area to the Rotherham town centre.

The detailed design of this scheme and the proposed layout were shown on the submitted drawing number 129/17/TT208. In summary, the scheme involves:-

- converting two lengths of existing footway into shared use footways with widening to 3 metres where this is practical; this design would allow cyclists to ride legally in both directions on the footway;
- creating a new length of shared use footway in the verge on the service road which runs parallel to Bawtry Road at Canklow Meadows;
- allowing contra-flow cycling on part of the one-way service road; this design would allow cyclists to cycle legally the wrong way down this lightly trafficked one way street; there would be short lengths of on-carriageway cycle lane at the start and at the end of the contraflow section and signs would be erected to inform drivers that there is on-carriageway contraflow cycling;
- installing four round-top road humps on the service road to reduce traffic speeds to around 20 mph; such a design could discourage traffic from diverting onto the service road when traffic is queuing on West Bawtry Road and would also reduce the speed of these vehicles.

The report referred to the objections to this scheme, which had been received by the Council during the consultation process.

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

(2) That the objections to the proposed scheme, as now reported, be not acceded to at this time.

(3) That the scheme to extend the existing shared use footways on Bawtry Road (between the Worrygoose and Rotherway roundabouts) towards Canklow, as now reported, be implemented during the 2013/2014 financial year.

G83. POOL GREEN ROUNDABOUT (CENTENARY WAY/MAIN STREET/MASBROUGH STREET, ROTHERHAM) – CONVERSION TO A SIGNALISED CROSSROADS

Further to Minute No. G30 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 29th July, 2013, consideration was given to a report presented by the Transportation and Traffic Manager outlining the progress with the detailed scheme assessment and traffic modelling regarding the successful funding bid to improve the A630 Pool Green Roundabout (Centenary Way, Rotherham) utilising the Department for Transport Pinch Point Fund. The report sought approval for implementation of the preferred scheme, subject to the agreement of the Department for Transport and the securing of the required Traffic Regulation Orders, and the extension of the commission

to WSP UK to undertake detailed design, monitoring and evaluation of the scheme.

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

(2) That the proposals, as now reported, to improve the Pool Green Roundabout (junction of the A630 Centenary Way, Main Street and Masbrough Street, Rotherham) to a signalised junction in accordance with the principles of WSP UK drawing number SK-005 REV E, be approved subject to agreement from the Department for Transport and the scheme be implemented subject to the satisfactory completion of the statutory processes.

(3) That the Traffic Regulation Orders required to implement the scheme be secured, to include appropriate consultation in accordance with the statutory process and any objections received shall be reported to a future meeting of the Cabinet Member and Advisers for Regeneration and Development.

(4) That the commission to WSP UK be extended to include detailed design processes and the monitoring and evaluation for the scheme as required by the Department for Transport.

G84. B6053 CHESTERFIELD ROAD/ PARK HILL, SWALLOWNEST - PROPOSED ROUNDABOUT AND ZEBRA CROSSINGS

Further to Minute No. G106 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 19th March, 2012, consideration was given to a report presented by the Transportation and Traffic Manager a proposal to replace the existing traffic signal installation on the B6053 Chesterfield Road, Swallownest (at its junction with Park Hill and with Rotherham Road) with a mini-roundabout and zebra crossings.

The report stated that the original design would not meet the necessary inter-visibility criteria. Therefore, an alternative junction layout is proposed which replaces the end-of-life traffic signal installation with a mini-roundabout and two zebra crossings on the eastern and western arms of the junction. This design was shown on the submitted drawing number 126/17/TT259.

In order to inform drivers of the changing road environment, it was also proposed to reduce the speed limit on the B6053 Chesterfield Road from 40 mph to 30 mph, between the mini-roundabout and the existing pedestrian refuge. This proposal would create a gateway feature at the position of the refuge on the southern approach to the mini-roundabout. Members asked that measurement be taken of the speed of vehicles travelling along Chesterfield Road.

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

(2) That, subject to completion of the statutory and public consultations, the existing traffic signal installation on the B6053 Chesterfield Road, Swallownest (at its junction with Park Hill and with Rotherham Road) be removed and replaced with a mini-roundabout and zebra crossings as described in the submitted report and shown on drawing number 126/17/TT259.

(3) That the speed limit on the north part of the B6053 Chesterfield Road, Swallownest, as shown on drawing No 126/17/TT259 submitted, be reduced from 40mph to 30mph.

G85. ASSOCIATION FOR PUBLIC SERVICE EXCELLENCE - MEETING ON 24TH JANUARY 2014 - EDINBURGH

Resolved:- That one Elected Member be authorised to attend the above meeting of APSE member authorities.

**CABINET MEMBER FOR ADULT SOCIAL CARE
9th December, 2013**

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

H51. DECLARATIONS OF INTEREST

Councillor P. Russell declared a personal interest in Minute No. 54 (Charging Exemptions for Non-Residential Care).

H52. MINUTES OF PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 18th November, 2013.

Resolved:- That the minutes of the meeting held on 18th November, 2013, be approved as a correct record.

H53. HEALTH AND WELLBEING BOARD

The minutes of the meeting of the Health and Wellbeing Board held on 16th October, 2013, were noted.

H54. CHARGING EXEMPTIONS FOR NON-RESIDENTIAL CARE

The Director of Health and Wellbeing submitted a report on the Fairer Charging Policies for Home Care and other non-residential Social Services issues under Section 7 of the Local Authority Social Services Act 1970 which set out guidance and a statutory framework for calculating how much someone should pay towards their non-residential services. However, in some incidences, applying charges to Services assessed to meet eligible needs could prevent some of the most vulnerable customers from accessing Services. The proposed Policy would regularise the inconsistencies.

Social Care assessors would need to ensure all assessments, risk assessments and support plans were completed, clearly identifying any risks and stating why an exemption to charges was required and support/services needed to meet the individual's eligible needs.

The Team Manager would then approve, authorise and, where urgent authorisation was required outside of the Resource Allocation Panel, approved by a Service Manager. The proposed exemption categories were:-

- Housing - risk of being serviced notice by Environmental Health if not supported to improving living conditions
- Risk of continuing cycle of self-neglect causing critical level of risk to health

- Anti-social behaviour incidents – support to report to Police when incidents happened enabling the Police to respond more quickly
- Substance misuse, risk of malnutrition, loss of dignity and support to access services i.e. Clearways for treatment
- Risk of deterioration in mental health, low mood, suicidal ideation should support not be provided

Resolved:- (1) That the Policy be referred to Cabinet for adoption by full Council.

(2) That a report be submitted in 12 months.

H55. ROTHERHAM LEARNING DISABILITY PARTNERSHIP BOARD

The notes of a meeting of the Rotherham Learning Disability Partnership Board held on 25th October, 2013, were submitted for information.

H56. ADULT SERVICES REVENUE BUDGET

Consideration was given to a report presented by Mark Scarrott, Finance Manager (Neighbourhoods and 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 October, 2013.

It was reported that the forecast for the financial year 2013/14 was an overspend of £1.366M against an approved net revenue budget of £72.809M. The main budget pressures related 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

- A slight underspend based on estimated charges including training

Older People

- A forecast overspend on In-House Residential Care due to slippage on implementation of budget savings target and recurrent budget pressure on Residential Care income
- Recurrent budget pressures in Direct Payments, however, client numbers had reduced since April together with a reduction in the average cost of packages
- Underspend on In House Transport.
- Forecast underspend on Enabling Care and Sitting Service, Community Mental Health, Carers' Services and planned delays on the recruitment to vacant posts within Assessment and Care

Management and Community Support plus additional income from Health

- Overspend on independent sector Home Care due to an increase in demand since April
- Overspend on independent residential and nursing care due to an additional 47 clients receiving a service than forecast. 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
- Minor underspend in other non-pay budgets due to moratorium on non-essential spend

Learning Disabilities

- 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 a delay on the 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 in independent Day Care reduced due to additional Continuing Health Care funding and 1 client moving out of the area
- High cost Community Support placements resulting in forecast overspend
- Delay in developing Supported Living Schemes plus additional funding from Health resulting in a forecast underspend
- Efficiency savings on Service Level Agreements for Advice and Information and Client Support Services was reducing the overall overspend
- Lower than expected increase in demand for Direct Payments
- Additional staffing costs and essential repairs within In-House Residential Care offset by planned delays in recruiting to vacant posts within Assessment and Care Management

Mental Health

- Projected overspend on Residential Care budget due to a slippage on budget savings target plan to move clients into Community Support Services offset by an underspend in Community Support budget
- Budget press on Direct Payments but additional income recovery was reducing the overall pressure on budget
- Overspends on employees' budgets due to lower than staff turnover, additional overtime and agency cover

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 moved to Direct Payments
- Forecast underspend on Residential and Nursing Care due to planned slippage in developing alternatives to respite provision
- Reduction in contract with independent sector Day Care provider
- Underspend on equipment and minor adaptations budgets
- Forecast efficiency 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 October, 2013, was £244,050 (no off contract) compared with actual expenditure of £161,371 (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 £235,327 spent up to the end of October, 2013, on non-contractual overtime for Adult Services compared with expenditure of £216,957 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:-

- Continuing monthly increase on independent residential and nursing care – more people were moving from short stay to long stay compared to 2012/13
- Direct Payments – generally the numbers were not increasing since the beginning of the year.
- A review of Direct Payments was underway including packages over £200 per week, Home Care packages over 25 hours a week and Learning Disability Residential Care high cost placements
- Winter Pressure funding had been announced but as yet no detail was known as to whether any would be forwarded to local authorities

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

CABINET MEMBER FOR SAFE AND ATTRACTIVE NEIGHBOURHOODS
2nd December, 2013

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

An apology for absence was received from Councillor Astbury.

J50. REVISION OF RMBC'S COUNCIL HOUSING ALLOCATIONS POLICY

The Director of Housing and Neighbourhood Services submitted proposed revisions to the Allocations Policy to take into account the new flexibilities and opportunities offered to social housing landlords by the Localism Act 2011 and to make the system as fair as possible. The Policy also needed to be reviewed due to the size of the Housing Register and the likelihood of it increasing if no action was taken.

The proposed revisions had been considered by the Improving Places Select Commission, all Members Seminar, various stakeholders, applicants and staff. The consultation period had spanned over 1 year with the 3 key messages received being:-

- Council houses should be for people in housing need
- Rotherham Council homes should be for local people
- Council tenants with breaches in their tenancy should not be given another Council home

Full details of the proposed changes were set out in the report submitted but included:-

- Operate a Local Connection Criteria
 - A person will qualify to go on the Housing Register if they have a local connection to Rotherham for a minimum of 3 years
 - Operate a wider qualifying criteria
 - Create a Transfer Register by moving the applications from Council tenants with no tenancy breaches in the last 2 years from the current General Group into a Transfer Register
 - Create a Register of Housing Need with 3 groups
- Make changes to the advertised quota
- Amendments to the Register of Housing Need categories
 - Review applications with rent arrears and cumulative debt in accordance with the Council's Rent Policy
 - Changes to Policy and procedures in order to more effectively manage the Housing Register and encourage behaviour change
 - Cancellation of application following 2 refusals
 - Cancellation of application once applicant had agreed to major adaptation work that met their long term needs

- Unable to re-enter the Housing Register for 24 months, unless their circumstances changed, once an application had been cancelled
- Those accepted as statutory homeless who refused 1 suitable private sector/Council/RSL offer, downgraded to Band Three. On acceptance of a private rented offer, their application should be cancelled
- Encourage all new tenants to sign a Direct Debit or Standing Order to pay their rent and the right not to offer a property to those who could not afford to take on a tenancy

If approved, the Policy would be referred to the Cabinet for adoption by full Council and implementation in June, 2014. All applicants would receive a written explanation of the changes during March, 2014.

Discussion ensued with the following issues raised:-

- Emphasising to members of the public the need to only bid on those properties they were seriously interested in
- Instances where a property had been adapted for a couple but, following the death of 1 spouse, the remaining spouse was in an adapted property that was not required
- Implementation in June/July, 2014

Resolved:- (1) That the amendments to the Allocation Policy, set out in the report submitted, be approved.

(2) That the revised Allocation Policy, as set out in Appendix 2 of the report submitted, be approved.

(3) That the report be referred to Cabinet for adoption by Council.

J51. 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 £1.845M, a reduction of £754,000 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 £6.567M, together with Revenue contribution to Capital costs and interest received, would result in an overall deficit of £1.845M to be transferred from Working Balances.

Expenditure

Based upon expenditure and commitments to date, total expenditure was forecast to outturn at £73.125M compared to a budget provision of £73.090M, a decrease in spend of £35K. The main variations were:-

Contributions to Housing Repairs

- Repairs and Maintenance – Currently forecast to budget. The Empty Homes budget was difficult to forecast given it being a responsive service. At the end of Quarter 2 there had been 123 more completions than budgeted, the main reason being the impact of the Welfare Reform as more tenants requested a transfer to smaller properties. Overall forecast overspend on cyclical works offset by forecast underspends within unallocated Planned works to cover forecast overspends in responsive repairs and Empty Homes budget

Supervision and Management

- Forecast to outturn at £20.300M, overall overspend of £235k. The main reason for the variation was the transfer to the Furnished Homes reserve due to additional income as more clients used the Scheme reduced by lower than expected staff turnover and slippage on implementing the review of structures across a number of teams

Income

- Total forecast income collectable was £79.692M, an increase of £789k above budget
- Dwelling rental income was projected to over-recover by £85k as well as non-dwelling rents by £6k due to additional income from garage sites
- Income from charges for services and facilities were forecasting an outturn of £4.197M, an over-recovery of £595k mainly due to additional income on Furnished Homes due to increase in the number of clients. However, there was a forecast under-recovery of income from clients using Sheltered Neighbourhood Centres services as tenants opted out of the laundry charge and more than the anticipated level of voids on District Heating Schemes resulting in a slight under-recovery of income
- Other fees and charges were forecasting an over-recovery of income of £102k related to additional unbudgeted income in respect of the sale of tenants contents insurance, recovery of Court costs, income from second hand furniture and income from utility companies for the use of solar panels

Discussion ensued with the following issues raised/clarified:-

- The impact of the Bedroom Tax
- The number of tenants that had been in debt prior to the Bedroom Tax

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

J52. NEIGHBOURHOODS GENERAL FUND REVENUE 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 October, 2013.

The latest forecast showed an overall underspend of £93,000 against an approved net revenue budget of £2.463M as follows:-

Strategic Housing and Investment Service (+£11k)

- Small shortfall on the staffing budget

Housing Options (-£44k)

- Projected underspend on the Dispersed Units' Trading Account which would be requested as an earmarked balance to be carried forward at year end to support ongoing refurbishment programme for the units
- Small surplus within Private Sector Adaptations Service due to increased fee income and a projected overspend on Key Choices Property Management Service as a result of lower than anticipated income

Housing and Communities (-£44k)

- Projected underspends within Area Assemblies and Supplies and Services as a result of the moratorium on non-essential spend
- Small overspend on Anti-Social Behaviour due to lower than expected staff turnover together with underspend on Community Safety Unit as a result of a recent vacancy
- Underspend within Community Leadership Fund

Central (-£9k)

- Small underspend due to savings on Supplies and Services

Business Regulation (-£18k)

- 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

Safer Neighbourhoods (-4k)

- Savings within Community Protection through vacancy management and moratorium on non-essential spend
- Pressure on income due to reduced Environmental Protection Act applications
- Essential health and safety work on landfill sites

To date there had been no spend on Agency or Consultancy within Neighbourhoods' General Fund budgets but there had been minor expenditure (£200) on non-contractual overtime within Safer Neighbourhoods for weekend enforcement of the removal of travellers from a Town Centre site.

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

J53. 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 1972 (information relating to the financial/business affairs of any person (including the Council)).

J54. EXTERNAL WORKS TO 171 COUNCIL DWELLINGS - MALTBY

The Director of Housing and Neighbourhoods reported on the tender process undertaken for external works to 171 properties in Maltby.

The tender had been offered to the market via an established EU compliant construction framework agreement YORBuild. Price submissions had been evaluated and checked.

The works were expected to take 20 weeks and would start on site in January, 2014.

Resolved:- (1) That the tender submitted by Hall Construction Group, dated 4th November, 2013, in the sum of £1,142,772.55, for the delivery of the re-pointing and re-rendering work to 171 properties at Maltby, be approved.

(2) That any owner-occupiers within the scheme be offered the opportunity to participate in the works at their own expense.

J55. EXTERNAL WORKS TO 261 COUNCIL DWELLINGS - WATH UPON DEARNE

The Director of Housing and Neighbourhoods reported on the tender process undertaken for external works to 261 properties in Wath upon Dearne.

The tender had been offered to the market via an established EU compliant construction framework agreement YORBuild. Price submissions had been evaluated and checked.

The works were expected to take 20 weeks and would commence on site in January, 2014.

Resolved:- (1) That the tender submitted by Hall Construction Group, dated 4th November, 2013, in the sum of £1,664,350.78, for the upgrading of insulation, pointing, render and roof works to 261 properties at Wath upon Dearne, be approved.

(2) That any owner-occupiers within the scheme be offered the opportunity to participate in the works at their own expense.

(3) That the Council, in partnership with Hall Construction, pursue ECO funding for carbon savings as a result of the works and that funding secured be returned to the Housing Revenue Account as a budget saving.

CABINET MEMBER FOR SAFE AND ATTRACTIVE NEIGHBOURHOODS
6th January, 2014

Present:- Councillor McNeely (in the Chair); Councillors Astbury and Goulty (Policy Advisors).

J56. DECLARATIONS OF INTEREST

Councillors McNeely and Astbury declared disclosable pecuniary interests in Minute No. J42 (Housing Rent Increase) on the grounds that they paid rent as a tenant or as a garage holder.

Dispensation had been granted for all Members when dealing with the reports if they were directly affected by the outcome, allowing them to remain in the room and vote.

J57. AREA ASSEMBLY CHAIRS

The following minutes were noted:-

AREA ASSEMBLY CHAIRS
11th November, 2013

Present:- Councillor McNeely (in the Chair); Councillors Atkin, Beaumont, Dodson, Falvey, J. Hamilton, N. Hamilton, Havenhand, Johnston, Sims, Swift and Whelbourn.

Apologies for absence were received from Councillors Currie and Read.

12. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 16th September, 2013, were noted.

13. ROTHERHAM BOROUGH COUNCIL BUDGET AND COUNCIL PRIORITIES CONSULTATION

Asim Munir (Community Engagement Team, Neighbourhoods and Adult Services) and Anne Ellis (Strategic Finance Team, Financial Services) made a presentation to the meeting about this Council's budget, the Council's service and spending priorities and the public consultation exercise now taking place to try and reduce the Council's expenditure and manage the reducing budget in the future.

Reference was made to:-

: budget forecasting, resource projections, including Government grants and future spending on Adult Services, Children's Social Care, Waste Management, levy charges from Joint Authorities and capital financing costs;

: savings made in the last 3 financial years; including savings made in respect of front line services; the increasing use being made of shared services;

: the increasing demand upon services as a consequence of population changes in the Rotherham Borough area (initial data from the 2011 Census showed that the Borough's population has risen to 257,300 and was still increasing, with a larger number of people in the older age groups and of pensionable age);

: the Council's budget principles; focussing on the need to stimulate the local economy and to protect the most vulnerable people in society;

: the voice of residents would count in making suggestions of future budget savings;

: the methodology of the consultation was explained, including the use of an on-line forum and the list of questions to which the public will be invited to respond; workshops will take place with the Area Assemblies and with Parish Councils;

: a budget consultation event was to take place on Wednesday 13th November 2013 at the New York football stadium, chaired by the Leader of the Council.

During discussion and questions, Members referred to the effect of the coalition Government's spending reductions and the severe impact they have had on local authorities' budgets and capacity to deliver services for the public.

Asim and Anne were thanked for their presentation.

14. AREA ASSEMBLY CHAIRS/AREA PARTNERSHIP MANAGERS UPDATES

Shaun Mirfield, Area Partnership Manager, together with the respective Area Assembly Chairs and Officers, gave the following reports:-

Rotherham North

- Shaun's colleague Helen Thorpe was introduced to the meeting;
- St. John's Green, Kimberworth Park - a 'task and finish group' had been established to improve the co-ordination of work; recent meeting about the local lettings policy have been beneficial;
- South Yorkshire Police report a reduction in the levels of crime;
- Kimberworth Park Community Partnership recently held a community event;
- Efforts were being made to try and relocate and return the base of the Safer Neighbourhood Team to suitable premises within the community;
- lack of recreation provision for young people at the Thornhill Recreation Ground; the Masbrough Youth Forum had arranged consultation about an appropriate site for the provision of a multi-use games area;
- Area Assembly meeting in December 2013 would celebrate the year's events and work (jointly with Rotherham South).

Rotherham South

- Shaun's colleague Kay Bacon was introduced to the meeting;
- Canklow – meeting with Canklow Community Connections and with the Council's Green Spaces Unit about interest in providing a skate park;
- Community garden at Canklow – organising a 'clean up' event;
- Eastwood Liaison Forum – reporting that on-street anti-social behaviour and property based anti-social behaviour is reducing;
- Eastwood Strategic Group to consider the priorities of the Eastwood Community Partnership;
- Community event at Boston Castle Park;
- Area Assembly meeting in December 2013 will celebrate the year's events and work (jointly with Rotherham North).

Rother Valley West

Andrea Peers reporting:-

- 'Big Local' organisation at Thurcroft had formed a community partnership and was undertaking action planning and had acquired premises at Green Arbour Road (from which services such as benefits advice and a credit union may eventually be provided);
- Year 3 Community First money had all been allocated to a variety of projects locally;
- Public consultation taking place about the proposed HS2 high speed railway; the route would directly affect Catcliffe and Waverley;
- Treeton – investigations of the possible future provision of a Benefits Advice Service, based at the Reading Rooms;
- Provision of a Skate Park in Aston – discussions with local young people and an initial contribution from Ward Councillor G. Smith's Community Leadership Fund;
- Reports of reduced anti-social behaviour in Aston;
- Deprived Community Area at Hepworth Drive, Aston – recent appointment of an officer;
- 'Community First' celebration event to be held during December, to showcase each project;
- Community Leadership Funding in Brinsworth – utilised to undertake community clean-ups in January, February and March 2014, including litter-picking by the community;
- Local Democracy Week - work with Year 6 pupils in local primary schools;
- Discussion of use of Planning Act Section 106 monies (Community Infrastructure Levy) – possible use for a community arts project;
- Recent consultation had identified that there should be a continuation of six meetings per year, both of the Area Assembly and of the Co-ordinating Group.

Wentworth Valley

Andrea Peers reporting:-

- Community First – eleven projects had been approved;
- Maltby Craggs 'task and finish' group – had helped to improve the local environment and reduce anti-social behaviour;
- Events held for young people, including a football tournament and a barbecue;
- Awareness-raising event to be arranged about acquisitive crime (eg: shed break-ins) ;
- Multi-agency event to be held on Thursday 14 November, 2013 at Full Life Church in Maltby, about raising the aspirations of vulnerable families;
- Birks Holt estate at Maltby – environmental improvements had been welcomed; the provision of Gardening Tools Loan Scheme was being investigated;

- Community event held on 31st October, 2013 – members of the Chinatown (Maltby) TARA residents' group had helped to mentor residents of Birks Holt, Maltby about community action;

- Local bus services – event to be held on 22nd November, 2013 (at Flanderwell) about the changes to local bus services – a bespoke event for that community;

: planning taking place for a disadvantaged community event – raising aspirations for young women (a case study involving the 1984 miners' strike through the eyes of women in the community); and examining ways of effecting change in the community in challenging circumstances.

Rother Valley South

Andrea Peers reporting:-

- Welcome to the meeting to officer Christine Staniforth;

- Local Democracy Week (in the South of the Borough) – included the “top dog challenge” involving secondary school pupils and the South Yorkshire Police; this event studied the effects of alcohol abuse. The school team which produced the winning project would be making a visit to Parliament during December 2013. A similar project was organised with primary schools and the best team would visit the Rotherham Town Hall with His Worship The Mayor. The events attracted funding support from the Councillors' Community Leadership Fund;

Dinnington Disadvantaged Community – a local allotment site, in private ownership, had become disused and was untidy because of the dumping of refuse. The site was unsuitable for residential development. A meeting was to be arranged with the landowners and local stakeholders to try and make improvements to the appearance of the site and develop an appropriate use for the site;

Wentworth North

Christine Staniforth reporting:-

: Budget consultation had taken place;
 : Local Democracy Week - speed dating event, involving young people and Elected Members, to raise political awareness amongst young people;
 : Review of provision and use of community centres;
 : Significant reduction in crime in the local area, recently;
 : Community First – budgets are being utilised to the full;
 : Wentworth North and Wentworth South jointly would be organising a Community First celebration event;
 : Disadvantaged Communities – a programme of events was being developed;
 : Summer Wonderland event at the Mowbray Gardens Library was very well attended bringing disadvantaged communities together;
 Thrybergh Parish Council – working with students of the Rotherham College of Arts and Technology to publish a community newsletter;
 : East Herringthorpe, Dalton and Thrybergh - provision of debt advice; community alcohol project to encourage sensible drinking;
 : Tidy Garden competition winners' event had been successful with commendations for those who voluntarily undertook gardening work in communal areas.

Wentworth South

Christine Staniforth reporting:-

- : Budget consultation had taken place;
- : Review of provision and use of community centres;
- : Crime in the area had reduced by 10% recently;
- : Community First budgets were being utilised to the full
- : Disadvantaged Communities – a programme of events was being developed.

Resolved:- That the progress reports concerning each Area Assembly be noted and the officers be thanked for their work.

15. COMMUNITY FIRST UPDATE

Shaun Mirfield, Area Partnership Manager, submitted an update on the Neighbourhood Grants Programme and the other elements of the Cabinet Office's Community First initiative, specifically Endowment Match Challenge and Community Organisers.

Neighbourhood Grants Programme

- 11 of Rotherham's 21 Wards were eligible for funding - £712,000 over a 4 year period to 31st March, 2015
- Community First Panels were required to allocate Years 1 and 2 funding by 30th June, 2012 and 31st March, 2013 respectively with each project required to submit a monitoring form to the administering body (Community Development Foundation (CDF))
- Rotherham's Panels had notified every Year 1 and Year 2 funded project that failure to provide any information as requested may result in those projects not being awarded any further Community First funding in the future
- All Panels had refreshed their plans/priorities and were registered with the CDF by the deadline of 31st March, 2013;
- Excellent progress continued, with 80% of the Year 3 funding having been allocated from which 86 projects had benefitted
- Where appropriate, Panels were using the funding to complement the Deprived Neighbourhoods work by supporting projects around pre-school provision, debt advice and money management, adult skills and healthy lifestyles.

Endowment Match Challenge

- To be managed by the South Yorkshire's Community Foundation (SYCF)
- Challenge to attract contributions from the private sector, which the Government would match
- Challenge lasted until 31st March, 2015
- SYCF's accountability/reporting mechanism were direct to the UKCF and to the CDF
- After 31st March 2015, any monies raised through the Endowment Match Challenge would be absorbed into SYCF's Small Grants process.

Community Organisers

- Successful application submitted for two East Herringthorpe Community Organisers based at High Greave School with the posts to be advertised locally
- Groundwork Sheffield would be the host organisation and compulsory training was being arranged (to take place during January 2014 at the High Greave Primary School).

Members noted that the Rawmarsh High Street Centre was a private project (i.e. non-Council), although Council Members and officers were often present at its meetings and events.

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

16. AREA ASSEMBLIES AND AREA ASSEMBLY CO-ORDINATING GROUPS MEETINGS – FEEDBACK FROM CONSULTATION

Further to Minute No. 8 of the meeting held on 16th September, 2013, Paul Walsh, Housing and Communities Manager, provided an update of the response from the Area Assembly and the Area Assembly Co-ordinating Groups to the consultation about the review of the future arrangements for both the Area Assembly and the Area Assembly Co-ordinating Group meetings.

The following issues and proposals of the review were highlighted:-

- there would be flexibility in terms of meeting rooms to be used, in order to reduce costs. This may mean that sometimes an Area Assembly meeting would take place at a venue outside its area;
- reference was made to the issue of voting rights and it was clarified that a proposal of the review is that all members of the co-ordinating groups would have voting rights;
- Area Assemblies and the Area Assembly Co-ordinating Groups would have a minimum of four meetings per year.

It was noted that the proposals of the review and the suggested changes to the arrangements, would be subject to further consideration by the Overview and Scrutiny Management Board and the Cabinet prior to consideration by the full Council during March 2014.

17. COMMUNITY RESILIENCE

Further to Minute No. 10 of the meeting of the Area Assembly Chairs held on 16th September, 2013, Andrea Peers, Area Partnership Manager, reported on the Community Resilience Scheme which had its origins in the Council's Scrutiny Review of the impact of Severe Winter Weather (Minute No. C152 of the meeting of Cabinet held on 22nd February, 2012).

Members discussed the following salient issues:-

- : Category One responders (to emergency occurrences and situations), such as this Council, must ensure that support is provided for vulnerable communities, especially during periods of extreme weather, such as flooding, heavy snowfall and freezing temperatures, etc.;
- : discussions were taking place within some communities and with a number of Parish Councils about the preparation of Community Resilience Plans, with advice from this Council's Emergency Planning Section;
- : there had not yet been significant progress made in the preparation of community resilience plans, in part because the ownership of the plans and the practicalities of implementation of the plans were still under consideration;
- : the example of the appointment of community volunteers as 'snow wardens' was noted as progressing satisfactorily; this role involved local people keeping footpaths clear of snow and ice during Winter weather conditions.

It was agreed that the Council's Emergency Planning Section be asked to provide further advice and guidance on this matter, for the Area Assemblies and for communities and Parish Councils.

18. AREA PARTNERSHIP TEAM STAFFING UPDATE

Further to Minute No. 9 of the meeting of the Area Assembly Chairs held on 16th September, 2013, Paul Walsh, Housing and Communities Manager, reported on recent staffing changes affecting each of the Area Assemblies. Members noted that the increase in hours of various staff would be beneficial to those particular Area Assemblies, especially in terms of support for deprived communities.

Resolved:- That the information about recent staffing changes be noted.

J58. HOUSING REVENUE ACCOUNT BUDGET MONITORING

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 from working balances (HRA reserves) of £1.699M, a reduction of £900,000 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 £6.713M, together with Revenue contribution to Capital costs and interest received, would result in an overall deficit of £1.699M to be transferred from Working Balances.

Expenditure

Based upon expenditure and commitments to date, total expenditure was forecast to outturn at £73.011M compared to a budget provision of £73.091M, a decrease in spend of £80K. The main variations were:-

Contributions to Housing Repairs

- Repairs and Maintenance – Currently forecast to budget at £17.966M. The Empty Homes budget was difficult to forecast given it being a responsive service. At the end of October there had been 158 more completions than budgeted, the main reason being the impact of the Welfare Reform as more tenants requested a transfer to smaller properties. Overall forecast overspend on cyclical works offset by forecast underspends within unallocated Planned works to cover forecast overspends in responsive repairs and Empty Homes budget

Supervision and Management

- Forecast to outturn at £20.185M, overall overspend of £120k. The main reason for the variation was the transfer to the Furnished Homes reserve due to additional income as more clients used the Scheme reduced by higher than expected staff turnover and slippage on implementing the review of structures across a number of teams

Income

- Total forecast income collectable was £79.724M, an increase of £820k above budget

- Dwelling rental income was projected to over-recover by £85k as well as non-dwelling rents by £6k due to additional income from garage sites
- Income from charges for services and facilities were forecasting an outturn of £4.220M, an over-recovery of £618k mainly due to additional income on Furnished Homes due to increase in the number of clients as well as more than anticipated fee income from Right to Buy sales. However, there was a forecast under-recovery of income from clients using Sheltered Neighbourhood Centres services as tenants opted out of the laundry charge and more than the anticipated level of voids on District Heating Schemes resulting in a slight under-recovery of income
- Other fees and charges were forecasting an over-recovery of income of £111k related to additional unbudgeted income in respect of the sale of tenants contents insurance, recovery of Court costs, income from second hand furniture and income from utility companies for the use of solar panels

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

J59. NEIGHBOURHOODS GENERAL FUND REVENUE BUDGET MONITORING 2013-14

Consideration was given to a report presented by the Director of Housing and Neighbourhoods 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 November, 2013.

The latest forecast showed an overall underspend of £125,000 against an approved net revenue budget of £2.463M as follows:-

Strategic Housing and Investment Service (+£10k)

- Vacancy factor not met resulting in small shortfall on staffing budget

Housing Options (-£42k)

- Projected underspend on the Dispersed Units Trading Account
- Small surplus within the Private Sector Adaptations Service as a result of increased fee income
- Projected overspend on the Key Choices Property Management Service as a result of lower than anticipated income

Housing and Communities (-£53k)

- Forecast underspend within Area Assemblies and Supplies and Services as a result of the moratorium on non-essential spend
- Partially reduced by a small overspend on Anti-Social Behaviour due to lower than expected staff turnover

- Small underspend within Community Safety Unit as a result of a recent vacancy
- Underspend also within Community Leadership Fund

Central (-£7k)

- Small underspend due to savings on Supplies and Services

Business Regulation (-£31k)

- Pressures on staffing costs within Health and Safety, Food and Drugs and Animal Health budgets
- Offset by savings within Trading Standards due to vacant posts
- Project small underspend within Licensing due to increase income relating to the new scrap Metal Dealer licences and Bereavement Services

Safer Neighbourhoods (-2k)

- Savings within Community Protection through vacancy management and as a result of the moratorium on non-essential spend
- Partly reduced by a small remaining pressure on income due to reduced Environmental Protection Act applications
- Statutory health and safety work on landfill sites resulting in a forecast overspend

Consultancy spend to date was £23k in respect of data analysis relating to Green Deal Energy Efficient projects which is grant funded. There had been no spend on Agency within Neighbourhoods' General Fund budgets.

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

J60. HOUSING INVESTMENT PROGRAMME 2013-14

Consideration was given to a report presented by the Director of Housing and Neighbourhoods which represented the indicative outturn position for the 2013/14 Capital Programme.

As at the end of Period 8 (November, 2013), total spend on the HIP was £11,683,385M compared to a budget provision of £15,080,907M, an underspend of £3,397,522 (-22.5% variance).

The report submitted provided details of savings and slippage on the individual schemes of work with the overall programme and highlighted the fact that the resources not drawn down in 2013/14 would be carried forward into next year.

Further information was provided on:-

Total Capital Works to Properties

Fair Access to All

Regeneration/Neighbourhood Renewal – Private and Public Sector

Other Public Sector

Savings and slippages identified were primarily across schemes funded through the Major Repairs Allowance and would be carried forward into future years.

Resolved:- (1) That the spend and forecast position to the end of Period 8 (November 2013) be noted.

(2) That the slippage of resources, totalling £2,760,000 from 2014/14 to 2014/15 be approved.

J61. 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 1972 (information relating to the financial/business affairs of any person (including the Council)).

J62. HOUSING RENT INCREASE 2014-15

Consideration was given to a joint report of the Finance Manager (Neighbourhoods and Adult Services) and Director of Housing and Neighbourhood Services, setting out the proposed housing rent, new build rents, garage rent and communal facilities increases for 2014/15.

The report set out in detail the proposed housing rent, new build rents, garage rent and communal facilities increases for 2014/15. The rents had been calculated in accordance with the national rent setting regime requiring all authorities to use the prescribed formula and apply annual increases to actual rents to achieve the Formula Rent. The Government expected that all similar properties in the same local area would have similar rent levels even if owned by different social landlords (rent convergence). The Government had set a target for authorities to achieve rent convergence by 2015/16.

For the 132 new Council properties built in 2011/12, the funding model assumed that rents would be aligned to the Council's existing rent structure based on them having a higher property value and greater thermal efficiency than existing stock. These properties had already reached convergence and, as such, the rental increase could be less than other properties.

The report also contained at Appendix A the 2014/15 draft Housing Revenue Account budget for consideration.

It was noted that the report was to be considered by the Cabinet at its meeting on the 15th January, 2014.

Resolved:- That Cabinet be requested to recommend to Council:-

(1) An average rent increase of 6.57%, in accordance with the Central Government (DCLG) Rent Formula which results in an average weekly increase of £4.54 when collected over 52 weeks.

(2) An average rent of £98.39 on new build (energy efficient) Council properties.

(3) In line with the Retail Price Index, Garage Rents and Communal Facility charges (including where there were applicable laundry charges and cooking gas charge) be increased by 3.2%.

(4) That the draft Housing Revenue Account budget for 2014/15 be noted.

J63. DISTRICT HEATING SCHEME CHARGES 2014-15

Consideration was given to a joint report of the Finance Manager (Neighbourhoods and Adult Services) and Director of Housing and Neighbourhood Services, setting out the proposed increases for District Heating for 2014/15.

In general, District Heating charges were made up of 2 components i.e. a weekly charge and a metered charge per kilowatt hour of heating used. It was proposed that there be no increase in the weekly charges but an increase in kilowatt hour charges to more accurately reflect true costs.

Pooled metered schemes had a weekly pre-payment flat rate charge collected through the rent system applied to all properties dependent upon the size of the property. The actual costs of each property's heating was determined by meter readings of the amount of kilowatt hours of heating actually used.

Resolved:- That Cabinet be requested to recommend to Council:-

(1) That weekly district heating charges be not increased.

(2) That the various proposed increases to the kilowatt hour charges, as outlined in the report submitted, be approved as a means of achieving full cost recovery.

(3) That, to assist some tenants, increases in the kilowatt hour charge be phased as agreed at Cabinet on 16th January, 2013 (Minute No. C131(3) refers) with full cost recovery to be achieved by 2016/17.

J64. PROCUREMENT OUTTURN - ROOFING SCHEME FOR 23 3 STOREY BLOCKS OF FLATS

The Director of Housing and Neighbourhoods reported on the tender process undertaken for the renewal and repair of roof and associated works on 23 blocks of 3 storey flats across the Borough, the works to include soffits, rainwater goods, pointing, concrete repairs and lintel replacement as required.

The tender had been offered to the market and 6 contractors invited to tender in line with Standing Orders. 5 tenders were returned and evaluated on the basis of quality and price with a 50/50 weighting.

The works were offered as 2 phases due to the geographical spread.

The works were anticipated to be a 12 weeks programme to commence late January, 2014.

Resolved:- That the tender submitted by Morrison Facility Services be approved for the delivery of the programme of works.

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

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

L33. MINUTES OF THE PREVIOUS MEETING HELD ON 4TH NOVEMBER, 2013

The minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 4th November, 2013, were considered.

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

L34. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES

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

(a) Business Continuity

- Consultation on Severe Winter Weather Plan and the Influenza Plan has ended; comments are being incorporated and the plans prepared for dissemination.
- Provision of updates to this Council's Strategic Directors about Business Continuity corporately; identified actions to be taken by departments and to migrate existing Business Continuity plans to the e-system; continuing advice to individual management teams.
- Liaison with Zurich Insurance and jointly facilitating accommodation workshops, so as to develop building resilience plans with users of the buildings, as well as property leads.

(b) Emergency Planning

- Members of the team attended the third Annual Reservoir Conference, organised by the Department for Communities and Local Government for those local authorities, including Sheffield City Council, which have responsibility for reservoir planning.
- Work with ICT to update the EPIMS system. The new system will be more secure and auditable and will be implemented in the Spring 2014. A series of refresher training sessions will be provided.

- This Council has hosted a multi-agency emergency mortuary workshop, with both South Yorkshire Coroners attending, to progress the joint planning initiative.

(c) Health and Safety

- Conducted site visits of Council housing (maisonettes) re-roofing projects at Canklow, Wingfield Road, Green Lane and Swinton. Specific issues were resolved.
- Conducted other site visits of (i) the construction of 1,000 metres of footpath and cycleway at Waverley, near Treeton; (ii) the Magilla Household Waste Recycling Centre, Dinnington; (iii) schools, day centres and foster homes.
- Conducted a health and safety audit at Habershon House, Filey, including both the physical aspects of the centre and management procedures.
- Continuing refresher training about health and safety will be provided for Elected Members.

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

L35. WASTE UPDATE

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

- (a) inspection of the arrangements for the delivery of waste to Nottinghamshire Recycling;
- (b) reference to the continuing discussions about the Waste Treatment and Disposal Contract for the 2014/15 financial year;
- (c) the refurbishment works are complete at the household waste recycling site at Magilla (Dinnington/North Anston) and this site re-opened on 30 November, 2013;
- (d) Elected Members will be informed of the out-of-hours contact details in respect of the Christmas and New Year 2013/14 waste collection arrangements.
- (e) Evaluation of information obtained from the visit to North Kesteven District Council to view that Authority's electric bin lifts in operation; preparation of the cost and benefit analysis.

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

**DEPUTY LEADER
16th December, 2013**

Present:- Councillor Akhtar (in the Chair).

Apologies for absence:- Apologies were received from Councillors Gosling and Sims.

N30. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH OCTOBER, 2013

Consideration was given to the minutes of the previous meeting held on 14th October, 2013.

Resolved:- That the minutes of the meeting held on 14th October, 2013 be approved as a correct record.

N31. VOLUNTARY SEVERANCE

Consideration was given to a report presented by Phil Howe, Director of Human Resources, which provided an update on what voluntary severance had created in terms of savings.

The key headlines included:-

- As intended, proportionately, the greatest reductions have been in management/back office functions.
- Age/pension scheme membership have a significant influence on the attraction of voluntary severance with the proportion of employees aged 55+ taking voluntary severance being greater than any other age range.
- The success of voluntary severance in reducing employee numbers had been such that only 72 compulsory redundancies have had to be made since April, 2010 despite the Council reducing by over 1200 posts.

Reference was made to a number of influencing factors, which were set out in detail as part of the report.

In light of the continued £20m budget reduction situation being faced for the next two years a new window for voluntary severance accepting applications until the 30th November, 2013 had been opened which included the inducement of a 12 week discretionary payment. Over 400 people asked for their figures with over 230 people expressing an interest to leave.

Support was, therefore, sought on the continuation of the current delegation for approval for early release to the Corporate Approval Panel comprising the Chief Executive, Director of Human Resources and Director of Legal and Democratic Services and for this to continue.

Resolved:- (1) That the outcomes received be noted.

(2) That new window for volunteers be noted.

(3) That the delegation to the Corporate Approvals Panel continue.

N32. ANNUAL REVIEW - INSURANCE AND RISK MANAGEMENT PERFORMANCE

Consideration was given to a report presented by Andy Shaw, Insurance and Risk Manager, which built on previous reports on the numbers and cost of insurance claims made against the Council.

The Council continued to have a very good and improving record in most areas. Proactive Risk Management measures were helping to reduce the number of claims made against the Council and effective monitoring/inspection systems were enabling the Council to successfully defend many claims that were received.

The report highlighted areas where risk management action was helping to achieve the greatest savings in support of the Council's Medium Term Financial Strategy, and emphasised in more detail:-

- Insurance claims and costs 2003/04 to 2012/13.
- High Performing Areas.
- Highways Trips and Slips.
- Recovery of Uninsured Motor Vehicle Accident Losses.
- Areas where performance is good and improving.
- Employer's Liability Claims.
- Motor Vehicle Claims.
- Trips and slips on Housing owned footpaths and walkways.
- The level of the Insurance Fund.
- High Value / New Areas of Claim.
- Municipal Mutual Insurance, Trigger Litigation.
- Renewal of Insurance / Broking Contracts.

Discussion ensued on the number of trips and slips on Housing owned footpaths and walkways and it was suggested that a sound system of inspection be implemented, similar to that in force by Streetpride, which would improve the repudiation rates and cut costs in the medium term. A response and a report was, therefore, requested for presentation at the next meeting.

Further analysis of the numbers and cost of insurance claims against the Council was also requested for future reports.

Resolved:- (1) That the generally very good performance in relation to the management of risk and minimisation of insurance claims costs be noted.

(2) That a report be submitted to the next meeting of the Deputy Leader on options for a system of inspection of Housing owned footpaths and walkways.

N33. COMMUNITY MAP - SELF SERVICE ACCESS TO PLANNING DATA, SPATIAL DATA AND INCIDENT REPORTING

Consideration was given to a report presented by Richard Copley, Corporate ICT Manager, which requested that the Council purchase Civica's Community Map product to replace a number of end-of-life web mapping systems and to enable citizen self-service across a range Council processes including Planning enquiries and reporting Streetpride issues.

Community Map was a key element of the Council's Customer Access Strategy and one of a range of measures being taken to encourage greater take-up of the Council's online channels to reduce dependency on the ageing CRM platform (Siebel).

Discussion ensued on the rationale for the replacement of the current web mapping system, the two options that were considered, consolidation of contracts and the business case to proceed and the need for integration with back off systems.

Resolved:- (1) That the purchase of Civica's Community Map product be approved.

(2) That the purchase of Community Map be exempt from the provisions of Standing Order 48.1 (requirement to invite three to six tenders for contracts with a value of over £50k) on the basis that Civica is the sole supplier capable of providing a Geographical Information System which integrates natively with the Council's various Civica line of business systems.

N34. CABINET REPORTS AND MEMBERS' ISSUES

Phil Howe, Director of Human Resources, reported on:-

- The proposed discussions with Trades Unions taking place on Thursday, 19th December, 2013 to look at cashable savings.
- Work taking place to investigate the recent increasing trend for agency staff costs.

Stuart Booth, Director of Finance, reported on:-

- Capital and revenue monitoring reports that were being presented to the Cabinet on Wednesday, 18th December, 2013.
- Budget discussions with Cabinet/SLT on Tuesday, 17th December, 2013, including the breakdowns, as requested.

Resolved:- That the information be noted.

N35. 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act (as amended March, 2006 (information relates to finance and business affairs)).

N36. IMPACT OF DIGITAL REGION'S CLOSURE ON RMBC'S VOICE AND DATA NETWORK

Consideration was given to a report presented by Richard Copley, Corporate ICT Manager, which provided an update on the impact on the Council's data network of the recent decision to close Digital Region Ltd (DRL). The report set out the plans to migrate the Council's voice and data network links to new providers and included details of the resource requirements.

The Cabinet was now to consider the report on 18th December, 2013, which requested approval of the additional funding and approval of the signing of migration contracts.

The migration of such a large number of circuits, some of which were used by schools, was a complex and time consuming task and would need to be carefully planned and appropriately resourced. The Council had been advised that the date by which it must migrate to a new supplier was August, 2014.

Discussion ensued on the costs and savings of the new network, the installation and running costs of the new circuits and the current contract arrangements with each site.

Resolved:- (1) That the timescales for migration and the anticipated resource requirements (human and financial) be noted.

(2) That the impact of Digital Region Ltd.'s closure on the Council's ability to meet Central Government broadband targets be noted.

N37. DATE AND TIME OF THE NEXT MEETING

Resolved:- That the next meeting take place on Monday, 13th January, 2014 at 9.30 a.m.

**DEPUTY LEADER
13th January, 2014**

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

N38. MINUTES OF THE PREVIOUS MEETING HELD ON 16TH DECEMBER, 2013

Consideration was given to the minutes of the previous meeting held on 16th December, 2013.

Resolved:- That the minutes of the meeting held on 16th December, 2013 be approved as a correct record.

N39. RESOURCES PERFORMANCE REPORT - CURRENT POSITION

Consideration was given to a report presented by Sue Wilson Performance and Quality Manager, which provided information on the current position statement on the performance of services that fit within the remit of the portfolio (previously part of the Resources Directorate).

Performance reported was for the period ending 30th November, 2013 and provided both achievements and any risks and issues.

A summary of the key points, including highlights and achievements and issues/risks was provided in relation to each of the areas with attention drawn to:-

- Delivery of Chartered Institute of Purchasing and Supply framework by Procurement.
- Healthwatch Rotherham progress.
- Publication of the Adult Social Care Outcome Framework. And Rotherham classed in top 3 of 15 regional councils
- Media interest in the Lifestyle Survey.
- Launch of the OFSTED new inspection framework in Children and Young People's Service
- Strengthening of the Online Services Team and the introduction of the Ganlake online system nearing completion.
- Partnership working to address the issue of people in crisis for food.
- Joint Strategic Needs Assessment new website.
- Estimated loss of income to the local economy.
- Council Tax collection rates.
- Popularity of the Salary Sacrifice Schemes.
- Installation of the VPN software.
- Contract migration from Digital Region Ltd.
- Rotherham's lead on the judicial review on the Government's allocation of European funding.

Discussion ensued on the content of the report with questions and queries raised on:-

- Delivery against commissioning priorities.
- Expectations on Healthwatch and management of Health and Wellbeing work programme.
- Key performance measures rental collection and the impact of Housing Benefit changes. Key statistics for this to be included in future reports.
- Monitoring of the online channel shift to help deliver a customer-focused approach to the website.
- Senior Marketing Officer vacant position.
- Synopsis of the loss of income to the local economy report published by Sheffield University.
- Close monitoring of the migration timetable for the IT circuits to the new providers.

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

(2) That the inclusion of various elements be included in future reports and the information requested disseminated.

N40. CABINET REPORTS AND MEMBERS' ISSUES

Phil Howe, Director of Human Resources, reported on:-

- Potential strike action at Abbey School, which may have an impact on the delivery of education this week.
- Voluntary severance update – 91 staff have been approved to leave, with a further 60 awaiting decision. A further 90 were turned down on the grounds of service delivery.
- Discussions with Trades Unions were positive and remained ongoing.
- The Council was in the running for two awards – one for Public Health and a Heart Town nomination and the other for the Public to Public Relationship for the H.R. Shared Service with Doncaster.
- Other Shared service opportunities would continue to be explored.

Richard Copley, Corporate ICT Manager, reported on work which was underway to review the ICT needs of Elected Members with a view to ensuring that Members were provided with ICT tools which best assisted them in fulfilling their roles. An update would be submitted to the next meeting of the Deputy Leader.

Stuart Booth, Director of Finance, reported on the three reports that were being submitted for consideration to Cabinet on the 15th January, 2014 – namely Council Tax, National Domestic Rates and budget monitoring. A Cabinet/SLT meeting was also scheduled for Tuesday, 14th January, 2014 regarding the current budget process.

Resolved:- That the information be noted.

N41. 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act (as amended March, 2006 (information relates to finance and business affairs)).

N42. PROCUREMENT OF ANNUAL SOFTWARE SUPPORT AND MAINTENANCE FROM CIVICA

Consideration was given to a report presented by Stuart Booth, Director of Finance, which confirmed that to enable the Council to ensure ongoing use and reliability of the Civica Electronic Document Management and Workflow System functionality from 1st April, 2014 to 31st March, 2015, there was a need to have a Support and Maintenance agreement with the software supplier.

Maintaining the reliability of Civica was essential in maintaining an excellent customer service in the administration of benefits, ensuring efficient billing of Council Tax and Non Domestic Rates and ensuring that income collection was maximised.

Exemption from Standing Orders for procuring this software support and maintenance was, therefore, sought as the provision of the document management and workflow software support could only be supplied by Civica.

Resolved:- That the contract for the purchase of annual support and maintenance for the Civica System be exempt from the provisions of Standing Order 47.6.3 (requirement to invite at least three written quotations for contracts with a value of £20k but less than £50k) and that the purchase be made from Civica.

N43. DATE AND TIME OF THE NEXT MEETING

Resolved:- That the next meeting take place on Monday, 17th February, 2014 at 9.30 a.m.

**AUDIT COMMITTEE
18th December, 2013**

Present:- Councillor Sangster (in the Chair); Councillors Gilding and Sharman.

Apologies for absence:- Apologies were received from Councillors Kaye and Sims.

P18. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 30th October, 2013.

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

P19. CORPORATE RISK REGISTER

Consideration was given to a report presented by Colin Earl, Director of Internal Audit and Asset Management, which provided details of the Council's current Corporate Risk Register. The summary set out the risks associated with the Council's most significant priorities and projects and actions being taken to mitigate these risks.

The Council's key current risks continued to relate to the financial pressures faced by the Council and the implications of the coalition Government's Welfare Reforms. The report summarised the management actions that were being taken to mitigate these and other risks in the register.

The risk score on the priority relating to achieving economic growth remained high in recognition of the continuing weak economic conditions.

The risk register summary also showed risks in descending inherent risk order, to emphasize the most significant risks faced by the Authority. The top risks requiring close monitoring were:-

- Managing Government budget reductions - unable to maintain key services due to budgetary limits.
- Welfare Reforms.
- Delivering effective Children's Services within budget.
- Digital Region.
- Economic Growth.

An initial assessment had also been made of the Council's liabilities relating to aged insurance claims was made by the Municipal Mutual Insurance Company administrators in early 2013. This indicated a potential liability for the Council of up to £1.32m, which had been provided

for in the Council's budget. Current indications were that there may be a further small increase in the liability during 2013/14.

The former risk relating to the implementation of the Localism Act had now been removed as the Council had successfully responded to relevant requirements. Any specific future risks would be included as separate items as appropriate.

Discussion ensued on the impact of welfare reform on Rotherham and on reputational risk and an update was provided on the current position with Digital Region and the progress being made to secure appropriate banking arrangements for the Council.

The Committee also noted the benchmarking activity being undertaken by KPMG, which would provide comparisons of risk by various Local Authorities. This information would be available in 2014.

Resolved:- (1) That the Corporate Risk Register summary attached at Appendix A be noted.

(2) That the current assessment of the Council's top corporate risks be noted.

(3) That any further risks or opportunities that it was felt should be added to the risk register be identified.

P20. ANNUAL REVIEW - INSURANCE AND RISK MANAGEMENT PERFORMANCE

Further to Minute No. 34 of the meeting of the Audit Committee held on 19th December, 2012, consideration was given to a report presented by Colin Earl, Director of Internal Audit and Asset Management, which set out details of the numbers and cost of insurance claims made against the Council.

It was noted that the Council continued to have a very good and improving record in most areas. Proactive Risk Management measures were helping to reduce the number of claims made against the Council and effective monitoring and inspection systems were enabling the Council to successfully defend many claims that were received.

The report highlighted areas where risk management action was helping to achieve the greatest savings in support of the Council's Medium Term Financial Strategy.

Reference was made to the summary of claims received by the Council over the past ten years, relating to the five main areas of insurance risk

On average, the Council had paid £1.42m per year on insurance claims over the last ten years. The need to continue to invest in reducing the

costs of accidents via improved management systems, work environment and training could not be overstated.

The Committee welcomed this report and the work taking place to improve performance.

Resolved:- That the generally very good performance in relation to the management of risk and minimisation of insurance claims costs be noted.

P21. ASSESSMENT OF CURRENT LOCAL GOVERNMENT RISKS - KPMG AUDIT COMMITTEE INSTITUTE

Consideration was given to a report, presented by Colin Earl, Director of Internal Audit and Asset Management, stating that, during November 2013, the Chairman and the Vice-Chairman of the Audit Committee attended a KPMG Audit Committee Institute event on current local government issues. The event was designed to indicate to Audit Committee Members some of the key current issues that they may need to be aware of in fulfilling their responsibilities.

Reference was made to the key issues raised at the event and provided assurance to the Audit Committee about the arrangements in place at this Council in the areas highlighted by KPMG. This assurance showed that the Council had substantially got in place appropriate arrangements in the areas that were covered:-

- Transparency of Financial Reporting.
- Learning the Lessons from Public Interest Reports.
- Welfare Reforms.
- Fraud Risk.
- Public Health.
- Financial Management and Prospects: "A Brilliant Authority".

The Committee noted that there were no significant risks associated with Public Health integration.

Resolved:- (1) That publication of the "Audit Committee Institute Local Government Programme" be noted.

(2) That the Council's position in the key areas covered and the future proposed actions be noted.

P22. DATE AND TIME OF THE NEXT MEETING

Resolved:- That the next meeting take place on Wednesday, 22nd January, 2014 at 4.00 p.m.

**LICENSING BOARD
11th December, 2013**

Present:- Councillor Wootton (in the Chair); The Mayor (Councillor Foden); Councillors Andrews, Buckley, Dalton, Dodson, Falvey, Goulty, J. Hamilton, N. Hamilton, Havenhand, McNeely, P. A. Russell and Swift.

Apologies for absence were received from Councillors Barron, Read and Sangster.

Q44. DECLARATIONS OF INTEREST

Councillor J. Hamilton and Councillor N. Hamilton declared their personal interests in item 46 (Proprietors Request for Individual Exemption to Licensed Vehicle Conditions), as the applicant is known to them; both Councillors left the meeting and took no part in the consideration of that item, nor in the decision-making process.

Q45. MINUTES OF THE PREVIOUS MEETING HELD ON 13TH NOVEMBER, 2013

The minutes of the previous meeting of the Licensing Board held on Wednesday 13th November, 2013, were considered.

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

Q46. PROPRIETORS REQUEST FOR INDIVIDUAL EXEMPTION TO LICENSED VEHICLE CONDITIONS - DISPLAY OF PLATE/LICENCE SIGNAGE

Consideration was given to a report presented by the Licensing Manager concerning a request from the owner/proprietor of private hire vehicle "V50 SET Mercedes Viano" for permission not to display the required licence identification plate on the vehicle. Members noted that permission not to display the identification plate would constitute an exemption to Section 75(3) of the Local Government (Miscellaneous Provisions) Act 1976.

The owner of the operating company and the private hire vehicle, Mr. D.C., attended the meeting and answered questions from Members of the Licensing Board.

Resolved:- That an exemption from the requirement to display the vehicle licence identification plate be permitted, exceptionally, in respect of vehicle "V50 SET", in the circumstances now reported.

(Councillor J. Hamilton and Councillor N. Hamilton declared their personal interests in the above item, as the applicant is known to them; both Councillors left the meeting and took no part in the consideration of this item, nor in the decision-making process)

Q47. 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

Q48. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Licensing Board considered a report presented by the Licensing Manager relating to applications for the grant, renewal and review of hackney carriage / private hire drivers' licences in respect of Messrs. S.A.B., A.K., C.S.W., M.M., A.Al., L.K., J.K.A., A.Ah., K.S.Q. and S.N.

Messrs. S.A.B., A.K., C.S.W., M.M., A.Al., L.K., J.K.A., A.Ah., K.S.Q. and S.N. all attended the meeting and were interviewed by the Board.

Prior to consideration of the report and case concerning Mr. S.A.B., Members agreed to disregard (i) item 1 of the interview summary of and (ii) the discussion of points 2 and 3 regarding the restaurant.

Resolved:- (1) That a final written warning be issued to Mr. S.A.B., which shall be in place for a period of twelve months and he be warned as to his future conduct.

(2) That the hackney carriage / private hire driver's licence in respect of Mr. A.K. be revoked.

(3) That the hackney carriage / private hire driver's licence in respect of Mr. C.S.W. be renewed for a period of three years and he be issued with a written warning as to his future conduct.

(4) That a final written warning as to his future conduct be issued to Mr. M.M.

(5) That, further to Minute No. 20 of the meeting of the Licensing Board held on 14th August, 2013 the hackney carriage / private hire driver's licence in respect of Mr. A.Al. be renewed for a period of twelve months.

(6) That a hackney carriage / private hire driver's licence be granted in respect of Mr. L.K. for a period of twelve months.

(7) That, further to Minute No. Q42(2) of the meeting of the Licensing Board held on 13th November, 2013, the application for the grant of a hackney carriage / private hire driver's licence in respect of J.K.A. be refused.

(8) That the application for the grant of a hackney carriage / private hire driver's licence in respect of Mr. A.Ah. be approved and he be granted a licence for three years.

(9) That, further to Minute No. 39 of the meeting of the Licensing Board held on 12th December, 2012, a hackney carriage / private hire driver's licence be granted in respect of Mr. K.S.Q. for a period of twelve months and he be issued with a warning as to his future conduct.

(10) That, further to Minute No. 12(3) of the meeting of the Licensing Board held on 14th July, 2010, the application for the grant of a hackney carriage / private hire driver's licence in respect of Mr. S.N. be approved and he be granted a licence for three years.

(11) That consideration of the application for the grant of a hackney carriage / private hire driver's licence in respect of S.A.M. be deferred until the next meeting of the Licensing Board.

**LICENSING BOARD
8th January, 2014**

Present:- Councillor Wootton (in the Chair); The Mayor (Councillor Foden); Councillors Andrews, Barron, Beck, Buckley, Dalton, Dodson, Doyle, Falvey, Goulty, N. Hamilton, Havenhand, McNeely, Read, Robinson, P. A. Russell, Sangster and Swift.

Apologies for absence were received from Councillor J. Hamilton.

Q49. DECLARATIONS OF INTEREST

Councillor Wootton declared his personal interest in item 51 (Proprietor's Request for Individual Exemption to Licensed Vehicle Conditions), as the applicant is known to him; Councillor Wootton left the meeting and took no part in the consideration of that item, nor in the decision-making process. The Vice-Chairman, Councillor Barron, assumed the Chair for that item.

Q50. MINUTES OF THE PREVIOUS MEETING HELD ON 11TH DECEMBER 2013

Resolved:- That the minutes of the previous meeting of the Licensing Board, held on Wednesday 11th December, 2013, be approved as a correct record for signature by the Chairman.

(The Vice-Chairman, Councillor Barron, in the Chair)

Q51. PROPRIETOR'S REQUEST FOR INDIVIDUAL EXEMPTION TO LICENSED VEHICLE CONDITIONS

Consideration was given to a report, presented by the Licensing Manager, concerning a request from the owner/proprietor of private hire vehicles "AS60 COT Mercedes Benz 250E Class" and "B15 FFS (Mercedes Benz 220E Class" for permission not to display the required licence identification plates on these vehicles. Members noted that permission not to display the identification plates would constitute an exemption to Section 75(3) of the Local Government (Miscellaneous Provisions) Act 1976.

Members of the Licensing Board decided to defer this request until the next meeting, to enable the owner of the operating company and the vehicles to attend and present his case to the Board. Further information about the legislation regarding the display of vehicle identification plates was also requested.

(Councillor Wootton declared his personal interest in the above item because the applicant is known to him; Councillor Wootton left the meeting and took no part in the consideration of this item, nor in the decision-making process. The Vice-Chairman, Councillor Barron, assumed the Chair for this item)

(After consideration of the above item, Councillor Wootton returned to the meeting and resumed the Chair)

Q52. 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 the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

Q53. DETERMINATION OF LICENSING ISSUES - HOUSE TO HOUSE COLLECTIONS

Consideration was given to a report, presented by the Licensing Manager, concerning the following four applications for the grant of promoters' permits to carry out house-to-house collections:-

Organisation	Area	Date
Claire House Children's Hospice	Whole of the Rotherham Borough	1st January, 2014 to 31st December, 2014
Be Child Cancer Aware (BCCA)	Whole of the Rotherham Borough	1st January, 2014 to 31st December, 2014
Childhood Cancer Parents Alliance (CCPA)	Whole of the Rotherham Borough	1st January, 2014 to 31st December, 2014
Yorkshire Cancer Centre	Whole of the Rotherham Borough	1st January, 2014 to 31st December, 2014

Resolved:- (1) That the application be approved and a promoter's permit be granted in respect of the Yorkshire Cancer Centre.

(2) That the remaining three applications, as now submitted, be refused, because in the view of the Licensing Board there is no direct benefit to the residents of the Rotherham Borough area.

Q54. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Licensing Board considered a report presented by the Licensing Manager relating to applications for the grant, renewal and review of hackney carriage / private hire drivers' licences in respect of Messrs. S.A.M., G.M., S.J.B. and S.H.

Messrs. S.A.M., G.M. and S.J.B. all attended the meeting and were interviewed by the Board.

The Licensing Board agreed that the case relating to Mr. S.H. be deferred until the next meeting, to enable Mr. S.H. to attend and answer questions from the Board.

Resolved:- (1) That, further to Minute No. Q48(11) of the meeting of the Licensing Board held on 11th December, 2013, the application for the grant of a licence in respect of Mr. S.A.M. be refused.

(2) That, further to Minute No. 62(1) of the meeting of the Licensing Board held on 18th April, 2012, Mr. G.M. be granted a licence for a period of twelve months and he be issued with a written warning as to his future conduct.

(3) That the hackney carriage / private hire driver's licence in respect of Mr. S.J.B. be renewed for a period of twelve months.

**HEALTH AND WELLBEING BOARD
27th November, 2013**

Present:-

Councillor Ken Wyatt	Cabinet Member, Health and Wellbeing (in the Chair)
Louise Barnett	Rotherham Foundation Trust
Karl Battersby	Strategic Director, Environment and Development Services
Tom Cray	Strategic Director, Neighbourhoods and Adult Services
Councillor John Doyle	Cabinet Member, Adult Social Care
Chris Edwards	CCG
Ian Jerrams	RDaSH
Naveen Judah	Rotherham Healthwatch
Martin Kimber	Chief Executive, RMBC
Julie Kitlowski	CCG
Councillor Paul Lakin	Cabinet Member, Children, Young People and Families Services
Acting CI Paul McCurry	South Yorkshire Police
Shona McFarlane	Director of Health and Wellbeing
Dr. David Polkinghorn	CCG
Dr. John Radford	Director of Public Health
Laura Sherburn	NHS England
Joyce Thacker	Strategic Director, Children, Young People and Families
Janet Wheatley	VAR

Also Present:-

Kate Green	Policy Officer, RMBC
Tracy Holmes	Communications and Marketing, RMBC
Sarah Whittle	CC
Chrissy Wright	Commissioning, RMBC

Apologies for absence were submitted from Chris Bain, Jason Harwin and Brian Hughes.

S51. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

Resolved:- That the minutes be approved as a true record.

Arising from Minute No. S47(4) (Healthwatch Rotherham), Naveen Judah reported that 7 responses had been received of which 2 had met the criteria.

1 project was the Development of an Integrated Health, Social Care and Education Service for Children with Disabilities and/or Special Educational Needs sponsored by Joyce Thacker.

The second project was a proposal by the CCG to identify methods of getting care leavers to access services in a more constructive manner.

Updates would be submitted to the Board as well as the work being performance managed and quality assured as part of the contract arrangements.

S52. COMMUNICATIONS

The Chairman reported receipt of the following correspondence:-

“Think Pharmacy” – following on from the 2 successful events held in September, information packs were available.

Derbyshire Advocacy Service had submitted a funding application to the Big Lottery Fund.

Shaping our Lives – a partnership with Disability Rights UK and Change which included a brief guide to commissioning user-led services. It was agreed that the letter be forwarded to the Health and Wellbeing Steering Group for consideration.

S53. INTEGRATION TRANSFORMATION FUND

Tom Cray presented information that had been received from NHS England with regard to the above Fund.

Planning guidance would be issued on 16th December, 2013, but 10 key points had been highlighted:-

- Improving outcomes
- Strategic and operational plans
- Allocations for CCGs
- Tariff
- Integration Transformation Fund
- Developing integration plans
- Working together
- Competition
- Local innovation
- Immediate actions

There was a real opportunity to create a shared plan for the totality of health and social care activity and expenditure that would have benefits beyond the effective use of the mandated pooled fund. The plan would start in 2014 and form part of a 5 year strategy. The £3.8B national pool brought together NHS and Local Authority resources that were already committed to existing core activity. The Council and CCG would, therefore, have to redirect funds from the activities to shared programmes that delivered better outcomes for individuals.

Discussion ensued with the following issues raised:-

- Discussions had commenced looking at how the Council and CCG could agree an intervention approach to transform services to keep people out of hospital and early discharge
- Of the £3.8B national fund Rotherham would receive approximately £20M, £10M of which was mandated funding streams. The remaining £10M would be for the CCG to identify, and agree with the Council, services that should be decommissioned and a plan developed to decommission and transformation
- A number of conditions attached to the Fund that had to be satisfied some of which gave clear indications as to what areas change and intervention was expected depending upon local conditions
- The Cabinet had agreed that a simple local vision be developed supporting the delivery of locally determined priorities and was consistent with the national definition
- Adopt a programme management approach with NHS Commissioners to produce a 5 year strategic plan informed by the priorities set out in the JSNA
- Joint review of the existing pooled budget arrangements to help agree a 2 year operational plan
- Develop a single framework that ensured the views of providers from the health and social care economy drove change
- Synchronicity of planning and commissioning arrangements that operated to similar timetables
- Understanding the operation of the different markets and developing a single market position statement to provide clarity on how the needs of the local population were met
- Development of a shared risk register
- All had to be consistent with the work of the JSNA and Health and Wellbeing Strategy
- Initial draft strategic plan had to be submitted by 14th February, 2014
- Other health communities in the region were at the same position as Rotherham

Laura Sherburn reported that NHS England would be responsible for the overall governance and assurance role. If agreement was not reached, NHS England would likely be put into a dispute resolution role so,

therefore, should not be involved in any Steering Group established but would need to see its Terms of Reference.

Resolved:- (1) That a Task and Finish Group, comprising 3 representatives from the CCG and 3 from the Local Authority, be established and meet as a matter of urgency.

(2) That NHS England be provided with a copy of the Task and Finish Group's Terms of Reference.

(3) That a Risk Register be developed and submitted to the December Board meeting.

S54. PUBLIC HEALTH OUTCOMES FRAMEWORK

Dr. John Radford reported that Public Health England monitored the Council's new statutory functions, including health protection and health improvement, through the Public Health Outcomes Framework (PHOF) which focussed on the causes of premature mortality. Rotherham's Health and Wellbeing strategy supported early intervention and prevention as part of improving performance against the PHOF and the key lifestyle factors that influenced avoidable mortality.

The Framework needed to be reviewed quarterly to drive improvements in performance. Public Health would lead the agenda and report to Cabinet by exception and agree with partners action plans to address under performance. Where indicators were significantly underperforming, discussion would take place at the Health and Wellbeing Board followed by a performance clinic to develop a remedial action plan to engage action by partners.

66 indicators had been identified, grouped into 4 domains to deliver the 2 high level incomes of increased healthy life expectancy and reduced differences in life expectancy and healthy life expectancy between communities:-

- Improving the wider determinants of health (19)
- Health improvement (24)
- Health protection (7)
- Healthcare public health and preventing premature mortality (16)

Current performance against the England average had highlighted several areas where there was under performance and a downward trend. There needed to be an agreed reporting structure to ensure performance was monitored effectively.

There would be a comprehensive monitoring process initiated for those indicators off track including performance clinics to review change. The process would be directed by the multi-agency Health and Wellbeing Steering Group.

Discussion ensued with the following issues raised/clarified:-

- Public Health would examine each indicators and produce a report setting out where there were clear performance issues to be escalated to the Steering Group/performance clinic for action
- Should also consider if/what the trends were within the priorities
- Was the data compared against England data or other areas that Rotherham was always compared against?
- Were there areas that could be “quick wins?”
- Need to focus on issues that would make a difference in the 6 Priority areas

Resolved:- (1) That the proposed Framework to address under performance be approved.

(2) That mechanism to deliver the Health and Wellbeing Strategy aim of moving to Prevention and Early Intervention be supported.

(3) That the proposed Framework be submitted to the Cabinet for consideration.

S55. FLU VACCINATION PROGRAMME

Discussion ensued on the flu vaccination uptake this Winter as follows:-

- The Council had a programme for offering vaccination to all staff in high risk categories/customer facing - much better uptake this year to the offer which had been co-ordinated by Public Health
- Vaccination of pregnant women was above the national average but could be better – some general practices offered the vaccination alongside Midwifery and some were not
- 54.2% of RFT staff had taken up the vaccination – second highest in the region

Laura Sherburn reported that the first data collection (vaccines given in September and October) showed:-

Over 65s	63.6%
Under 65 at risk	41.8%
All pregnant women	31.6%
All 2 year olds	31.9%
TRFT Staff	54.2%

Rotherham had the best figures in South Yorkshire and Bassetlaw region currently for patient vaccination uptake and second best in the region for Trust staff uptake.

The Primary Care information was:-

GPs	55%
PNs	68%
Non-Qualified Clinical Support	65%
Other Qualified Healthcare Professionals/AHPs	14%
Admin/Reception	58%
Number of staff reported as Declined	101

Resolved:- That the report be noted.

S56. FREQUENCY AND FORMAT OF BOARD MEETINGS

Further to the discussion at the previous meeting (Minute No. S42 refers), it was felt that, due to the workload of the Board, that the Board continue to meet on a monthly basis. However, the Board would shortly be reviewing its governance arrangements when frequency of meetings would be considered.

It was felt that a reflective meeting would be useful and that there should be an annual public event.

Resolved:- That the Board's work programme and governance arrangements be submitted to the next meeting.

S57. MATTERS ARISING FROM INFORMATION ITEMS CIRCULATED

It was noted that the following items had been circulated for information prior to the meeting:-

Cost of Alcohol
Autism Self Evaluation
National Energy Action
Woodlands Trust – Healthy Woods-Health Lives

S58. DATE OF NEXT MEETING

Resolved:- That a further meeting of the Health and Wellbeing Board be held on Wednesday, 18th December, 2013, commencing at 1.00 p.m. in the Rotherham Town Hall.

HEALTH AND WELLBEING BOARD
18th December, 2013

Present**Members:-**

Councillor Ken Wyatt	Cabinet Member, Health and Wellbeing (In the Chair)
Tom Cray	Strategic Director, Neighbourhoods and Adult Services
Councillor John Doyle	Cabinet Member, Adult Social Care
Chris Edwards	Chief Commissioning Officer, Rotherham CCG
Naveen Judah	Healthwatch Rotherham
Martin Kimber	Chief Executive, RMBC
Councillor Paul Lakin	Cabinet Member, Children, Young People and Families Services
Acting CI Paul McCurry	South Yorkshire Police (rep Jason Harwin)
Dr. David Polkinghorn	Rotherham CCG
Dr. John Radford	Director of Public Health
Joyce Thacker	Strategic Director, Children, Young People and Families

Also in Attendance:-

Dr. Gunasekera	Rotherham CCG
David Hicks	RFT (rep Louise Barnett)
Brian Hughes	NHS England
Ian Jerrams	RDASH
Gordon Laidlaw	Communications, Rotherham CCG
Shona McFarlane	Director of Health and Wellbeing, RMBC
Janet Wheatley	VAR
Chrissy Wright	Strategic Commissioning Manager, RMBC

Apologies for absence were submitted by Chris Bain, Louise Barnett, Karl Battersby, Jason Harwin and Tracy Holmes.

S59. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

Resolved:- That the minutes of the meeting held on 27th November, 2013, be approved as a true record.

Arising from Minute No. S55 (Flu Vaccination Programme), Dr. John Radford reported that he had attended a meeting regarding 2014's Flu Vaccination Programme. The JCVI was proposing that the United Kingdom be the first country in the world to stop the transmission of flu. Over the last 10-15 years flu vaccination uptake in the elderly had been running at 60-70% and 50% in the at risk group. Although best performing country, it was not sufficient to interrupt the transmission. It was proposed to vaccinate all secondary aged children from September-December, 2014.

This would be a logistical challenge in terms of commissioning and delivery across the network.

Arising from Minute No. 56 (Frequency and Format of Meetings), it was noted that the work programme and review would be submitted to the January meeting.

S60. COMMUNICATIONS

(a) Obesity Strategy Group

The minutes of the above Strategy Group, held on 23rd October, 2013, were noted.

(b) Winter Pressures Grant

Correspondence had been received from Sir David Nicholson, Chief Executive, NHS England, with regard to additional Winter Pressures monies that was being made available to the NHS to support effective delivery of Winter Plans. The Rotherham CCG would be receiving £1,228M.

The additional resources should be used to secure resilient delivery of the services to patients through the winter and would involve:-

- Schemes to minimise A&E attendance and hospital admissions
- Improvements to system flow through 7 day working across hospital, community, primary and social care with innovative solutions to tackle delayed discharges
- Specific plans to support high risk groups

It was noted that the Urgent Care Board had met that morning and considered bids submitted by the Local Authority, RFT and the Ambulance Service. All bids had been successful and funding secured.

(c) Yorkshire and the Humber Clinical Senate

An update was provided on the development of the above Senate. In accordance with the national guidance, it would need to provide a broad, strategic view on the totality of healthcare with Yorkshire and the Humber, bringing together experts to understand the impact of any 1 single initiative, or group of initiatives, upon the wider geographical area. The aim was for it to be a well-respected organisation whose judgements were trusted by commissioners who would call upon the Senate on issues ranging from quality standards and inconsistencies, the development of care pathways or reconfiguration proposals.

The Yorkshire and the Humber was following the national proposed structure of a Senate Council and a Senate Assembly; the Council being a core multi-disciplinary group to oversee Senate business, receive objective data/information and co-ordinate the formation of advice and the Assembly being a diverse multi-professional forum providing perspectives, ideas and expert opinions encompassing the birth to death spectrum and providing a source of experts for the Senate Council to draw upon.

Interviews for the Senate Chair had been held on 10th December, 2013 with the successful appointment being announced shortly.

A nursing representative and a clinical commissioner from within South Yorkshire and Bassetlaw was being sought and would be encouraged to apply for a position on the Senate Council.

It was felt that consideration should be given to a South Yorkshire-wide Health and Wellbeing Board meeting be held in 2014 once the Senate was established.

(d) Award

The Chair reported that Rotherham had been listed for an award by a national organisation.

(e) 111 Centre

The Chair reported that he was to visit to the 111 Centre the following day.

S61. JOINT STRATEGIC NEEDS ASSESSMENT - REFRESH

Chrissy Wright, Strategic Commissioning Manager, submitted the final draft of the JSNA Refresh which included sections on user perspective and a Directory of Assets consisting of community assets, physical infrastructure and individuals and met the latest Government guidance on JSNA content

A web-based approach had been adopted – www.rotherham.gov.uk/jsna/site - a presentation of which was given at the meeting. During 2014, as part of the Council's website refresh, the technology would be utilised to improve and enhance the JSNA website including the use of images.

There were 7 main headings, accessed via the tabs along the top of the page – People, Places, Economy, Staying Safe, Healthy Living, Ill Health and Services. In consultation with subject matter experts, analysis of the available information focussed on answering 3 key questions:-

- Why was this an issue?
- What was the local picture and how did we compare?
- What was the trend and what could we predict would happen over time?

This approach would enable the Board to easily identify and prioritise the key current and emerging issues affect health and wellbeing in the Borough.

If approved by the Board, there would then be a period of consultation with stakeholders from 30th December for 6 weeks. Any comments/amendments would be made with the final version submitted to the February Board meeting.

Discussion ensued on the document and the consultation that was to take place with the following issues raised/clarified:-

- Work would take place with the Communications Team with regard to the consultation
- The consultation questions would be appropriate to the audience concerned
- VAR was to help facilitate a consultation session with the voluntary and community sector
- The document needed to illustrate on the issues that now impacted on family life and how the population now presented with more complex needs

Resolved:- (1) That the draft JSNA be approved for consultation.

(2) That the final version be submitted to the February Board meeting.

S62. INTEGRATION TRANSFORMATION FUND

Kate Green, Policy Officer, submitted the proposed Terms of Reference for the Task Group established at Minute No. S53 of the meeting held on 27th November, 2013 and Risk Register.

Brian Hughes, NHS England, reported that the draft guidance was expected the following day containing the funding allocations. It was a very detailed document setting out the expectations of what was now known as the “Better Care Fund”.

The proposed Terms of Reference appeared to be in accordance with the guidance.

The completed Better Care template, as an integral part of the CCG's Strategic and Operational Plans, should be submitted to NHS England by 14th February, 2014. They would be aggregated to provide a composite report and any areas identified where it had proved challenging to agree plans for the Fund. The revised version of the Plan should be submitted, as an integral part of the CCG's Strategic and Operational Plans, by 4th April, 2014.

The guidance was not clear as to what happened if the Local Authority and CCG could not agree on the joint plan and who would be the arbitrator.

It was noted that the guidance was very prescriptive in terms of approval and the timeline would be quite challenging.

Resolved:- (1) That a special Board meeting be held in February to approve the joint plan for submission to NHS England.

(2) That the Better Care Fund be included on the agenda for the January meeting.

S63. DATE OF NEXT MEETING

Resolved:- That further meetings of the Health and Wellbeing Board be held as follows:-

Wednesday, 22nd January, 2014, commencing at 9.30 a.m.

Wednesday, 19th February, 2014, commencing at 1.00 p.m.

Wednesday, 26th March, 2014, commencing at 9.30 a.m.

Wednesday, 23rd April, 2014, commencing at 1.00 p.m.

in the Rotherham Town Hall.

**PLANNING BOARD
12th December, 2013**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell and Whysall.

Apologies for absence:- Apologies were received from Councillors Sims, Smith and Tweed.

T61. DECLARATIONS OF INTEREST

Councillor Kaye declared a personal interest in application RB2013/0970 (erection of 4 No. two storey semi-detached dwellings and 4 No. three storey town houses at the site of the Domino Public House, Kimberworth Park Road, Kimberworth Park) on the basis that he was the Chair of Directors of Kimberworth Park Community Partnership (Chislett) that met in a building adjacent this site.

Councillor Pitchley declared a personal interest in application RB2013/1075 (demolition of existing single storey rear extensions and staircase and conversion and extension to 6 No. apartments and erection of boundary fencing at the Blue Bell Hotel, Worksop Road, Aston) on the basis that this application had been discussed by Aston Parish Council, but Councillor Pitchley took no part in the discussion.

T62. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 21ST NOVEMBER, 2013

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on Thursday 21st November, 2013, be approved as a correct record for signature by the Chairman.

T63. DEFERMENTS/SITE VISITS

There were no site visits or deferments recommended by the Planning Board.

T64. 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:-

- Demolition of existing single storey rear extensions and staircase (unlisted buildings in a Conservation Area) and conversion and extension to 6 No. apartments and erection of boundary fencing at the Blue Bell Hotel, Worksop Road, Aston for Mr. D. Parker (RB2013/1075)

Mr. D. Parker (Applicant)

- Change of use to taxi booking office (use class sui generis) at 54-56 Rawmarsh Hill, Parkgate for Mr. A. Abid (RB2013/1116)

Mr. D. Griggs (Objector)

(2) That applications RB2013/0970, RB2013/1075 and RB2013/1236 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

(3) That application RB2013/1365 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report and subject to the amended conditions, as numbered, as set out below:-

2. The permission hereby granted shall relate to the area shown outlined in red on the approved site plan and the development shall only take place in accordance with the submitted details and specifications as shown on the approved plans (as set out below)

Drawing number –

Location Plan – 12491-100 Rev A dated 09/13

Reason - To define the permission and for the avoidance of doubt.

4. Not more than 47,480 sq m of gross floor area within AMP2 shall be occupied until the provision of proposed improvements, or similar, to Highfield Spring, as indicated in draft form on plan reference SK-J4-M1 P2, have been implemented in accordance with details which shall have been submitted to and approved in writing by the Local Planning Authority.

Reason - In the interests of the free and safe flow of traffic in the highway

5. Not more than 47,480 sq m of gross floor area within AMP2 shall be occupied until the provision of proposed improvements to Poplar Way, the Big W Roundabout and Highfield Spring, as indicated in draft form on plans reference A008050-9-21-C-H.SK.01.01 Revision P1 and A008050-9-21-C- H.SK.01.02 Revision P1, have been implemented in accordance with details which shall be submitted to and approved in writing by the Local Planning Authority.

Reason - In the interests of the free and safe flow of traffic in the highway

6. Any future detailed layouts shall include cycle parking facilities in accordance with the Council's cycle parking standards. Unless otherwise agreed in writing with the Local Planning Authority, this should allow for 50% of the required cycle spaces to be provided internally within any future buildings on the site and for 50% of the required cycle spaces to be provided uncovered and outside of any future buildings on the sites.

Reason - In order to promote sustainable transport choices.

13. All subsequent Reserved Matters Applications for any buildings on Plot 2 shall include details to show a combination of gas protection/ventilation measures to be installed in the sensitive parts of the buildings (office/kitchen/toilet areas), as per the specification provided within RSK Environmental Limited's letter entitled 'AMP Extension Land – Ground Conditions – Gas Risk and Concrete Classification, dated 20 November 2013, ref M321367-L02.

Reason - To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

14. In the absence of any further testing to delineate phytotoxic contaminated soils identified, a clean cover/capping layer comprising of a minimum of 600mm clean suitable growing medium, underlain by a lower geotextile separation layer (in order to prevent mixing of soils), shall be provided in all proposed areas of soft landscaping. In those proposed areas of landscaping that include the planting of wildflowers it is recommended that only sub-soil is used as the capping layer as the wildflowers require less fertile ground to flourish.

Reason - To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

20. No part of the land other than that occupied by buildings shall be used for the permanent storage of goods, components, parts, waste materials or equipment without the prior written approval of the Local Planning Authority.

Reason - To prevent the land from becoming unsightly in the interests of visual amenity and in accordance with UDP Policy ENV3.1 'Development and the Environment'.

23. Prior to the occupation of each and every building a noise assessment in accordance with BS4142 shall be submitted to and approved in writing by the Local Planning Authority. All conclusions and recommendations contained within the approved assessment shall be implemented prior to the first use of each building.

Reason - In the interests of the amenity of the locality and in accordance with UDP Policy ENV3.7 'Control of Pollution'.

(4) That the Planning Board declare that it was not in favour of application RB2013/1116 on the grounds of the noise and disturbance that could arise to customers visiting the premises and waiting for taxis at unsociable hours and the likelihood of the parking of taxis on an already busy road with waiting restrictions to the detriment of highway safety.

(5) That applications RB2013/1339 and RB2013/1349 be deferred, requested by Councillor Jepson, Ward Member, and Councillor License, to allow Members to consider the concerns of local residents about noise and disturbance in an area of the Green Belt and that consideration be given to a visit of inspection and that the Director of Planning and Regeneration, in consultation with the Chairman and Vice-Chairman of the Planning Board, approve the arrangements.

(Councillor Dodson left the room after he had spoken on application RB2013/1116 and did not observe the vote)

T65. UPDATES

The following update information was provided:-

(a) Wickersley School and Sports College

Howard Buckley, Architect appointed to design the new classroom block at Wickersley School and Sports College, gave a presentation on the proposals prior to the application for planning permission being presented to the Planning Board.

The presentation provided information on the proposed building relating to:-

- Proposed Block Plan.
- Ground Floor Plan.
- Streetscene,
- North/Road Facing Elevation.
- Montages 1 and 2.

Howard Buckley gave a summary of his brief by the school and rationale for the design of the proposed new building.

Members of the Planning Board asked a number of questions and sought clarification on:-

- The materials to be used.
- Specific use of blocks of colour.
- DDA Compliance.
- Proximity and relationship with the school site.
- Transparency and timeliness for the planning process
- Design of the building and roof – simplistic and basic.
- Design life of the build.
- Possibility of public reaction to the design.
- Limitations due to size of the school site and costs.

(b) Dave Temple, Planning Officer – Retirement

The Planning Board were advised of the forthcoming retirement of Dave Temple, Planning Officer, after 42 years service.

The Planning Board wished to place on record their best wishes and appreciation to Dave and his long service through the planning process.

(c) Procedure Protocol

The Planning Board were reminded that as part of the new procedure protocol covering applications that received decisions different to that recommended by Planning Officers that an Elected Member's participation was required as part of any appeal.

Councillor Kaye willingly volunteered to be involved with application RB2013/1116 should this proceed to an appeal.

(d) Councillor License referred to application RB2012/1306 that received planning permission on 13th December, 2012, for a cash kiosk which was different to that currently in situ. It was suggested that the developers be advised that the kiosk should be replaced with one that had received planning permission or enforcement action served.

T66. DATE OF THE NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 9th January, 2014.

**PLANNING BOARD
9th January, 2014**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell, Sims and Tweed.

Apologies for absence were received from Councillors Smith and Whysall.

T67. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

T68. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 12TH DECEMBER 2013

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on Thursday 12th December, 2013, be approved as a correct record for signature by the Chairman.

T69. DEFERMENTS/SITE VISITS

There were no site visits or deferments recommended.

T70. VISITS OF INSPECTION

Before the formal meeting of the Planning Board, Members of the Board made a visit of inspection to the site of two applications which are listed below (Ward Councillor Jepson was also in attendance):-

- (a) Extension to form MOT bay at South Anston Service Station, Worksop Road, South Anston for H. M. Wainwright Ltd. (RB2013/1339)

In accordance with the right to speak procedure, the following people attended the meeting and spoke about this application:-

Mr. D. Ryan (Applicant)
Councillor C. Jepson (Objector)
Mr. Fletcher (Objector)
Dr. Alsop (Objector)

Resolved:- That planning permission be granted for the reasons adopted by Members at the meeting of the Planning Board and subject to the following conditions:-

1. The development hereby permitted shall be commenced before the expiration of three years from the date of this permission.

Reason:- In order to comply with the requirements of the Town and Country Planning Act 1990.

2. The permission hereby granted shall relate to the area shown outlined in red on the approved site plan and the development shall only take place in accordance with the submitted details and specifications as shown on the approved plans (as set out below)

(Location Plan, Site Plan, Existing Elevations and Drawing number 6632 received 07/10/13 and Drawing number 6633B received 31/10/13)

Reason:- To define the permission and for the avoidance of doubt.

3. No development shall take place until details of the materials to be used in the construction of the external surfaces of the development hereby permitted have been submitted or samples of the materials have been left on site, and the details/samples have been approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details/samples.

Reason:- To ensure that appropriate materials are used in the construction of the development in the interests of visual amenity and in accordance with UDP Policy ENV3.1 'Development and the Environment'.

4. Use of the building hereby permitted including deliveries to the building shall only be between the hours of 08.30 - 16.30 Mondays to Fridays, 08.30 - 12.00 on Saturdays and at no time on Sundays or Bank Holidays.

Reason:- In the interests of the amenities of the occupiers of nearby dwellings and in accordance with UDP Policy ENV3.7 'Control of Pollution'.

- (b) Use of land to form tennis court with 2.4 metres high boundary fence at land at South Anston Service Station, Worksop Road, South Anston for H. M. Wainwright Ltd. (RB2013/1349)

In accordance with the right to speak procedure, the following people attended the meeting and spoke about this application:-

Mr. D. Ryan (Applicant) – comments made at (a) above
Councillor C. Jepson (Objector) – comments made at (a) above
Mr. Fletcher (Objector)
Dr. Alsop (Objector)

Resolved:- That planning permission be granted for the reasons adopted by Members at the meeting of the Planning Board and subject to the following conditions:-

1. The development hereby permitted shall be commenced before the expiration of three years from the date of this permission.

Reason:- In order to comply with the requirements of the Town and Country Planning Act 1990.

2. The permission hereby granted shall relate to the area shown outlined in red on the approved site plan and the development shall only take place in accordance with the submitted details and specifications as shown on the approved plans (as set out below) (Location Plan, Site Plan, Drawing numbers 6692 and 6634 received 14/10/13 and Parking Plan received 12/11/13)

Reason:- To define the permission and for the avoidance of doubt.

3. The use hereby permitted shall only be used between the hours of 09:00 – 19:00 Mondays to Friday, 09:00 – 18:00 on Saturdays and 10:00 – 16:00 on Sundays.

Reason:- In the interests of the amenities of the occupiers of nearby dwellings and in accordance with UDP Policy ENV3.7 'Control of Pollution'.

4. The tennis court shall only be used by H. M. Wainright Ltd. staff and their friends and family members and shall not be used for any trade or business purposes.

Reason:- To ensure that no adverse effect upon the amenities of the neighbourhood may arise out of the proposed development and in accordance with UDP Policy ENV3.1 'Development and the Environment'.

5. Before the development is brought into use, that part of the site to be used by vehicles shall be constructed with either:-

(a) a permeable surface and associated water retention/collection drainage, or;

(b) an impermeable surface with water collected and taken to a separately constructed water retention/discharge system within the site.

The area shall thereafter be maintained in a working condition.

Reason:- To ensure that surface water can adequately be drained and to encourage drivers to make use of the parking spaces and to ensure that the use of the land for this purpose will not give rise to

the deposit of mud and other extraneous material on the public highway in the interests of the adequate drainage of the site and road safety.

6. Before the development is brought into use the car parking area shown on the approved Parking Plan shall be provided, marked out and thereafter maintained for car parking.

Reason:- To ensure the provision of satisfactory garage/parking space and avoid the necessity for the parking of vehicles on the highway in the interests of road safety.

7. Prior to the commencement of works a scheme shall be submitted to and approved by the Local Planning Authority so as to restrict vehicles from gaining access to / from the adjacent track. The approved scheme shall be implemented prior to the commencement of works and shall be maintained thereafter.

Reason - In the interests of road safety.

T71. 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.

(2) That application RB2013/1492 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report and to the following additional condition:-

15 : The colours of the 'Steni' cladding system and the window frames to be used in the construction of the external surfaces of the development hereby permitted shall be in accordance with the details provided in the electronic mail message dated 09 January 2014 and the development shall be carried out in accordance with these details.

Reason:- In order to ensure a satisfactory appearance in the interests of visual amenity and in accordance with UDP Policy ENV3.1 'Development and the Environment'.

(3) That application RB2013/1574 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

T72. UPDATES

There were no updates to report.