

## **COUNCIL MEETING**

**Venue:** **Town Hall, Moorgate Street, Rotherham. S60 2TH**      **Date:** **Wednesday, 2nd July, 2014**  
**Time:** **2.15 p.m.**

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

1. To consider any communication received by the Mayor or the Chief Executive and to pass a resolution or resolutions thereon.
2. To consider any questions from the Public.
3. To receive and consider reports, minutes and recommendations of the Standards Committee - Pages 1B to 5B (Section B) (Pages 1 - 5)

**Confidential Update from the Monitoring Officer, including Appointment of Independent Members to the Standards Committee (Minute No. B6) (Page 6B)**

4. To receive a report from the Leader and to consider reports, minutes and recommendations of the Cabinet - Pages 1C to 12C (Section C) including the following recommendations to Council:- (Pages 6 - 17)

**Capital Programme Outturn 2013/14 and Updated Estimates 2014/15 to 2016/17 (Minute No. C5) (Pages 3C-4C)**

5. To consider the following reports of meetings of Cabinet Members:- (Pages 18 - 118)

Pre-Annual Council  
Children, Young People and Families Services – Pages 59D to 72D (Section D)

Communities and Cohesion – Pages 39E to 43E (Section E)

Culture and Tourism – Pages 34F to 36F (Section F)

Regeneration and Development – Pages 55G to 75G (Section G)

Adult Social Care – Pages 50H to 53H (Section H)

Safe and Attractive Neighbourhoods – Pages 60J to 73J (Section J)

Health and Wellbeing – Pages 30K to 34K (Section K)

Waste and Emergency Planning– Pages 36L to 42L (Section L)

Deputy Leader – Pages 31N to 34N (Section N)

Post Annual Council

Education and Public Health – Pages 1F to 3F (Section F)

Adult Social Care – Pages 1H to 11H (Section H)

Safe and Attractive Neighbourhoods – Pages 1J to 10 J (Section J)

6. To receive and consider reports, minutes and recommendations of the Audit Committee - Pages 22P to 28P (Section P) (Pages 119 - 125)
7. To receive and consider reports, minutes and recommendations of the Licensing Board - Pages 26Q to 33Q (Section Q) and 1P to 2P (Section P) (Pages 126 - 135)
8. To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board - Pages 76S to 91S (Section S) (Pages 136 - 151)
9. To receive and consider reports, minutes and recommendations of the Planning Board - Pages 60T to 73T (Section T) (Pages 152 - 165)
10. To put questions, if any, to Cabinet Members and Chairmen (or their representatives) under Standing Order No. 7(1) and 7(3).
11. 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, Barnsley, Doncaster, Rotherham and Sheffield Combined Authority and South Yorkshire Pensions Authority, in accordance with Standing Order No. 7(5).
12. Membership Arrangements 2014/15  
To add Councillor Roche to the membership of the Planning Board and for Councillor Currie to be added as substitute for Rotherham South Area Assembly for the Planning Board.  
  
To remove Councillor Pitchley from the Health Select Commission and to add Councillor Robinson to the membership of the Health Select Commission.
13. Scrutiny Annual Report and Scrutiny Update - Councillor Whelbourn, Chairman of the Overview and Scrutiny Management Board to report (herewith) (Pages 166 - 188)

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

**STANDARDS COMMITTEE**  
**12th June, 2014**

Present:- Gosling (in the Chair); Councillors Pitchley, Sansome, Sims, Bates and Rowley and also Mr. P. Edler.

Apologies for absence were received from Councillor Godfrey, Middleton and Swann and I. Daines and Porter.

**B1 MINUTES OF THE PREVIOUS MEETING**

Resolved:- That the minutes of the previous meeting of the Standards Committee held on 13<sup>th</sup> March, 2014 be approved as a correct record.

**B2 UPDATE FROM THE MONITORING OFFICER ON ALLEGATIONS OF BREACHES OF THE CODE OF CONDUCT**

Consideration was given to the update presented by Jacqueline Collins, Monitoring Officer, which referred to the handling of complaints of breaches of the Code of Conduct and provided details on:-

1. A complaint that a Borough Councillor had failed to declare an interest in a matter of business at a meeting. The complainant had referred his complaint to the Ombudsman. The complainant was asked for details to substantiate his complaint on two occasions, but failed to do so. In the circumstances the Monitoring Officer wrote to the Ombudsman to confirm that, in the absence of any detail to substantiate the allegation, the matter would not proceed further.
2. A complaint that a Town Councillor had deliberately altered the order of an agenda in order to favour relatives. The matter was considered by the Monitoring Officer and advice from the Independent Person, was sought.

Upon consideration the Monitoring Officer was satisfied that the individuals who were alleged to be relatives of the Town Councillor were not related to him. In addition the action that the Town Councillor was alleged to have taken would not have constituted a breach of the Code of Conduct in any event. The Independent Person concurred with the Monitoring Officer and would not be considered further.

3. A complaint that members of one particular party on a Parish Council had committed misconduct in public office by entering into a contract that was not lawfully executed.

Upon consideration the Monitoring Officer formed the view that the unlawful actions alleged would have been the responsibility of the officers and advisers of the Parish Council. The alleged

transgressions would not be those of the Councillors themselves.

The matter was referred to the Independent Person, whose view was that there was no potential breach of the Code of Conduct and that the offence of misconduct in public office would be a matter to be investigated by the Police. In view of this the matter would not be referred for further consideration.

4. A complaint that a Parish Council had acted unfairly in relation to one of its members; that certain Parish Councillors had acted inappropriately; that there had been impropriety with regard to a transaction and that "resolute actions" needed to be taken by the Chief Executive and Monitoring Officer to prevent the parish becoming a "cauldron of dissent".

The Monitoring Officer formed the opinion that these were not matters which could be considered under the Code of Conduct and informed the complainant accordingly.

Resolved:- That the report, the steps taken and its contents be noted.

### **B3 UPDATE FROM THE MONITORING OFFICER ON THE CONFIDENTIAL REPORTING CODE**

Consideration was given to the update presented by Jacqueline Collins, Monitoring Officer, which provided an update on the contents of the Confidential Reporting Code and referrals for the year 2013/2014.

The Council's Confidential Reporting Code (commonly known as the Whistleblowing Procedure) was reviewed annually and was now presented as being fit for purpose.

The Code had also been reviewed in accordance with the British Standards PAS 1998:2008 Whistleblowing Arrangements Code of Practice, and found to be generally compliant. The area where the Council's Code deviated from the British Standard was that it did not provide access to a helpline for confidential enquiries. However, the Code did enable advice to be sought from the Chair of the Standards Committee, the Chief Executive, the Monitoring Officer and the Director of Human Resources. In addition, if the complainant was not satisfied with the actions taken by the Council the matter could be referred externally, to a number of bodies including KPMG, the Council's external auditors. These were considered to be appropriate safeguards which reflect the requirements of the British Standard.

One referral had been received under the Confidential Reporting Code which was dealt with by the Monitoring Officer. The allegation was of financial mismanagement at a school and was investigated by the Council's Internal Audit team. The allegations of fraudulent mismanagement were not substantiated.

The Committee asked a number of questions relating to the availability and access to the Confidential Reporting Code for staff, whether its revisions and availability should be publicised again, how anonymous complaints were dealt with, whether partner agencies were also covered by this or their own similar Codes and whether it was permissible to use evidence captured by images either overtly or covertly.

The Monitoring Officer confirmed she would take steps to publicise the Code via a Manager's Briefing and ensure that this was cascaded to staff and that investigate and report back to the next meeting on reporting procedures for partner agencies and whether or not images or C.C.T.V. could be used in evidence.

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

(2) That a Manager Briefing be circulated on the Confidential Reporting Code.

(3) That further information be presented to the next meeting of the Standards Committee on the confidential report procedures for partner agencies.

#### **B4 REQUEST FOR A DISPENSATION FROM THE REQUIREMENTS OF THE CODE OF CONDUCT**

Consideration was given to a report presented by Jacqueline Collins, Monitoring Officer, which detailed a request for a dispensation from Councillor Scholey of Maltby Town Council from the requirements of the Code of Conduct.

Councillor Scholey was currently on the committee of the Town Council which was overseeing bowling greens and who was also a member of Coronation Parks Retired Persons Bowling Club. This constituted a personal interest and disclosable upon Councillor Scholey's Register of Interests.

In these circumstances Councillor Scholey would have to declare his interest at any meeting considering issues connected with the Retired Persons Bowling Club and then proceed to consider whether that interest was of such significance as to warrant withdrawal from the meeting. A request had been received which asked the Committee to consider Councillor Scholey's request for a dispensation. The dispensation could be granted either on the basis that it was in the interests of persons living in the Council's area or that it was otherwise appropriate to grant such a dispensation.

The Committee considered the request and were of the opinion that Mr. Scholey's involvement in bowling green discussions could add value and on this basis were happy to grant his request.

Resolved:- That the request for a dispensation be granted.

**B5****EXCLUSION OF THE PRESS AND PUBLIC**

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

**B6****CONFIDENTIAL UPDATE FROM THE MONITORING OFFICER**

Consideration was given to a report presented by Jacqueline Collins, Monitoring Officer, which provided an update with regard to the progress of an investigation into an allegation of a breach of the Code of Conduct and to report upon the outcome of the appointment process for two new Independent Members.

The Monitoring Officer had now received the investigatory report regarding this incident and due to the Council's two Independent Persons having been involved in this case it was felt appropriate to seek the advice of a different Independent Person. A Sub-Committee would now be convened to consider the matter further.

Mr. P. Beavers, Independent Person, also gave an update on his current involvement, his engagement with the public and Parish Council and his commitment to working with all those involved over the coming few months.

The Committee noted the difficulties that this particular Parish Council had encountered, but wished to see the Parish Council work democratically together to serve the needs of its electorate.

The Monitoring Officer also outlined the recent recruitment process and the satisfaction of the Interviewing Panel that the two people who had submitted applications to become Independent Members met the criteria in the person specification. The Panel were now happy to forward to Council their recommendations to approve the two Independent Members of the Standards Committee.

(1) Resolved:- That the steps taken with regard to the investigation be noted.

**(2) Recommended:- That Ms. Adele Dowdall and Mrs. Catherine Saltis be appointed as Independent Members to the Standards Committee.**

**B7 DATE AND TIME OF NEXT MEETING**

Resolved:- That the next meeting of the Standards Committee take place on Thursday, 11<sup>th</sup> September, 2014 at 2.00 p.m.

**THE CABINET**  
**18th June, 2014**

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

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

An apology for absence was received from Councillor Lakin.

**C1            QUESTIONS FROM MEMBERS OF THE PUBLIC**

(1) A member of the public referred to immigration being of concern to the people of this town, given the recent results in the polls and asked if the Council could give the public the true facts of how this had happened and how it had taken place.

The Leader explained that he had no true facts as to how this had happened as the Council had no control over immigration or who came to this country or even to Rotherham. The Council were not able to control benefits, but were trying, and had been criticised for it, to ensure that people were integrated and able to live together in a more harmonious way.

In a supplementary question the member of the public considered it an almost impossible task to ascertain how many had come to settle in Rotherham over the last few years and pointed out that invariably the different types of people were often grouped together and asked if the numbers also included asylum seekers.

Councillor Hussain, Cabinet Member for Communities and Cohesion, explained that the figure for asylum seekers was controlled centrally by Government and Rotherham was part of the South Yorkshire Consortium which agreed on how many could be housed in Rotherham. G4S currently had the contract for the placement of asylum seekers and discussions had taken place with them as to how many, pro rata, Rotherham could accommodate and funded accordingly.

In terms of the grouping together of different types of people it was not possible to differentiate this due to unrestricted EU migration without being disrespectful.

The Leader advised that he was part of a European Committee and if it was possible to fund the countries within Europe who were experiencing the worst hardship, then the people from these countries would have little reason to migrate or consideration should be given to funding the countries who were receiving the most people so that the services they required could be supported accordingly.

(2) A member of the public pointed out that she had written to Cabinet Members about the access problems she was experiencing at Firsby and asked if the 1996 designation of Firsby Reservoir Local Nature Reserve and the works proposed to the area would have an impact on this status?

The Strategic Director of Environment and Development Services explained that the proposed works at Firsby would not impact on this status and this was outlined in the report which was appearing later on this meeting's agenda and which would complement the fauna and flora in that area with the developments proposed. The Cabinet was to be given three options for consideration, but the nature designation of the site would not be altered in any way.

## **C2 DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

## **C3 ROTHERHAM LOCAL PLAN STEERING GROUP**

Councillor Smith, Cabinet Member for Planning, Highways and Street Scene Services, introduced the minutes of the Rotherham Local Plan Steering Group held on 5<sup>th</sup> June, 2014.

Discussion took place on the Wildlife Site Framework Update, Archaeological Scoping Studies and the Green Belt Detailed Review.

It was also pointed out that a Local Plan drop-in session had also been arranged for Thursday, 31<sup>st</sup> July, 2014 for Elected Members and Parish Councils in the John Smith Room at the Town Hall.

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 5<sup>th</sup> June, 2014 be received.

## **C4 REVENUE ACCOUNT OUTTURN 2013/14**

Councillor Wyatt, Cabinet Member for Finance, introduced a report by the Director of Finance, which detailed how in 2013/14 the Council budgeted to spend £221.474m on its General Fund Revenue Account. Actual spending for the year was £220.440m, a saving against budget of - £1.034m (or -.47%). Of this, £0.747m was accounted for by surpluses on trading accounts, leaving a net underspend of £0.287m. (-0.13%)

Requests to carry-forward £251k of unspent 2013/14 budgets for specific projects/purposes were also included in this report. If approved the remaining balance available to support the future years' budget was £36k.

In addition, the Delegated Schools' Budget was £154.271m. Actual spend against this was £155.155m, an overspend of £0.884m for the year. This had drawn down from Schools' Reserves which at 31st March, 2014 stood at £6.456m.

The Housing Revenue Account (HRA) in 2013/14 was budgeted to draw down funding from the HRA General Reserve of £2.599m. However, use of the reserve was not required and there had been a contribution to this Reserve of £1.570m.

This was a very positive outturn, especially given the challenges faced in-year which necessitated the implementation of a moratorium on all but essential spend from October. It was the result of the hard work of both Elected Members and staff in managing reducing levels of funding at a time of increasing service need, and also the generally good and responsible financial management on the part of budget holders.

Reflecting the above outturn position, and assuming the recommendations in this report were approved, the Council's Revenue Reserves as at 31st March, 2014 were General Fund Reserves available and uncommitted to support the Budget £10.222m and Earmarked Reserves £57.031m of which £43.540m was ringfenced for HRA, Schools and to meet future PFI contractual obligations.

Resolved:- (1) That the Council's General Fund, Schools' and the Housing Revenue Account (HRA) Revenue Outturn Position Statements for 2013/2014 be noted.

(2) That the level of the Council's Revenue Reserves as at 31st March, 2014 be noted.

(3) That the carrying forward of underspends on Trading Services (£747,055) and requests for carrying forward of specific items (£251,467) in accordance with the Council's approved policy be approved.

(4) That the waiving of the Council's policy of carrying forward 20% of Directorate underspends from 2013/14 be approved.

#### **C5 CAPITAL PROGRAMME OUTTURN 2013/14 AND UPDATED ESTIMATES 2014/15 TO 2016/17**

Councillor Wyatt, Cabinet Member for Finance, introduced a report by the Director of Finance, which detailed the capital outturn position for the 2013/14 financial year and recommended for approval changes to the programme for the financial years 2014/15 to 2016/17. These changes have resulted from the 2013/14 outturn and scheme changes since the overall programme was agreed in March 2014, as part of the budget setting process.

For 2013/14 the Council's capital investment into the regeneration and enhanced infrastructure of the Borough was £71.769m. The profile of this investment and the updated future expenditure plans were reflected in the Directorate summary table within the report. A detailed copy of the programme for each Directorate was also attached as appendices to the report.

The updated programme had been prepared in light of the capital resources known to be available to the Council over these financial years, and estimated on a prudent basis.

The Council was continuing to undertake a comprehensive review of its assets and buildings portfolio, with the aim to rationalise both its operational and non-operational asset holdings, which may contribute both a future capital receipt and a revenue saving.

- (1) Resolved:- that the 2013/14 capital outturn position be noted.
- (2) **Recommend:- That the updated 2014/15 to 2016/17 capital programme be approved.**

## C6

### TRANSFORMATION CHALLENGE AWARD

The Leader introduced a report by the Strategic Director of Children and Young People's Services, which detailed how in late April the Government announced the availability of £105m Transformation Challenge Award grant and a further £200m capital receipts flexibility.

The purpose of this report was to provide a briefing to Cabinet on the Transformation Challenge Award and to provide detail around the bid proposal for Rotherham.

Each Local Authority was limited to one project submission, which had to be made by 1st July, 2014.

It was proposed that a bid from Rotherham be submitted to fund the development of a Multi-Agency Safeguarding Hub (MASH) underpinned by the development of a Single View of a Child Information Dashboard.

The MASH would help to bring about positive outcomes for children and young people, their families and carers through a multi-agency approach to referral, decision making, assessment and the provision of services at the right time, in the right place and by the right person.

It would focus on safeguarding children and dealing with domestic abuse. The co-location would enable agencies working with children, young people, their families and carers to work collaboratively to offer a co-ordinated response to families. This would be carried out by agencies collectively assessing need and identifying services from the point of contact, through referral and decision making to the provision of services

to safeguard children and support their families. The objective was to provide an improved 'journey' for the child or parent/carer with a greater emphasis on early intervention.

To underpin this work a "single view of a child" integrated data dashboard was proposed. The dashboard would provide an holistic view of performance across partners, underpinned by a single view of the child/family and provide the following benefits:-

- Improve the accuracy of information shared.
- Enable partners to share information more effectively and timely.
- Provide one holistic view of the child created by the information held by partner agencies.
- Provide the most up to date information about the child and family.
- Enable visible identification of the child's and families journey and where they are in the process.
- Provide a tool for the collation of partner data and the ability to monitor and manage performance against this data.

As part of the contract for the social care system with Northgate an infrastructure was purchased in 2013 which would be the basis for further developments around a single view of a child.

It was envisaged, however, that this would be rolled out wider to include the Foundation Years' Service and to support the Families for Change work (Troubled Families), it would be hoped that the IT development could then be shared (sold on) to other Local Authorities for use in their multi-agency teams.

The critical criteria to be met for the scheme related to:-

- Savings must exceed the amount of grant/capital receipt flexibility sought.
- The bid must have a positive impact on service users.
- As a minimum, bids must be in partnership with at least one other partner. This could be another local authority, public authority, the Voluntary and Community Sector or a private sector partner.
- For capital flexibility only. That the value of the asset sale was genuinely additional to those disposals that would have happened anyway.

Cabinet Members noted this initiative would deliver cash releasing efficiencies in the work with young people. The funding bid submitted by the Council would require a responsible partner to also sign up and this multi-agency approach, led by the Council, would deliver, in cost avoidance terms, significant benefits going forward.

Resolved:- That the principle of Rotherham submitting a Transformation Challenge Award bid be signed up to and for this to be developed further for submission on the 1st July, 2014.

C7

## CHILDREN'S CENTRE CONSULTATION

Further to Minute No. 167 of the meeting of the Cabinet held on 15<sup>th</sup> January, 2014, The Leader, introduced a report by the Strategic Director of Children and Young People's Services, which approved a request to complete a statutory public consultation in relation to proposed changes to Rotherham's twenty-two designated Children's Centres. The proposals were to:-

- Close thirteen designated Children's Centre buildings with a reduction to nine Children's Centre buildings across the Borough.
- The remaining nine Children's Centre buildings to be clustered to form seven designated registered Children Centres across the Borough with an increased size of reach areas.
- The creation of a Foundation Years' Service across health, social care and education services.

The purpose of this report was to inform Cabinet of the outcomes from the statutory public consultation, which took place between 3rd February and 30<sup>th</sup> April, 2014. The proposal would enable the Council to realise savings of £2.2 million in order to achieve the required Early Years and Child Care services revenue reductions (including Children Centres). The original budget for the Children's Centres in 2011/12 was £5.045m. The removal of the Early Intervention Grant in June, 2010 followed by a series of reductions in Central Government funding, had resulted in the Children's Centre budget being reduced. The budget for Children's Centre from April, 2015/16 would be £2,025,474.

The consultation process was extensive with fourteen formal public consultation meetings being completed across the Borough, within this period of time. Views and comments at these meetings were received from a range of attendees. These included parents and children, members of the public and local community, staff, child care providers, unions, Head Teachers, Councillors and other organisations.

In addition to the fourteen public consultation meetings, people could access and complete the online questionnaire survey on the Council's website. Completed hard copies of the questionnaire survey were also received, as well as comments via email and formal letters, reports and a powerpoint presentation. Three petitions against the closures of Children's Centres were received from three Children's Centres. People made their views known in person at a Children's Centre of their own choice. Press releases were issued and media interviews also took place. Articles were also published in a range of stakeholder newsletters in order to maximise publicity of the consultation and the proposals. A total of

1746 people responded to the on line consultation survey questionnaire. The majority of responses were from parents or carers (81.6%) and 82% are using a Children's Centre at least once a week. In addition twenty-three emails were also received and five letters.

One hundred and eighty six respondents said they would be willing to take on a centre building proposed to close, and deliver either childcare provision and/or Foundation Years services. One hundred and forty two respondents said they would be willing to take on childcare provision in a centre building proposed to close. However, it was important to note that only one hundred and one of all respondents left contact details. In addition thirty one emails/letters were also received expressing an interest in taking on a Children's Centre building and/or day care provision. Expressions of interest were made by a range of individuals, staff; schools and organisations expressing an initial interest in taking on a Children Centre building. A formal application process would be followed from the 1<sup>st</sup> July 2014.

In order that a more even geographical distribution was achieved, enabling more children and families, including the most vulnerable, to more readily access a children's centre building, further consideration needed to be given to the initial proposal.

On the basis of the rationale used throughout this public consultation; where Centre buildings were proposed to remain open (if they have more than 400 children living in the 30% most deprived SOA), the proposal should be reconsidered to include enabling a further three Children Centre buildings to remain open. This would support respondents' concerns regarding travel and equity of geographical spread of proposed centre buildings in some areas across the Borough.

The additional proposed Centres to remain open were Wath Victoria Children's Centre building (374 children living in the most 30% SOA); Dinnington Children's Centre building (352 children living in the most 30% SOA) and Park View Children's Centre building (345 children living in the most 30% SOA. These three Children's Centres were the next Centres which had the highest number of children living in the 30% most deprived SOA.

This option to increase the number of Children's Centres from the proposed nine to twelve would cost an additional £350K. To address this shortfall a further report would be brought to Cabinet assessing the options for budget adjustment, Service re-configuration and exploration of possible income generation.

If Option 2 was chosen this would result in one or more Children's Centre building being located in each of the individual seven Health locality team areas, and seven Area Assembly boundaries. This addressed some respondents' views regarding the need to align Children's Centre buildings to both Health and Area Assemblies. If Dinnington Children's

Centre building remained open, this would mean that each of the eleven deprived neighbourhood communities would have a Children Centre building. If Wath Children's Centre building remained open this would take into consideration the particularly high prevalence of disabled parents in the Wath area.

Cabinet Members pointed out that the reductions made by Central Government to the Children's Centre Grant had meant that changes had to be made going forward. However, on the evidence of the concerns expressed and the receipt of the 6,000 signature petition received by the Leader of the Council prior to the meeting taking place, increasing the number of Children's Centre buildings from nine to twelve would raise the number of families and children able to access a Children's Centre building in their locality, including the most vulnerable.

Resolved:- That the proposal of retaining three additional Children Centre buildings Wath Victoria Children's Centre (Wentworth North); Dinnington Children's Centre (Rother Valley South) and Park View Children's Centre (Rotherham North) in addition to the original proposal be approved.

C8

#### **SCRUTINY REVIEW - IMPROVING ACCESS FOR YOUNG PEOPLE SEEKING HELP AND SUPPORT AROUND SELF HARM**

Further to Minute No. 234 of the meeting of the Cabinet held on 9<sup>th</sup> April, 2014, the Leader, introduced the report by the Strategic Director of Children and Young People's Services which provided the response to the ten recommendations made by the Youth Cabinet to improve young people's access to appropriate help and support around self-harm and offered a way forward that would develop a holistic approach through both strategies, training and service delivery.

The focus of the review's recommendations which were all accepted and agreed by partners was to develop clear and concise information that would improve young people's access to services. It was also recommended that a more integrated approach at a strategic level was established to ensure that young people received an appropriate and timely intervention through clear pathways and protocols.

Resolved:- (1) That the response to the Youth Cabinet Scrutiny recommendations be approved.

(2) That everyone involved in this review, especially the Youth Cabinet, be thanked for their input.

(3) That the response to the Scrutiny Review be submitted to the next available meeting of the Overview and Scrutiny Management Board.

C9

## LOCAL FLOOD MANAGEMENT RISK STRATEGY

Further to Minute No. 101 of the meeting of the Cabinet Member for Regeneration and Development Services held on 4<sup>th</sup> March, 2013, Councillor Smith, Cabinet Member for Planning, Highways and Street Scene Services, introduced a report by the Strategic Director of Environment and Development Services, which approved the Council's Draft Rotherham Local Flood Risk Management Strategy (the Strategy) for consultation.

The draft Strategy had been forwarded to the Council's partners, stakeholders and communities for consultations, and had been amended where necessary.

The Flood Risk Regulations 2009 implemented the requirements of the European Floods Directive, which aimed to provide a consistent approach to managing flood risk across Europe. The regulations imposed new duties on the Council as the Lead Local Flood Authority (LLFA) for Rotherham, including the responsibility for managing local flood risk in particular from ordinary watercourses, surface runoff and groundwater.

Under the requirements of the Flood Risk Regulations 2009 and the Floods and Water Management Act 2010, the Council's key new roles and responsibilities were as follows:-

- Duty to produce a local flood risk management strategy for the Rotherham area.
- Ability to work with other risk management authority regarding flood risk.
- Duty to exercise and carry out works in accordance with the national flood and coastal erosion risk management strategy and relevant local flood risk management strategies.
- Provide strategic leadership and partnership between lead local flood authorities and other risk management authorities.
- Duty to co-operate and provide information with other risk management authorities.
- Power to carry out works to manage flood risk from surface runoff or groundwater.
- Power to arrange for a flood risk management function to be transferred to another risk management authority.
- Power to request information from other key agencies and landowners in connection with its flood management functions.
- Duty to act as the co-ordinator for the investigation of flood incidents and publish the results on the Council's website.
- Duty to establish and maintain a register of drainage assets/ features and a register of structures/features which it considers are likely to have a significant effect on local flood risk.
- Power to designate features or structures that affect flood risk which places legal responsibilities on the owner of the asset to manage.

- Power to formally consent and/or approve works within Ordinary Watercourses which includes all temporary and permanent works.
- Duty to promote and manage Sustainable Drainage.
- Duty to establish a Sustainable Drainage Systems (SuDS) Approving Body (SAB), which will have the power to approve, supervise, adopt and maintain SuDS, and how surface water is managed on new development sites.
- Duty to contribute towards the achievement of sustainable development.

The Flood and Water Management Act required the Council to ensure that adequate scrutiny arrangements were put in place to review, scrutinise and approve the Council's Local Flood Risk Management Strategy for Rotherham.

The draft strategy was presented to the Council's Overview and Scrutiny Management Board on the 8<sup>th</sup> February, 2013 where it was recommended that the Strategy be forwarded onto the Cabinet for approval.

The Strategy would be reviewed and scrutinised on a six yearly cycle as a minimum. The Strategy was a 'living' document and a duty of the Council to update and amend the Strategy year on year, for example in response to changes in legislation, actual data following a major flood event, new asset data, resource and funding opportunities etc.

Resolved:-

- (1) That the final Strategy be approved.
- (2) That the publication of the final Strategy be approved.
- (3) That the periodic update and publication of the Strategy be approved.

## C10 FIRSBY RESERVOIR

Councillor Smith, Cabinet Member for Planning, Highways and Street Scene Services, introduced a report by the Strategic Director of Environment and Development Services which sought approval for a range of further works at Firsby Reservoir following on from the urgent works in December, 2012.

Further background information and the proposals going forward were referred to and set out in detail as part of the report.

A range of other measures were proposed, linked, to a greater or lesser to the lowered water level following the emergency works, and conversely to a greater or lesser extent to lack of recent maintenance, but all helping to reassure users of the site of Council's continued commitment to the site as well as minimise ecological impact. These included:-

- Scalloping of the shoreline of the larger lake to create opportunities for wading birds.
- Importing large boulders to the downstream area of the new spillway to help protect the spillway sides and the receiving watercourse, and also to prevent quad bikes and similar from damaging the spillway sides and gaining general access to the site.
- Eradication of self set willows from around both reservoirs and the dams.
- Removing developing scrub on acid grassland below the small dam which will assist with future access to the dam crest.
- Thin developing alder and oak on the water body margins and at the upstream areas of the site where the watercourses enter.
- Hedgerow management especially along footpaths
- Screening especially along north eastern edge of larger reservoir to lessen disturbance to loafing wildfowl, particularly Teal, in winter.

The above measures together with associated management in the long term would create a new ecological mosaic of habitats that would support a good range of bird species and other wildlife. Despite a small number of breeding bird species likely to be lost due to the reduction in open water area, the new layout would support existing and new species.

Discontinuance of the reservoir in this form would mean that health and safety legislation in respect of open water bodies would still need to be complied with. The majority of the structures associated with the reservoirs would also be retained and need to be maintained (in regard to the bridges) and kept visible with restricted public access (in regard to spillway and channel walls with drops behind).

Cabinet Members welcomed the opportunity to complete the works to Firsby Reservoir, given this site's ecological attraction.

Resolved:- (1) That Firsby Reservoir be approved to be retained in its current form (subject to any required minor works) and certification to be sought to have the reservoir 'discontinued' under the Reservoirs Act 1975.

(2) That the appointment of a Qualified Civil Engineer to formally approve the further works required for the 'discontinuance' of the reservoir be approved.

(3) That the minor works required be approved and for a range of mitigation works associated with the discontinuance and for works to improve access, to remove silt from the reservoir, and other minor associated works.

(4) That a maximum of £125,000 of expenditure to fund items i) to iii) above be approved. The associated borrowing costs of £25,000 of this expenditure to be met by the Service, using the identified savings, and the associated borrowing costs of up to £100,000 expenditure to be met corporately.

(5) That a further report be brought to Cabinet should early contractor involvement indicate any significance variance in the estimated cost of the further works becomes apparent.

**C11 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 1972 (as amended March 2006) (information relating to the financial or business affairs).

**C12 CAPITAL PROGRAMME - CAPITAL RECEIPTS UPDATE**

Councillor Wyatt, Cabinet Member for Finance, introduced a report by the Strategic Director of Environment and Development Services, which highlighted changes to the forecast of capital receipts.

Over the last three years (2011/12 to 2013/14) the total capital receipts achieved by Asset Management was £16.1m. Additionally, in 2014/15 receipts of £0.86m have already been achieved and a further £10.4m was anticipated to be completed by the financial year end. This level of receipts substantially helped the Council address its budget challenges by reducing the amount of borrowing needed to finance the Council's activities.

Resolved:- That the position on capital receipts be noted.

**CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES'  
SERVICES  
9th April, 2014**

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

Councillor Pickering was also in attendance.

Apologies for absence were received from Councillors Ahmed and Beaumont. Councillor Beaumont was absent as she was attending other Council business and representing Councillor Lakin at a CSE Forum in Barnsley.

**D112. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made.

**D113. MINUTES OF THE PREVIOUS MEETING HELD ON 5TH MARCH, 2014.**

The minutes of the previous meeting of the Cabinet Member for Children, Young People and Families' Services held on 5<sup>th</sup> March, 2014, were considered.

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

**D114. RECOMMENDED PROVIDER FOR THE CONTRACT TO DELIVER ADVOCACY FOR CHILDREN AND YOUNG PEOPLE INVOLVED IN CHILD PROTECTION PROCESSES - RETROSPECTIVE APPROVAL.**

Consideration was given to the report presented by the Strategic Commissioner (Neighbourhood and Adult Services Directorate) that outlined a tendering process that had taken place in relation to the contract to deliver Advocacy for children and young people involved in Child Protection processes.

The report outlined the commissioning history relating to the area. A commissioning exercise had been undertaken in preparation of the contract ending on 31<sup>st</sup> March, 2014. The contract offered was for one year from 1<sup>st</sup> April, 2014 – 31<sup>st</sup> March, 2015 with the option to extend for a further year if desirable.

An outline of the commissioning exercise had taken place and the responses were shared. Three bids had been received and were graded against the criteria.

Using a rigid application of the evaluation criteria, Barnardo's were confirmed as the successful bidder. A soft-challenge had been received from the Rights 2 Rights Service, which had led to a re-evaluation of the submissions. The same outcome was achieved and the bid submitted on

behalf of the Rights 2 Rights Service was found to contain insufficient detail and did not deliver against all of the criteria required.

The Strategic Commissioner confirmed that all contracts in place were subject to robust performance management and that this would continue.

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

(2) That Barnardo's, the successful bidder for the contract, be endorsed to deliver Advocacy Services for children and young people involved in Child Protection processes.

#### **D115. BUDGET MONITORING REPORT TO 28TH FEBRUARY, 2014.**

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 28<sup>th</sup> February, 2014.

Overall, the Directorate was estimating a £968,000 over-spend outturn position at the end of the 2013/2014 financial year. This now represented a reduction of £156,000 since the January budget monitoring report.

This over-spend position had increased since the time of writing the submitted report, when it was originally reported as £768,000 over-spent. This was due to continuing discussions relating to the Academisation of Rawmarsh Community School. When the report had been written it was estimated that the School's £100,000 deficit would be transferred to the Local Authority on the completion of their sponsored academisation. It was known at this point that the deficit was higher but it was thought likely that the deficit could be reduced. Following further discussions with the Headteacher and Business Managers of both Schools involved, it was now likely that the deficit would be approximately £300,000. Robust financial management would be in place following the School's academisation. The Local Authority would monitor the budget on a weekly basis and the School would only be allowed to undertake essential spend on staffing, utilities and health and safety items.

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, Disability Services and the Directorate-Wide budget.

The report provided an update on the main areas of variance and outlined the main pressures and areas of under-spend and/or over-spend for each Service.

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

- Proactive management concentrating on avoiding costs relating to placements for Looked After Children, the Fostering Framework and through block commissioning and negotiation of placements was taking place. These efforts had achieved savings of £714,000 to February, 2014;
- The Multi-Agency Support Panel was continuing to make efficient multi-agency management actions and decisions, and continuing to avoid costs wherever possible;
- The Invest to Save Programme in Fostering and Adoption Services was continuing to be effective and increase the number of in-house fostering placements and adopters;
- Agency costs had increased compared to the same period in the previous year primarily as a result of covering vacant posts within Safeguarding Children and Families' Service, and covering sickness absence and maternity leave to ensure that safe staffing ratios were maintained. Recruitment was underway in relation to vacant posts to save on agency costs;
- The recruitment of Social Workers and Team Managers was also considered. The timescales involved often meant that posts could not be filled as soon as they became vacant. However, the recruitment and retention of Social Workers was not currently uncontrolled or unpredictable in Rotherham. The Department for Education's data had shown that Rotherham's turnover of social care staff and use of agency was one of the lowest in the region;
- Non-contractual overtime for Children and Young People's Services had increased compared to the same period in the previous year as a result of the need for fully trained staff to maintain cover in residential homes. Agency staff could not cover these posts due to training requirements and service-users' need for consistency;
- Consultancy costs had decreased compared to the same period in the previous year.

Based on previous Budget Monitoring feedback from the Cabinet Member, the January 2014 report contained a breakdown of the different placement types that existed for the years 2011/12, 2012/13 and 2013/14 to February, 2014. The breakdown noted the number of out-of-authority placements that existed, the average placement cost, independent fostering agencies and in-house fostering placements.

The report informed the Cabinet Member of current risks and uncertainties relating to the Service's budget: -

- The recruitment of in-house fosterers and adopters was a continuing focus for the Service, but these could only go forward if the quality of the placement was sufficient;
- It was intended that placement costs were reduced, however, the decisions around selecting a placement were always made in the best interest of the child/children.

The Cabinet Member was disappointed that Children and Young People's Services' estimated over-spend position had once again increased after continued work had reduced it to £768,000. He referred to the legislation that compelled local authorities to be responsible for the deficits of schools that were becoming sponsored academies and was mindful that the overall Children and Young People's Services' over-spend increase was due to Rawmarsh Community School not being able to reduce their budget deficit within the period agreed.

Resolved: - (1) That the latest financial projection against the budget for the year based on actual income and expenditure to 28<sup>th</sup> February, 2014, be noted.

(2) That a report be presented to a future meeting of the Cabinet Member for Children, Young People and Families' Services outlining individual school's budget monitoring reports.

**D116. ADMISSIONS CONSULTATION OUTCOME IN RESPECT OF ENTRY IN THE 2015/2016 ACADEMIC YEAR.**

Consideration was given to the report presented by the Principal School Admission, Organisation and Special Educational Needs Assessment Service Officer (Schools and Lifelong Learning, Children and Young People's Services Directorate) that outlined the consultation that had taken place on the School Admission Policy/Co-ordinated Scheme for the admission year 2015/2016. The Policy had to be finalised by 15<sup>th</sup> April, 2014.

Minute No. D55 (Admissions Consultation in respect of entry in the 2015/16 academic year) of the meeting of the Cabinet Member for Children, Young People and Families' Services that took place on 16<sup>th</sup> October, 2013, refers.

The School Admission Policy/Co-ordinated Scheme for the admission year 2015/2016 included sections relating to: -

- Admission Criteria for Community Schools;
- Co-ordinated Admission Arrangements (including Admissions Criteria);
- Waiting Lists;
- Catchment Areas;
- Fair Access Protocol (FAP);
- Statutory Closing Dates;
- Report to the Schools Adjudicator.

An outline of the 2015/2016 Admissions Policy was provided: -

- No changes were planned to the Admissions Criteria for 2015/2016;
- The closing date for admission to Secondary School on 1<sup>st</sup> September, 2015, would be 31<sup>st</sup> October, 2014. The closing date for

admission to Primary School on 1<sup>st</sup> September, 2015, would be 15<sup>th</sup> January, 2015;

- No alterations to existing catchment areas were proposed, although it was noted that discussions would be taking place with stakeholders regarding the catchment area of the new central primary school. A report on this would follow to the Cabinet Member in due course;
- Consultation had already taken place by either prescribed alteration process or via the annual admissions consultation in relation to amendments and alterations to school admission numbers.

The Principal Officer requested that the draft 2015/2016 Admissions document be approved and published on the Council's website.

Resolved: - That the Admission Arrangements for the 2015/2016 school year, as included in the submitted report, be agreed following the end of the consultation process.

**D117. 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 21<sup>st</sup> May, 2014, to start at 9.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES'  
SERVICES  
21st May, 2014**

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

Apologies for absence were received from Councillor Ahmed

**D118. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made.

**D119. MINUTES OF THE PREVIOUS MEETING HELD ON 9TH APRIL, 2014.**

The minutes of the previous meeting of the Cabinet Member for Children, Young People and Families' Services held on 9<sup>th</sup> April, 2014, were discussed.

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

**D120. MINUTES OF A MEETING OF THE CHILDREN, YOUNG PEOPLE AND FAMILIES' PARTNERSHIP HELD ON 19TH MARCH, 2014.**

The minutes of the previous meeting of the Children, Young People and Families' Partnership held on 19<sup>th</sup> March, 2014, were noted for information.

The Director for Schools and Lifelong Learning reported in relation to Minute No. 259 (ADCS Report – “What is Education For”) that she had prepared training and information sessions for members of the Children and Young People’s Directorate Leadership Team, the Council’s Senior Leadership Team and the Council’s M2 and M3 managers to increase awareness of the issues.

Resolved: - That the minutes of the previous meeting of the Children, Young People and Families' Partnership be noted for information.

**D121. PROPOSED EXPANSION OF BRAMPTON THE ELLIS JUNIOR SCHOOL - FINAL DETERMINATION.**

Consideration was given to the report presented by the Principal School Admissions, Organisation and Special Educational Needs Assessment Service Officer (Schools and Lifelong Learning, Children and Young People’s Services Directorate).

Minute No. D106 from the meeting of the Cabinet Member for Children, Young People and Families' Services held on 5<sup>th</sup> March, 2014, gave permission for the proposal to expand Brampton the Ellis Junior School to go through Statutory Consultation.

The Principal Officer advised that the proposal was linked to the one in relation to Cortonwood Infant School. Statutory notices had stood and no formal objections had been received.

It was proposed that the School's Published Admission Number (PAN) would increase from 70 to 80 children in the Year Three class of 2014/2015 and in subsequent years thereafter. The PAN would subsequently rise from 80 to 90 with effect from September, 2020.

Funding for the expansion would be available from the Department for Education's Basic Needs funding that was provided to ensure sufficient school places existed, and from Section 106 Developer Contributions, subject to trigger points being met.

Discussion ensued and the Cabinet Member and Advisers asked questions about the following issues: -

- Building expansion requirements;
- Planning permission;
- The need to work alongside other consultations that were taking place.

Resolved: - That, in the absence of any formal objections to the proposal, Brampton The Ellis Junior School be expanded as outlined in the submitted report, subject to the planning permission application being granted.

#### **D122. PROPOSALS TO EXPAND CORTONWOOD INFANT SCHOOL - FINAL DETERMINATION.**

Consideration was given to the report presented by the Principal School Admissions, Organisation and Special Educational Needs Assessment Service Officer (Schools and Lifelong Learning, Children and Young People's Services Directorate).

Minute No. D105 from the meeting of the Cabinet Member for Children, Young People and Families' Services held on 5<sup>th</sup> March, 2014, gave permission for the proposal to expand Cortonwood Infant School to go through Statutory Consultation.

The Principal Officer advised that the proposal was linked to the one related to Brampton Ellis Junior School. Statutory notices had stood and no formal objections had been received.

It was proposed that the School's Published Admission Number (PAN) would increase from 40 to 50 children in the Foundation Stage Two/ Reception Class of 2017/2018 and in subsequent years thereafter.

Funding for the expansion would be available from the Department for Education's Basic Needs funding that was provided to ensure sufficient school places existed, and from Section 106 Developer Contributions, subject to trigger points being met.

Discussion ensued and the Cabinet Member and Advisers asked questions about the following issues: -

- Building expansion requirements;
- Planning permission;
- The need to work alongside other consultations that were taking place.

Resolved: - That, in the absence of any formal objections to the proposal, Cortonwood Infant School be expanded as outlined in the submitted report, subject to the planning permission application being granted.

**D123. PROPOSAL TO AMALGAMATE BRAMPTON THE ELLIS JUNIOR AND INFANT SCHOOLS BY THE DISCONTINUANCE OF THE JUNIOR SCHOOL AND THE CHANGE OF AGE-RANGE OF THE INFANT SCHOOL - FINAL DETERMINATION.**

Consideration was given to the report presented by the Principal School Admission, Organisation and Special Educational Needs Assessment Service Officer (Schools and Lifelong Learning, Children and Young People's Services Directorate). The report referred to Minute No. D107 of the Cabinet Member for Children, Young People and Families' Services held on 5<sup>th</sup> March, 2014, where permission had been given to undertake Statutory Consultation on the proposal.

The report outlined the Statutory Consultation period that had stood between 14<sup>th</sup> March, 2014 and 11<sup>th</sup> April, 2014 on the proposal to discontinue Brampton The Ellis Junior School and change the age-range of the Infant School.

Full consultation had taken place with all stakeholders, including the Ellis Trust, the local MP, Ward Councillors and Ofsted. This proposal was supported as a way of addressing the Ofsted inspection outcome relating to the Junior School. The proposed amalgamation did not include any changes to the school buildings. The amalgamated school would be known as Ellis Primary School.

Resolved: - That, in the absence of any formal representation against the proposal to amalgamate Brampton The Ellis Infant and Junior Schools (CE Aided) through the discontinuance of the Junior School and the change in age-range of the Infant School, be approved.

**D124. RECEIPT OF LETTERS REGARDING THE PROPOSED AMALGAMATION OF THORPE HESLEY JUNIOR AND INFANT SCHOOLS.**

The Cabinet Member noted receipt of fifty-four letters of representation from staff and parents and carers of children at Thorpe Hesley Infant and Junior Schools regarding the proposed amalgamation of the Infant and Junior Schools.

Resolved: - That the content of the letters be noted and referred to Officers within School and Lifelong Learning, Children and Young People's Services Directorate, for consideration as part of the Consultation process.

**D125. PROPOSALS TO AMALGAMATE THORPE HESLEY INFANT AND JUNIOR SCHOOLS - STATUTORY CONSULTATION.**

Consideration was given to the report presented by the Principal School Admissions, Organisation and Special Educational Needs Assessment Service (Schools and Lifelong Learning, Children and Young People's Services Directorate) that outlined the proposal to amalgamate Thorpe Hesley Infant and Junior Schools. Minute No. D107 of the Cabinet Member for Children, Young People and Families' Services held on 5<sup>th</sup> March, 2014, gave permission for the proposal to go through Pre-Statutory Consultation.

The report now updated the Cabinet Member on the outcomes of that process. Reference was made to the consultation meetings that had taken place with stakeholders and also the letters of representation that had been received giving views on the proposals.

The Cabinet Member and his Advisers questioned the Officers about the proposal and the Pre-Statutory Consultation process that had taken place.

Overall, the proposal was supported by stakeholders. Letters of support had been received through the consultation process in support of an existing headteacher becoming headteacher of the 'through' primary school. Other issues raised through the Pre-Statutory Consultation process regarding the two separate school buildings and how these would operate as a single school and governance arrangements of the single school.

The Director of Schools and Lifelong Learning explained the principal benefits of amalgamating infant and junior schools. The benefits related to improved outcomes for children through single school policies relating to curriculum, working together, assessment practices and so on. The submitted report also noted the principal advantages and disadvantages of amalgamating infant and junior schools.

The proposal was that the two Schools amalgamate into one by the discontinuance of the Infant School and the change of age-range of the Junior School from 7-11 years to 3 – 11 years. The 'through' primary school would have 490 places between Reception/Foundation Stage Two and Year Six. The School would have a Nursery Unit of 52 places (26 full-time equivalent places). Each year group would have a Published Admission Number of 70.

There would be no changes to the existing school premises. There would be a recruitment and selection process for the position of Headteacher of the through Primary School, which ensured that the School's Governing Body could appoint the strongest possible candidate to this key role.

The Co-ordinator of Governor Services reported that he was working with the Governing Bodies of the Infant and Junior Schools to prepare to amalgamate into one Governing Body for the amalgamated Primary School.

The Principal Officer requested authorisation to undertake a period of Statutory Consultation on the amalgamation proposal.

Resolved: - (1) That Statutory Consultation commences on the proposal to amalgamate Thorpe Hesley Infant and Junior Schools.

(2) That a further report be brought to the Cabinet Member for Children, Young People and Families' Services at the close of the Statutory Consultation period outlining the outcomes.

**D126. CHILDREN AND YOUNG PEOPLE'S SERVICES 2013-2014 PERFORMANCE INDICATOR OUTTURN REPORT.**

Consideration was given to the report presented by the Performance and Quality Manager and the Performance Analyst (Performance and Quality, Neighbourhood and Adult Services Directorate) that outlined the 2013/2014 outturn performance of Children and Young People's Services Directorate.

The Performance and Quality Manager reported that some of the indicators relating to Social Care were awaiting validation. Their 2013/2014 outturn would be confirmed in October or November, 2014.

The performance report outlined which of the Children and Young People's Services Directorate's performance measures related to the Council's Corporate Plan Priorities.

An exception report was provided for each of the red RAG rated performance measures that were showing performance below the local target and statistical neighbours or national average.

The Performance and Quality Manager outlined the Red rated performance measures at the end of Quarter Four, 2013/2014, and provided information about what was being done to address the performance issues.

Red rated performance measures relating to Corporate Priority One: - Stimulating the local economy and helping local people to work: -

- NI78 – Reduction in number of schools where fewer than 40% of pupils achieved five or more A\* - C grades at GCSE, or their equivalent, including GCSEs in English and Maths and below the median progress measures in both English and Mathematics.

Rotherham had one secondary school that had not met the Key Stage Four standard in 2012/2013 or 2013/2014. This School served a deprived community and had relatively high numbers of pupils who were entitled to the Pupil Premium and who spoke English as an additional language. These factors were significantly greater than their corresponding National Averages.

Additional work was taking place with the school, including: -

- There was a system of Executive Headteacher leadership arrangements in place to address the School's Category and its attainment, which was below the Department for Education's Floor Standards;
- Specialist Leaders of Education had been assigned to the School by the Teaching School Alliance (TSA) because of their expertise in specific areas;
- National Leaders of Education (NLE) and Local Leaders of Education (LLE) were working alongside Headteachers to drive forward improvements and build capacity to ensure that improvements could be sustained. NLEs and LLEs were working within or beyond their own Learning Community as appropriate.

Discussion ensued on the role of learning communities in school improvement. The Director for Schools and Lifelong Learning explained that each learning community had access to a Consultant Headteacher and also ensured that data was shared between learning community schools to identify areas of strength and where improvement was needed.

- NI89 – Reduction in the number of schools judged as requiring special measures and improvement in time taken to come out of the Category.

Rotherham had seven schools in the Category of Special Measures, against a target of two. Rotherham's network of support to help to improve school attainment included the School Effectiveness Service, Learners First Ltd and the Learning Community Strategic Performance Groups.

- NI10 – Looked After Children reaching level 4+ in Writing at Key Stage Two.

Reference was made to the sustained work of Rotherham's Virtual Headteacher for Looked After Children with all partners and schools to improve the target setting and progress monitoring for looked after children. As a group, Looked After Children were achieving outcomes in reading and mathematics above the national average, however, writing was 12% below the national average.

- NI17 – Level 4+ in reading, writing and mathematics;
- NI18 – Progression by two levels in reading between Key Stage One and Key Stage Two;
- NI19 – Progression by two levels in writing between Key Stage One and Key Stage Two.

The gap to the National Averages for each of the three performance measures was very small. The direction of travel was up in relation to NIs 17 and 19, whereas the direction of travel was down in relation to NI18.

Red rated performance measures relating to Corporate Priority Two: - Protecting our most vulnerable people and families, enabling them to maximise their independence: -

- NI59 – Percentage of initial assessments for childrens' social care carried out within ten working-days.

During 2013/2014, 1,560 initial assessments were carried out; 56.1% were completed within the ten day timescale. The target was 75.1%.

- NI60 – Percentage of core assessments for childrens' social care that were carried out within thirty-five working-days of their commencement.

During 2013/2014, 2,405 core assessments were completed, 61% were completed within the thirty-five day timescale. The target was 74.0%.

It was noted that NIs 59 and 60 would be deleted for 2014/2015 as the Service was due to develop a new local assessment framework that would constitute a single type of assessment and increase the flexibility in completion timescales.

The Cabinet Member was disappointed that performance remained so low. Ongoing questions had been asked about whether performance was related to leadership and management or staff capability given the required workload. Although he was disappointed, the Cabinet Member welcomed the report that the audit of assessments was demonstrating quality improvements in relation to content.

- NI61 – Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption.

During 2013/2014, 34 children were adopted. 23 of these were within timescale, resulting in a performance of 67.6%. This was below benchmarking data but in-line with the previous year's outcome.

The Department for Education had introduced a new framework for adoption from 1<sup>st</sup> April, 2014, which significantly reduced the number of days that a child should be waiting to be placed with their adoptive family.

While past performance had been lower than the national benchmark this measure had significantly improved in 2013/2014 and in a recent meeting with the Department for Education they had made it clear that they were satisfied with Rotherham's progress and that more recent data was showing an improvement since the introduction of the new 'childrens' assessment' under the revised framework.

- NI64 – Child protection plans lasting two years or more.

351 Child Protection Plans ended in 2013/2014, 24 (6.8%) had lasted two or more years. Performance work was underway for children who had been on a Plan for 18-23 months. Any decision regarding the continuing of a Child Protection Plan would be made in the best interests of the child regardless of performance targets.

A study based on audit findings demonstrated that purposeful and effective plans were in place for those children.

- NI102 – Achievement gap between pupils eligible for Free School Meals and their peers achieving the expected level at Key Stages Two and Four.

During 2013/2014, the gap between Free School Meals (FSM) and non-FSM children at Key Stage Two was reduced by 3.0% to 22.0%. That national average gap remained at 19%. In Key Stage Four the gap between FSM and non-FSM increased by 2.8% to 34.4%. This was 7.8% above the national gap.

Resolved: - (1) That the Children and Young People's Services Directorate 2013/2014 performance indicator outturn report be noted.

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

**D127. LOCAL AUTHORITY GOVERNOR APPOINTMENTS.**

Pursuant to Minute No. C50 of January, 2000, consideration was given to nominations received to fill Local Authority Governor vacancies on school governing bodies.

Resolved:- 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: -**

<b>Name</b>	<b>School</b>	<b>Date effective</b>
Mr. L. Bellamy	Aughton Primary	21/05/2014
Ms. C. Eyre	Rawmarsh Ashwood Primary Academy	21/05/2014
Mr. L. Hartley	Rawmarsh Rosehill Junior	21/05/2014
Mr. W. Liversidge	Thurcroft Infant	01/09/2014

**Re-appointments: -**

<b>Name</b>	<b>School</b>	<b>Date effective</b>
Mrs. J. Hudson	Aston Springwood Primary	06/06/2014
Mrs. S. Harrison	Saint Pius X Catholic High School – A Specialist School in Humanities	22/06/2014
Councillor S. Tweed	Woodsetts Primary	06/06/2014

**D128. 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 18<sup>th</sup> June, 2014, to start at 9.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR COMMUNITIES AND COHESION**  
**28th April, 2014**

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

**E61. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made.

**E62. MINUTES OF THE PREVIOUS MEETING HELD ON 21ST MARCH, 2014.**

The minutes of the previous meeting of the Cabinet Member for Communities and Cohesion held on 21<sup>st</sup> March, 2014, were considered.

In relation to Minute No. E57 (Rotherham Integrated Youth Support Service – Update), it was noted that the partners to the IYSS in respect of the Quality Mark were GROW, Rush House and the YMCA.

Resolved: - That, with the above amendment being made, the minutes of the previous meeting of the Cabinet Member for Communities and Cohesion be agreed as an accurate record.

**E63. ROTHERHAM INTEGRATED YOUTH SUPPORT SERVICE - UPDATE.**

The Partnership and Youth Development Manager (Schools and Lifelong Learning, Children and Young People's Services Directorate) provided an update in relation to the Integrated Youth Support Service.

**• The re-alignment process: -**

- 32 postholders had taken voluntary severance, which equated to 12.13 full-time equivalent posts;
- 11 postholders were potentially facing redundancy, which equated to 4.92 full-time equivalent posts. Efforts would be made to re-deploy these postholders to other posts within the Council;
- Training modules, peer mentoring and volunteer opportunities were continuing to be available across the Service;
- The Integrated Youth Support Service would offer two nights per week of outreach provision from 1<sup>st</sup> April, 2014. This was a reduction from four nights per week available previously;
- The Service was on target to realise the required savings.

- **Quality Mark: -**

- The External Assessor had spent time with the Service, and was due to return in the week beginning 21<sup>st</sup> July, 2014, to continue assessing the self-assessment evidence the Service had been submitted;
- Initial feedback provided by the External Assessor had been acted upon and a mandatory training module had been designed for all members of the Service who were on Band H or above on how young people's voice and influence should be embedded into the Service. This training would also be open to all voluntary sector organisations;
- The Planning Cycle was ongoing, and smarter plans were being produced for 2014/2015;
- Consideration was being given to evidencing how the Integrated Youth Support Service impacted on young people individually and as a group, a sub-group had been convened to look at this. Feedback would be provided to the Cabinet Member in due course.

- **National Citizen Service: -**

- 60 places would be available to young people in the Integrated Youth Support Service over the summer period, 2014;
- The programme was being delivered in partnership with the Rotherham United Community Sports Trust;
- Activities would take place following Ramadan and Eid to allow all young people involved to participate in every activity;
- Two residential trips to the Lake District and Mexborough were planned;
- The programme included Social Action Projects that promoted physical activity;
- A focus of the programme could include fundraising for charitable organisations/causes.

- **Rotherham's Integrated Youth Support Service's Easter 2014 activities: -**

- A raising aspirations residential had taken place including young people from Dinnington. One of the themes was a focus on women's role in the Miners' Strike;
- 16 young people had visited Poland's Jewish Quarter, Concentration Camps and Salt Mines. The trip had been well received and had inspired many ideas for projects following the trip, including those that could link into the Holocaust Day in January, 2015. Work was continuing to identify funding streams so that future cohorts of young people could benefit from the same trip/experiences. An

evaluation diary and photobooks of the trip to Poland were being designed and produced and would be useful resources for the young people to share their experiences.

Discussion ensued and the following points were raised: -

- The challenges and risks that the Service was facing;
- The Service's newsletter was well received by all. It gave a positive and true picture of the Service's activities and progression;
- The Cabinet Member asked that a community event be organised to showcase the young people's experiences and messages from their trip to Poland, and all of Rotherham's community stakeholders and groups be invited.

The Cabinet Member thanked the Officer for her positive presentation and to the Officers across the Integrated Youth Support Service for their continued efforts, progress and professionalism.

Resolved: - That the information shared be noted.

**E64. ICIB - UPDATE.**

Consideration was given to the report presented by the Community Engagement Manager (Neighbourhood and Housing, Neighbourhood and Adult Services Directorate) and the Strategic Commissioning Manager (Neighbourhood and Adult Services Directorate) that outlined Service Level Agreements relating to advice, information, and advocacy services for the 2014/2015 financial year.

Minute No. E49 (Infrastructure and Corporate Initiatives Fund (ICIB) - Grant Aid for Community Legal Advice & Information Services, 2013/14) of the meeting of the Cabinet Member for Communities and Cohesion held on 25<sup>th</sup> March, 2013, confirmed the agreements for the 2013/2014 financial year.

The report related to the Service Level Agreements with Kiveton Park Independent Advice Centre, the Rotherham Diversity Forum Immigration Project and Giving Real Opportunities to Women. The three agencies were assessed as outside the scope of the current generalist welfare rights advice service commissioning exercise because of their role in providing specialist services on a community of interest or place basis.

As with previous years, it was proposed that the 2014/2015 grants were funded through the Infrastructure and Corporate Initiatives budget because the organisations each contributed to the Council's Priorities.

The report outlined the proposed Grant Aid contributions to the Independent Advice Services: -

- Kiveton Park Independent Advice Centre - £27, 698;
- Rotherham Diversity Forum - £11, 564;

And the Independent Advocacy Service: -

- Giving Real Opportunities to Women - £24, 104.

The report outlined the history of the organisations and their performance during 2013/2014 in respect of the contribution received via Grant Aid.

Outcomes included: -

- **Kiveton Park Independent Advice Centre:** -
  - 1,866 clients were seen during the 2013/2014 financial year;
  - 3,213 enquiries were being dealt with;
  - Verified gains and savings of £2.1 million had been made;
  - Drop-in and outreach sessions and a telephone and on-line service were available, along with home visits to older people;
  - Match funding was facilitated by the organisation;
  - Support for appeals processes;
  - Kiveton Park Independent Advice Centre was the only service covering the south of the Borough.
- **Rotherham Diversity Forum Immigration Project:** -
  - Regularly worked with 600 individuals every year;
  - Provided advice on immigration rules covering visitors, students, spouses/unmarried partners, immigration employment documents, and other related applications. Advice was also provided on nationality and citizenship under UK law including for naturalization as a British citizen and registration as a British citizen;
  - Worked with people from all over the Borough;
  - Supported appeals.
- **Giving Real Opportunities to Women:** -
  - The core client group were women who are not accessing specialist services (health, benefits, drugs, alcohol and domestic and/or sexual abuse);
  - 383 women and their families (423 children) had been supported between 1<sup>st</sup> April, 2012, and 31<sup>st</sup> March, 2013.

The Community Engagement Manager outlined the conditions of grant requirements including: -

- Membership of Advice in Rotherham (AiR) umbrella group;
- Cross-agency referral capability – use of Nellbooker;
- Common client monitoring;
- Minimum threshold for quality assurance;
- A specification that addressed disadvantage;
- Area of operation to be Rotherham and also to have a base in the Borough.

Discussion ensued and the following points were raised: -

- Clarity about roles and responsibilities;
- The potential to bring together similar services funded across the Council to complete a phase two review of advice services.
- The organisation's access to other funding streams;
- Information about the specification of the organisations.

Resolved: - (1) That the Service Level Agreements with the listed voluntary and community sector organisations for the 2014/2015 financial year, as set out in the submitted report, be approved.

(2) That a commissioning exercise takes place over the 2014/2015 financial year to include these organisations and those providing a similar service.

**E65. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Communities and Cohesion take place on Monday 21<sup>st</sup> June, 2014, to start at 12.00 noon in the Rotherham Town Hall.

**CABINET MEMBER FOR CULTURE AND TOURISM**  
**22nd April, 2014**

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

**F57. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made.

**F58. MINUTES OF THE PREVIOUS MEETINGS HELD ON 18TH AND 25TH MARCH, 2014.**

The minutes of the previous meetings of the Cabinet Member for Culture and Tourism held on 18<sup>th</sup> and 25<sup>th</sup> March, 2014, were considered.

Resolved: - That the minutes of the previous meetings be agreed as accurate records.

**F59. PUBLIC PETITION REGARDING PLAY PROVISION AT HORSEFAIR PARK, SWINTON.**

Further to Minute No. F41 (Receipt of a Petition) from the meeting of the Cabinet Member for Culture and Tourism held on 18<sup>th</sup> February, 2014, the Cabinet Member now considered a report that provided an update on the investigations that had followed since receipt of the petition containing 400 signatures.

The Leisure and Green Spaces Manager (Leisure, Green Spaces and Community Development, Streetpride, Environment and Development Services Directorate) outlined the further investigation that had taken place following receipt of the petition that requested the play area on the site behind the Robin Hood Public House leading to Horsefair Park, Swinton, be re-instated. Swinton Ward Members, the Wentworth North Area Assembly and a number of local community groups were also in favour of creating a new play area on the site. It was believed that the Wentworth North Community Planning Officer would be able to assist with potential funding applications that were made in relation to the issue. Leisure and Green Spaces Officers had spoken with the Lead Petitioner to determine her requirements and expectations for the use of the site.

The report outlined previous proposals to replace the play area using Play Pathfinder funding. Unfortunately, this proposal had been withdrawn due to the presence of Japanese Knotweed on site meaning that the work could not be completed within budget and the necessary timescale.

Later, when the old play area had to be removed, Leisure and Community Services concluded that they could not justify its replacement because of reductions in budgets for play area maintenance from 2011, and the level of alternative play provision in the vicinity.

The Leisure and Green Spaces Manager outlined the factors that were investigated in the course of considering the petition: -

- **The condition of the existing play area** – the previous play area had been removed due to the very poor condition of the equipment;
- **Availability and quality of alternative play areas accessible to the community in question** - The Swinton Ward had four other play areas, and two were amongst the newest in the Borough. Therefore, the Swinton Ward was relatively well provided for;
- **The suitability of the site, including ground conditions, accessibility, level of surveillance, and possible nuisance to neighbouring properties** – The site did have Japanese Knotweed, which would not automatically prohibit the development of a play area if there was significant demand for a resource, but would add to the overall cost. A number of recent incidents of anti-social behaviour had taken place in Horsefair Park, highlighting concerns regarding the suitability of the site for a play area;
- **Local demand** – The submission of a petition containing 400 signatures, which was supported by local residents and Elected Members, the Area Assembly and community groups, evidenced that there was strong local demand for the site. However, the Leisure and Green Spaces Manager again referred to the other play areas in the local area;
- **The impact the proposal would have on the service's ability to maintain its entire stock of play areas in a safe and useable condition** - Leisure and Green Service's priority was to maintain the existing play areas as far as possible. The creation of additional play areas would decrease the Service's ability to adequately maintain existing play areas within the Service's revenue budget, which had been reduced since 2011.

The Leisure and Green Service's Manager concluded that whilst it might be desirable to replace the Horsefair Park play area, given current resources and the considerations outlined above, it was not currently practical or affordable and was not a high priority for resources

Discussion ensued on the information presented and the following points were raised: -

- **Did the area have a Parish Council who could support the installation of a play area?** – The Swinton area did not have a Parish Council. If the area did this would have been another option that could have been explored.
- **What were the future plans for the Horsefair Park?** – Another funding stream could potentially be deployed to improve the biodiversity of the area subject to the outcome of a Heritage Lottery Fund Landscape Partnership fund. However, this was in the early stages of discussion and was not yet approved. If the funding was approved for Horsefair Park it should improve the area's amenity.

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

(2) That the request to provide a new play area at Horsefair Park, Swinton, not be supported due to the relatively good level of provision elsewhere in Swinton, and the need to target scarce resources in areas of greatest need across the borough.

(3) That the lead petitioner be informed of this decision.

**F60. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Culture and Tourism take place on Tuesday 17<sup>th</sup> June, 2014, to start at 10.00 a.m. in the Rotherham Town Hall.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**7th April, 2014**

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

Apologies for absence were received from Councillor Pickering.

**G109. MINUTES OF THE PREVIOUS MEETINGS HELD ON 25TH FEBRUARY 2014, 3RD MARCH 2014 AND 31ST MARCH, 2014**

Resolved:- That the minutes of the meetings of the Cabinet Member and Advisers for Regeneration and Development, held on (i) 25th February, 2014, (ii) 3rd March, 2014, (iii) 31st March, 2014, be approved as correct records for signature by the Chairman.

**G110. MINUTES OF THE MEETING OF THE ROTHERHAM TOWNSCAPE HERITAGE INITIATIVE GROUP HELD ON 3RD MARCH, 2014**

Consideration was given to the minutes of a meeting of the Rotherham Townscape Heritage Initiative Group held on 3rd March, 2014.

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

**G111. 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 28<sup>th</sup> February, 2014, including the forecast out-turn of overspending of £65,000 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, the funding for ICT and the budget for street cleansing.

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 28th February, 2014, be noted.

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

**G112. PETITION - ROTHERHAM BY THE SEA - REQUEST FOR EXTENDED TIME**

Further to Minute No. G64 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 1st November, 2013, consideration was given to a report, presented by the Marketing and Events Manager, concerning the petition requesting that the Rotherham by the Sea activities be extended from one week to two weeks. The report referred to the implications of funding the second week of activities.

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

(2) That the Rotherham by the Sea activities be extended to two weeks for the forthcoming event during August, 2014 and appropriate additional funding be identified during the 2014/2015 financial year.

(3) That the duration of the Rotherham by the Sea activities be reviewed further, after the Summer 2014 event.

(4) That the petitioners be informed of the decision and be thanked for their appreciation of and support for the Rotherham by the Sea event.

**G113. OBJECTIONS TO PROPOSED WAITING AND ONE-WAY STREET RESTRICTIONS - WINLEA AVENUE, BRECKS CRESCENT AND BAWTRY ROAD, BRECKS**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, concerning the receipt of objections to the proposed 'No Waiting At Any Time' restriction on Brecks Crescent and Winlea Avenue, Brecks and the proposed one-way street order on the adjacent service road, situated parallel to the A631 Bawtry Road. Details of the objections were included with the report.

The proposed 'No Waiting At Any Time' restriction on Brecks Crescent and Winlea Avenue is intended to address problems caused by vehicles parking too close to junctions, in inappropriate places and on footways in the area. The waiting restrictions should ensure that adequate visibility and access is maintained.

The introduction of a One-Way Order for traffic travelling in an easterly direction along the service road would eliminate any potential for vehicle conflict which could exist when traffic is travelling in both directions. Two objections and also one letter of support had been received. After further review, it is recommended that the proposed one-way street is not implemented. On-site observations indicate that only a very small amount of vehicles travel in a westward direction on the service road, either to the Listerdale shopping centre or onto Brecks Crescent. There is also no record of injury accidents on this road during the last five years.

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

(2) That, with regard to the proposed 'No Waiting At Any Time' restriction on Brecks Crescent and Winlea Avenue, the three objections to the waiting restrictions be not acceded to and the Order be made by the Director of Legal and Democratic Services, in accordance with the details shown on Drawing number 126/18/TT553 as now submitted.

(3) That the two objections to the One-way Street Order for the Bawtry Road service road be acceded to, the letter of support be noted and the One-way Street Order be not proceeded with.

(4) That all of the objectors and the person sending the letter of support, as now reported, be informed of the above decisions.

**G114. PROPOSED TRAFFIC CALMING SCHEME ON DOE QUARRY LANE, DINNINGTON**

Further to Minute No. G41 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 2nd September, 2013, consideration was given to a report, presented by the Transportation and Highways Projects Manager, describing the results of the consultation process concerning the proposed traffic calming scheme on Doe Quarry Lane, Dinnington.

The report stated that Doe Quarry Lane, together with the junction of Lordens Hill, Dinnington, had been identified as a location requiring further investigation as a consequence of the number of collisions taking place there. These collisions had resulted in one seriously injured casualty and eighteen casualties with slight injuries, during the three years' period between 1st August 2010 and 31st July, 2013. The safety scheme proposed the introduction of vertical traffic calming measures along the road, in the form of speed cushions and flat-top road humps.

In addition to the statutory consultation process, households in the local area had been consulted about the proposed road safety scheme. Subsequently, the Council had received a petition, containing 70 signatures (with less than 50% from residents of Doe Quarry Lane) requesting the introduction of speed cameras on Doe Quarry Lane, in order to target motorists exceeding the 30mph speed limit. Members were informed that this highway did not meet the criterion for the installation of vehicle speed cameras.

Funding for the proposed traffic calming scheme would include both (i) a Section 106 contribution from the developer of the housing estate on the site of the former Dinnington Community Primary School and (ii) the remainder from the Local Transport Plan Integrated Transport Programme 2014/2015.

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

(2) That the objections to the proposed traffic calming scheme on Doe Quarry Lane, Dinnington be not acceded to and the objectors and the lead petitioner be informed accordingly.

(3) That the proposed traffic calming scheme on Doe Quarry Lane, Dinnington be approved and the scheme, as shown on Drawing number 126/17/TT245.rev1 now submitted, be implemented.

#### **G115. MASBROUGH PARKING - CONSULTATIONS AND PROPOSALS**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, concerning parking issues in part of Masbrough, the consultations undertaken and proposals presented to the community.

The report stated that local businesses, residents and churches in Masbrough have expressed concerns about the amount of commuter parking occurring in that area and the resultant negative impact upon the local community. A petition, containing 330 signatures, organised by the St. Bede's Catholic Church, had been submitted to the Council, requesting the introduction of parking restrictions on the surrounding roads (e.g. Albert Street, St. Bede's Road, Station Road and Victoria Street).

Members noted details of the consultation, undertaken during 2012, with residents and businesses in the Masbrough area. A majority of respondents had reported experiencing parking problems during the working day. The responses identified a definite pattern of parking problems in some of the streets south of College Road, which was confirmed by observations of parking practices. There was also a majority of the respondents in favour of a Controlled Parking Zone. However, a further consultation process, undertaken during the Spring 2013, revealed that there was insufficient support to introduce permit parking and pay-and-display parking in this area.

After further investigation, a parking scheme was being proposed which would include the following features:-

- provision of some turnover of parking;
- removal of commuter or long-stay parking from outside locations which rely on the availability of short-stay, on-street parking (e.g. the local churches);
- introduce waiting restrictions at locations where parking was not appropriate (e.g. road junctions);
- introduce limited waiting on some sections of the streets in this area;
- revoke the existing 'No Waiting Monday-Saturday 8.00am to 6.00pm' restriction on the northern side of Station Road (west of Albert Street) and introduce the same type of Order on the southern side;

- change the priority at the Station Road and Princes Street junction, so as better to reflect the main movement of vehicles and address concerns about safety;
- introduce limited waiting (maximum stay of two hours and no return within two or three hours), where there is a time restriction on parking but without a charge, from Monday to Friday, 9.00am to 4.00pm.

The funding for the proposed parking scheme in the Masbrough area is from this Council's allocation from the Local Transport Plan 3 Sheffield City Region Integrated Transport budget.

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

(2) That the outcome of the consultations on the parking issues, as detailed in the report now submitted, be noted.

(3) That the redesigned proposal to provide a turnover of parking spaces, whilst still maintaining safe access and some on-street parking without restriction, as detailed in the report now submitted, be approved.

(4) That the required legal notices for the proposed scheme, as shown on Drawing number 126/17/TT284 now submitted, be prepared and advertised by the Director of Legal and Democratic Services, with a view to implementation of the scheme during the 2014/2015 financial year.

(5) That the Masbrough community and the lead petitioner be informed of the outcome of the consultation and of amended proposals described above.

**G116. PROPOSED 'NO WAITING AT ANY TIME' RESTRICTIONS AT ST ANN'S ROAD, EASTWOOD**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, concerning an objection received by the Council to the proposed introduction of 'No Waiting at Any Time' waiting restrictions on St. Ann's Road, Eastwood, Rotherham. The proposed vehicle waiting restrictions would apply to the service road adjacent to the St. Ann's Road roundabout and the scheme is in response to an increase in commuter and shopper parking at this location.

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

(2) That objections to the proposed waiting restrictions scheme be not acceded to.

(3) That the objector be informed of the above decision and of the reasons for the decision.

(4) That the Director of Legal and Democratic Services make the proposed Traffic Regulation Order for the introduction of 'No Waiting at Any Time' waiting restrictions on St. Ann's Road, Eastwood, as advertised and as shown on Drawing Number 126/18/TT589 now submitted.

**G117. HIGHWAYS CAPITAL WORKS PROGRAMME 2014/15**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, outlining the proposed Capital Works programme for Highway Maintenance and Transportation schemes for 2014/2015.

The report stated that the primary grant funding is the capital funding made available from Central Government for Integrated Transport and Maintenance as part of the third Local Transport Plan (LTP3). Members noted that, since the preparation of the report, Central Government had indicated that there would be a further financial allocation for highway maintenance works.

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

(2) That the specific allocation for Integrated Transport and Highways Maintenance for 2014/2015, including the Local Sustainable Transport Fund (LSTF), as detailed in the report now submitted, be noted.

(3) That agreement in principle be approved in respect of the proposed Highways Capital Programme, as identified in appendices A and B to the report now submitted, as the basis for further feasibility works, detailed design and implementation during 2014/2015.

**G118. PROPOSED DESIGNATED DISABLED PERSONS PARKING SPACE AT 12 WESLEY ROAD, KIVETON PARK**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, concerning the objections received by the Council to the proposed introduction of a Designated Disabled Person's Parking Space for the resident of 12 Wesley Road, Kiveton Park. Reference was made to the Social Services medical criteria and to the specific needs of the individual resident in this case.

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

(2) That the objections to the proposed designated of a parking place for a disabled person's permit holder only be not acceded to.

(3) That the objectors be informed of the above decision and of the reasons for the decision.

(4) That the Director of Legal and Democratic Services make the proposed Traffic Regulation Order, as advertised and as shown on Drawing number 126/18/TT577 now submitted, for the provision of the designated parking place for a disabled person's permit holder adjacent to number 12 Wesley Road, Kiveton Park.

**G119. PETITION - CONDITION OF ROAD SURFACE AT COOK AVENUE, MALTBY**

Consideration was given to a petition, containing 67 signatures, from residents of Cook Avenue, Maltby, requesting that repairs are undertaken urgently to the surface of that road.

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

(2) That a report on this matter be submitted to a future meeting of the Cabinet Member and Advisers for Regeneration and Development.

**G120. 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 1972 as amended (information relating to the financial/business affairs of any person (including the Council)).

**G121. STANDING LISTS OF CONTRACTORS**

Consideration was given to a report presented by the Corporate Projects Manager, containing a proposed tender list for mechanical, electrical and general building works on Council property.

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

(2) That the list of tenderers for mechanical, electrical and general building works on Council property, as detailed in the report now submitted, be approved.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**11th April, 2014**

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

Apologies for absence were received from Councillors Clark and Godfrey.

**G122. BRITISH CYCLING-LED 'SKY' BIKE RIDES**

Consideration was given to a report, presented by the Transportation Planner, concerning the proposed introduction of organised bicycle rides, managed and delivered by British Cycling, to encourage cycling in Rotherham. The report stated that British Cycling, in partnership with Sky television, are undertaking a high profile national 'Go Sky Ride' programme, working with local authorities across the country to increase participation in cycling for active travel and/or leisure through led Sky bike rides.

Within Rotherham, British Cycling would manage and deliver a series of led Sky bike rides throughout the Borough in the Summer and Autumn of 2014 for cyclists of varying abilities. There would be a number of easy, steady and challenging led rides. This project will increase the number and frequency of people cycling and encourage local residents to travel more actively and to cycle for leisure.

Members considered that the cost of the project provided by British Cycling should exempt from Standing Order 47.6.3 (contracts above £20,000 but less than £50,000) on the basis that this project is unique and has a sole provider. Sport England has commissioned British Cycling to deliver cycle participation outcomes as part of the four years whole sport plan cycle (2014-2017). In turn, British Cycling:-

- is the only Cycle Sports National Governing body to receive Sport England and UK Sport Lottery funding, enabling the provision of considerable revenue match funding for the project;
- has a number of commercial partners and sponsors (e.g. Sky television), enabling them to provide a considerable amount of in-kind expertise and support; and
- would also support the local authority in its cycling ambitions, along with the development of strategies and plans.

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

(2) That this Council enters into a contract with British Cycling to manage and deliver led Sky bicycle rides which are to be promoted by Sky television, British Cycling and the Council.

(3) That this project shall be exempt from the provisions of Standing Order 47.6.3.

**G123. LOCAL TRANSPORT PLAN - HYDROGEN POWERED VEHICLE PROJECT**

Consideration was given to a report, presented by the Transportation Officer, concerning the proposal that Rotherham should take the lead on a strategic Local Transport Plan Integrated Transport funded project to help bring the Hydrogen Minigrid at the Waverley Advanced Manufacturing Park back into use to fuel a hydrogen fuel cell vehicle as a demonstrator for the technology. This project would place South Yorkshire at the forefront of these technologies in the United Kingdom and has agreed funding from a strategic allocation of South Yorkshire Local Transport Plan Integrated Transport Block.

Members noted that, once the vehicle is procured and the facility brought back into use, the vehicle will be made available to a range of organisations across South Yorkshire over a period of four years to demonstrate the applicability of the technology across as wide a variety of applications as possible. Most of the other vehicles will be operating in the London area. The South Yorkshire vehicle will be the only one using hydrogen fuel manufactured via the wind turbine process.

The funding will be divided between procurement of the Hyundai hydrogen fuel cell electric vehicle (HFC-EV) and ancillary equipment needed to upgrade the refuelling facility at Waverley Advanced Manufacturing Park. As there is only one supplier of fuel cell cars, the procurement of the vehicle is to be treated as a sole supplier, which requires the suspension of the Council's standing orders.

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

(2) That the nature and scope of the hydrogen fuel cell vehicle project, as now reported, with this Council leading on the procurement and the liaison with partner authorities in South Yorkshire and in the private sector, be noted.

(3) That the hydrogen fuel cell vehicle project shall be exempt from the provisions of Standing Order 48.2 (contracts valued between £50,000 and £500,000) enabling the Council to enter into a contract with ITM Power, as detailed in the report now submitted.

(nb: subsequent to this meeting and in view of the need to enter into the contract before Easter 2014, according to the procurement timescale, The Mayor gave the necessary authorisation to exempt this decision from the Council's call-in procedure)

**G124. EXCLUSION OF THE PRESS AND PUBLIC**

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

**G125. RIVERSIDE HOUSE - REPAIRS AND MAINTENANCE CONTRACT**

Further to Minute No. G138 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 8th May, 2013, consideration was given to a report, presented by the Corporate Facilities Manager, concerning the invitation of tenders for the contract for the servicing and maintenance of the mechanical and electrical systems within the Council's Riverside House building. Approval was being sought for an exemption from contract Standing Orders to allow NG Bailey to continue to provide the annual servicing and maintenance of Riverside House for three months until 30th June, 2014. The new contract is expected to begin during July, 2014, subject to the receipt of satisfactory tenders.

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

(2) That, in accordance with the details contained in the report now submitted, the contract for the servicing and maintenance of the mechanical and electrical systems within Riverside House be exempt from the provisions of Standing Order 47.6.3 (contracts above £20,000 but less than £50,000) and the existing contract be continued with NG Bailey for three months until tenders have been evaluated and a new contract arranged with a suitably qualified mechanical and electrical contractor.

**G126. JOINT SERVICE CENTRE AT ASTON-CUM-AUGHTON - BUILDING ALTERATIONS**

Resolved:- That tenders for the contract for building alterations to the Joint Service Centre at Aston-cum-Aughton be invited from the select list of contractors now reported.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**6th May, 2014**

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

Apologies for absence were received from Councillor Godfrey.

**G127. MINUTES OF THE PREVIOUS MEETINGS HELD ON 7TH APRIL AND ON 11TH APRIL 2014**

Resolved:- That the minutes of the meetings of the Cabinet Member and Advisers for Regeneration and Development, held on (i) 7th April, 2014 and (ii) 11th April, 2014, be approved as correct records for signature by the Chairman.

**G128. MINUTES OF A MEETING OF THE RMBC TRANSPORT LIAISON GROUP HELD ON 19TH MARCH, 2014**

Consideration was given to the minutes of a meeting of the Transport Liaison Group held on 19th March, 2014.

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

**G129. CENTENARY MARKET FEES AND CHARGES REVIEW**

Further to Minute No. G111 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 18th March, 2013, consideration was given to a report presented by the Markets General Manager concerning the annual review of all fees and charges in relation to the Centenary Market. The review had been carried out in accordance with the Council's audit requirements and in consultation with representatives of the market traders.

Members noted that the Council had recently commissioned "The Retail Group" to provide independent, professional advice on a future strategy and growth plan for the market that will deliver the right markets offer for the town centre and its customers. This study will report shortly and will help identify how the Council can best support its traders to adapt to changing customer shopping patterns, as well as any short term disruption caused by the major infrastructure development adjacent to the market. The study will also advise on opportunities to invest in and take advantage of the new trading potential resulting from the Tesco store development. Therefore, it was proposed that the markets' fees and charges review be postponed for six months to allow time for consideration and implementation of the findings of the independent study.

The appendix to the submitted report contained the current the fees and charges levied during the 2013/14 financial year.

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

(2) That the various fees and charges in respect of the Rotherham Centenary Market, as detailed in the appendix to the submitted report, shall remain unchanged from the 2013/2014 financial year for the period from 1<sup>st</sup> April, 2014 until 30<sup>th</sup> September, 2014.

(3) That a further review of the markets' fees and charges be undertaken during September, 2014.

#### **G130. FAIRS APPLICATIONS AND FAIRS CHARGES REVIEW 2014**

Further to Minute No. G110 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 18th March, 2013, consideration was given to a report presented by the Markets General Manager concerning the annual review of fairs applications and charges, which had been carried out in accordance with the Council's audit requirements.

The review had included discussions with Showmen, who had raised concerns over falling attendances and increasing operating costs. Therefore, there was a proposal that the fees shall remain the same as those levied during the 2013/2014 financial year, with the exception of the Rotherham Show days which shall be subject to an increase of 5%.

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

(2) That the dates and rental charges and other charges listed below be approved in respect of the fairs to take place on Council-owned land during 2014: -

(a) Wath Bonfire Ground, four days from 10th to 13th April, 2014 and rental remaining unchanged at £200.00 per day;

(b) Spring Fair at Herringthorpe playing field, four days from 15th to 18th May, 2014, rental to remain unchanged at £6, 862.00;

(c) Kimberworth St. Paul's Fields, five days from 19th to 23rd June, 2014 and rental remaining unchanged at £94.00 per day;

(d) Clifton Park, Rotherham, (i) six days from 2nd to 7th July, 2014; and (ii) six days from 20th to 25th August, 2014 and the rent for both fairs to remain unchanged at £1,664.00;

(e) Victoria Park, Rawmarsh, four days from 28th to 31st August, 2014 and rental remaining unchanged at £238.00 per day;

(f) Wood Lea Common, Maltby, four days from 10th to 13th September, 2014 and rental remaining unchanged at £127.50 per day;

(g) Greasbrough Recreation Ground, four days from 17th to 20th September, 2014 and rental remaining unchanged at £205.00 per day.

(3) That approval be granted for the fairs at Clifton Park, Rotherham, for the two days of the Rotherham Show on 6th and 7th September, 2014, with an increase of 5% on all equipment charges.

#### **G131. CONFIRMATION OF MARKET ESTABLISHMENT 2014**

Consideration was given to a report presented by the Markets General Manager which confirmed the legal establishment of all markets operated by this Council under the powers available to local authorities pursuant to Part III of the 1984 Food Act, namely:-

Centenary Market Hall  
Centenary Outdoor Covered Market  
Monday General Market  
Tuesday Second-Hand Clothing and Shoes Market  
Wednesday Antiques and Bric-a-Brac Market  
Thursday "The Bazaar"  
Friday General Market  
Saturday General Market  
Rotherham Town Centre Tuesday Street Market  
Wath Town Centre Wednesday Street Market

Members noted that the National Association of British Market Authorities (NABMA) has advised that, in order to provide clarity and certainty in respect of the establishment of and the benefits provided by Market Franchise Rights, a resolution be passed to confirm the establishment and operation of all of this Council's markets under powers provided to local authorities pursuant to Part III of the 1984 Food Act. The Council minutes referring to the establishment of each individual market have, over the passage of time, been archived. It is therefore proposed that NABMA advice is followed and the establishment of the markets is re-confirmed; such that one Council Minute covers all of the Council's established markets.

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

(2) That the markets itemised in the submitted report and listed above be confirmed as legally established markets pursuant to Part III of the Food Act 1984.

(3) That the Council's established markets continue to be reviewed at regular intervals.

**G132. MARKET FRANCHISE RIGHTS POLICY 2014**

Consideration was given to a report presented by the Markets General Manager concerning the review of this Council's Market Franchise Rights Policy in respect of market-type events operated by defined organisations for sporting, social, charitable and political fund-raising purposes and for those that are privately operated for commercial gain. The changes in policy outlined in the submitted report will align this policy with European anti-competition legislation and will allow for the establishment of commercial market operations subject to the eligibility criteria being met.

The report stated that a market, as defined by the Local Government (Miscellaneous Provisions) Act 1982, as being a concourse of buyers and sellers numbering five or more stalls, stands or pitches. Any event that has less than this number is not legally deemed to be a market and as such falls outside of the scope of the proposed policy. The term 'market' applies to car boot sales, table top sales and craft fairs.

Rotherham Council, as a Markets Authority holds the powers in the form of Market Franchise Rights to operate markets within the Borough, free from disturbance from rival markets. These rights allow the Council to create and operate its own markets, licence or if necessary prevent through injunctive relief all rival markets within a six and two-thirds miles' radius of any market the Council currently operates or licences. All markets held in Rotherham are licenced and operated in accordance with the provisions of Part III of the Food Act 1984

A copy of the Policy was appended to the submitted report.

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

(2) That the revised Market Rights Policy and pricing structure, as detailed in the report now submitted, be referred to the Cabinet for adoption by the Council.

(3) That the Market Rights Policy continue to be reviewed at regular intervals.

**G133. 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 1972 as amended (information relating to the financial/business affairs of any person (including the Council) and is commercially confidential).

**G134. TOWN CENTRE BUSINESS GRANTS - BUSINESS DEVELOPMENT GRANT APPLICATION**

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

The report stated that the Town Centre Business Development Grant Scheme is funded via the Portas Pilot initiative in Rotherham and is designed to encourage and support existing retail and catering businesses to improve their Rotherham town centre businesses, in order both to protect or to increase sales and profits and to improve the overall quality and variety of the town centre shopping offer. The submitted application complied with the eligibility criteria for this grant scheme.

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

(2) That a Business Development capital grant of £7,500 be awarded to the premises at Effingham Square, now identified, as a contribution towards the cost of refurbishment of the premises.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**8th May, 2014**

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

Apologies for absence were received from Councillors Clark and Godfrey.

**G135. MINUTES OF THE MEETING OF THE ROTHERHAM TOWNSCAPE HERITAGE INITIATIVE GROUP HELD ON 7TH APRIL, 2014**

Consideration was given to the minutes of a meeting of the Rotherham Townscape Heritage Initiative Group held on 7th April, 2014.

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

**G136. 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 1972 as amended (information relating to the financial/business affairs of any person (including the Council)).

**G137. RESIDENTIAL ROUTE LED LIGHTING**

Consideration was given to a report, presented by the Highway Network Group Manager, concerning the proposed acceptance of a tender for the contract for the supply of Residential Route LED Street Light fittings. The report stated that this contract would begin in May, 2014 and last for a period of three years, with the agreement being renewed annually, subject to satisfactory supplier performance. In addition, the submitted report outlined the process for the evaluation of the seventeen tenders received, against price and quality considerations.

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

(2) That the tender submitted by OrangeTek, as detailed in the report now submitted, be accepted in respect of the three years' contract, commencing in May 2014, for the supply of Residential Route LED Street Light fittings.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT**  
**2nd June, 2014**

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

Apologies for absence were received from Councillor Clark.

**G138. MINUTES OF THE PREVIOUS MEETINGS HELD ON 6TH MAY 2014 AND ON 8TH MAY 2014**

Resolved:- That the minutes of the meetings of the Cabinet Member and Advisers for Regeneration and Development, held on (i) 6th May, 2014 and on (ii) 8th May, 2014, be approved as correct records for signature by the Chairman.

**G139. A633 ROTHERHAM TO PARKGATE - BUS PRIORITY MEASURES**

Consideration was given to a report presented by the Transportation and Highways Projects Manager concerning the proposal to improve bus journey time reliability and reduce delays to traffic on the A633 Rotherham Road between the Rotherham town centre and Parkgate. The proposals would include:-

(i) the introduction of a bus and cycle only lane on the south bound carriageway of the A633 Rotherham Road, between Taylor's Lane and Stadium Way, as shown on drawing No 126/17/TT299 submitted;

(ii) alterations in Parkgate to the A633 Broad Street junction with Greasbrough Road, to allow further 'green' time to be allocated to the main A633 traffic flows; this proposal will reduce queuing traffic and buses on the A633, leading to more reliable journey times for buses and general traffic; should it be considered that these changes do not provide the expected journey time improvements, it is proposed to develop a wider traffic management scheme in Parkgate, which would include:-

- installation of a Toucan Crossing on the A633 Broad Street, near to its junction with Greasbrough Road, to replace the current crossing facility;

- Greasbrough Road to become one-way only, west bound between Broad Street and Bear Tree Road;

- School Road to be reopened at its junction with Greasbrough Road, to provide an alternative route to the A633 south bound and to the Rotherham town centre via Taylors Lane/Mangham Road;

- School Road will also include a one-way plug, to prevent north bound traffic using Westfield Road as a short cut the A633 Rawmarsh Hill and incorporate a contra-flow cycle lane on the shared use footway;

- Westfield Road residents will be consulted about a one-way plug near to its junction with Rawmarsh Hill, to deter south bound traffic from using Westfield Road as an alternative to the A633;

however, whilst it is recommended that the Traffic Regulation Orders are promoted, this aspect would only be considered if the traffic signal alterations are considered to be insufficient.

(iii) it is also proposed to:-

- install a Toucan Crossing on Taylors Lane near the A633 Broad Street roundabout, subject to full analysis;

- on Greasbrough Road, establish a loading bay/disabled parking bay adjacent to the DIY shop and a loading bay outside the Public House.

(these proposals are shown on drawing number 126/17/TT255 submitted);

(iv) kerb-line alterations are to be made to the St Ann's roundabout, enabling buses to undertake the left turn from the A630 Centenary Way into the A633 St Ann's Road (north) without over-running the nearside kerb or taking this turn much wider than required.

Members noted that a significant amount of funding for these proposals will be allocated from the South Yorkshire Passenger Transport Executive, using the Local Sustainable Transport Fund 2014/15. However, some additional funding would be required during the 2015/2016 financial year.

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

(2) That the principle of a bus and cycle only lane being installed on the A633 Rotherham Road, between the Rotherham town centre and Parkgate, as detailed in the report now submitted, be approved.

(3) That the statutory public consultations and detailed design associated with the proposed bus priority measures, as described at (2) above, be undertaken and, subject to there being no objections raised, the scheme be implemented.

(4) That further discussions take place with the South Yorkshire Passenger Transport Executive about the funding of the A633 Rotherham Road bus and cycle only lane, in order to identify the necessary funding for the above proposals from 1st April 2015.

#### **G140.    OBJECTIONS TO PROPOSED WAITING RESTRICTIONS - AREAS OF WELLGATE AND MOORGATE, ROTHERHAM**

Further to Minute No. 201 of the meeting of the Cabinet Member and

Advisers for Regeneration and Development Services held on 2<sup>nd</sup> March 2009, consideration was given to a report presented by the Transportation and Highways Projects Manager detailing the objections received to the proposed introduction of waiting restrictions on various roads in the Wellgate and Moorgate areas of Rotherham.

The specific proposals were detailed on drawings numbers 122/18/1291-RevB2013 and 122/18/1291RevC-2014 and affected all or parts of the following roads:-

Wellgate  
Albany Street / Allan Street  
Clifton Lane  
Clifton Mount  
Moorgate Road  
Godstone Road  
Tooker Road  
Hall Road  
Reneville Road / Reneville Close  
Heather Close  
Rotherstoke Close

Members noted that because of previous objections from local residents it was not intended, at this time, to introduce 'residents only' vehicle parking restrictions in this area, although monitoring of parking in the area will continue.

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

(2) That, after due consideration by Elected Members, the objections to proposed waiting restrictions on the various roads in the Wellgate and Moorgate areas of Rotherham, be acceded to and not acceded to, as indicated and detailed within the submitted report.

(3) That the Legal Orders for the waiting restrictions in the Moorgate and Wellgate areas of Rotherham, as indicated on Drawing No.122/18/1291RevC-2014 submitted, be implemented during the 2014/15 financial year and the Director of Legal and Democratic Services undertake the necessary legal formalities.

(4) The objectors to the proposals be informed of the above decisions.

**G141. PETITION - CONDITION OF THE CARRIAGeway - TEMPLE CRESCENT, BRAMLEY**

Consideration was given to a petition, containing 19 signatures, from residents of Temple Crescent, Bramley, requesting that repairs are undertaken urgently to the surface of that road.

Consideration was also given to a report, presented by the Principal

Highways Officer, Streetpride, which described the cyclical safety inspections undertaken at this residential road and stated that some highway surface defects have been repaired.

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

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

(a) the carriageway resurfacing works for Temple Crescent, Bramley will be considered at future proposed works programme meetings, together with other highway maintenance sites; and

(b) the cyclical safety inspections of this highway will continue.

**G142. PETITION - CONDITION OF THE CARRIAGEWAY - COOK AVENUE, MALTBY**

Further to Minute No. 119 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 7th April, 2014, consideration was given to a petition, containing 67 signatures, from residents of Cook Avenue, Maltby, requesting that repairs are undertaken urgently to the surface of that road.

Consideration was also given to a report, presented by the Principal Highways Officer, Streetpride, which described the cyclical safety inspections undertaken at this cul-de-sac and stated that some highway surface patching has been completed.

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

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

(a) the carriageway resurfacing works for Cook Avenue, Maltby will be considered at future proposed works programme meetings, together with other highway maintenance sites; and

(b) the cyclical safety inspections of this highway will continue.

**G143. GREEN LANE, RAWMARSH - PROPOSED ZEBRA CROSSING**

Consideration was given to a report, presented by the Transportation and Highways Projects Manager, describing the following proposals to improve road safety at Green Lane, Rawmarsh, near to the Rawmarsh St. Joseph's Junior and Infant School and the Church:-

i) the location meets this Council's criteria for implementing a controlled crossing; the speed and volume of vehicles travelling along Green Lane is such that a zebra crossing is the most appropriate form of pedestrian

crossing to implement;

- ii) the installation of a 'No Waiting At Any Time' restriction, to the east of the proposed zebra crossing (in front of the Church) will remove any potential parking in this location; however, wedding and funeral vehicles will be permitted to stop for short periods of time;
- iii) the re-siting of a bus box marking to the west of the proposed zebra crossing.

The various scheme proposals were detailed on drawing number 126/17/TT186 submitted to the meeting. Funding for the scheme is allocated from the Local Transport Plan Integrated Transport Capital Programme 2014/2015.

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

- (2) That the scheme to improve road safety at Green Lane, Rawmarsh, near to the Rawmarsh St. Joseph's Junior and Infant School and the Church, as detailed in the report now submitted, be noted.
- (3) That the detailed design for the proposed scheme be undertaken and, subject to no objections being received, the scheme be implemented.

**CABINET MEMBER FOR ADULT SOCIAL CARE**  
**28th April, 2014**

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

**H87. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**H88. MINUTES OF PREVIOUS MEETING**

Consideration was given to the minutes of the meeting held on 17<sup>th</sup> March, 2014.

Resolved:- That the minutes of the meeting held on 17<sup>th</sup> March, 2014, be approved as a correct record.

**H89. HEALTH AND WELLBEING BOARD**

The minutes of the meeting of the Health and Wellbeing Board held on 11<sup>th</sup> and 19<sup>th</sup> February and 26<sup>th</sup> March, 2014, were noted.

Further to Minute No. S87 (Better Care Fund) of the meeting held on 26<sup>th</sup> March, 2014, it was noted that feedback from the local Peer Review had found the Plan to be “amber” in every respect i.e. on track to deliver. It would be the subject of a self-assessment in September, 2014.

**H90. ADULT SERVICES REVENUE BUDGET MONITORING**

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 February, 2014.

It was reported that the forecast for the financial year 2013/14 was an underspend of £24k against an approved net revenue budget of £73.408M, a further reduction in the overspend of £562k since the last report. The report included the recently approved funding for winter pressures, funding towards achieving Public Health Outcomes together with additional Health funding to support patients being discharged from hospital. The main budget pressures related to the delayed implementation of a number of budget savings targets including Continuing Health Care funding and implementing the review of In-house Residential Care and under-achievement against Continuing Health Care funding.

Management actions together with additional Health funding had resulted in reducing the forecast overspend in line with the approved cash limited budget.

The latest year end forecast showed there remained a number of underlying budget pressures. The main variations against approved budget for each Service area were as follows:-

#### Adults General

- This area included the cross cutting budgets of Workforce planning and training and corporate charges and was forecasting an overall underspend based on estimated charges including savings on training budgets and additional funding for HIV

#### Older People

- A forecast overspend on In-House Residential Care due to delays 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 delays in achieving the savings target for additional Continuing Health Care income (an additional 74 clients receiving a service than forecast). Additional income from property charges and Health 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 delays in Service Review including options for replacement of alarms together with additional income plus winter pressures funding for Telecare equipment
- Minor underspend in other non-pay budgets due to moratorium on non-essential spend

#### Learning Disabilities

- Independent sector Residential Care budgets now forecasting a slight underspend due to a review of high cost placements. Work continued on reviewing all Continuing Health Care applications and high cost placements

- 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 external transport
- Pressures on Residential and Nursing Care contracts with SYHA resulting in an forecast overspend. However, Service reconfiguration to Supported Living in February and March would reduce the pressure
- Overspend in independent sector Home Care due to increase in demand over and above the budget savings target
- High cost placements in independent Day Care resulting in a forecast overspend. Pressure 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
- Lower than expected increase in demand for Direct Payments
- Additional staffing costs and essential repairs with In-House Residential Care offset by planned delays in recruiting to vacant posts within Assessment and Care Management

#### Mental Health

- Projected underspend on Residential Care budget. Additional placements in respect of substance misuse were being funded by a contribution from Public Health
- Underspend in Community Support budget due to delays in clients moving from residential care
- Underspend on Direct Payments, additional income recovery was offsetting the initial budget pressure
- Pressure on employee budgets due to lower than expected staff turnover, additional overtime and agency cover was being reduced by additional funding for Substance and Alcohol Social Work posts

#### Physical and Sensory Disabilities

- Continued pressure on Independent Sector Domiciliary Care due to an increase in demand for service
- Forecast overspend due to 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 delays 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 and higher than forecast staff turnover plus staff vacancies at Grafton House

### Safeguarding

- Underspend due to higher than expected staff turnover and additional funding for Domestic Violence support

### Supporting People

- Efficiency savings on subsidy contracts identified against original budget

Total expenditure on Agency staff for Adult Services to the end of February, 2014, was £296,767 (no off contract) compared with actual expenditure of £368,907 (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 £346,779 spent up to the end of February, 2014, on non-contractual overtime for Adult Services compared with expenditure of £354,923 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/clarified:-

- Winter pressures funding of £220,000 had been received
- Public Health had identified an underspend on the ring fenced grant and had been used to meet Public Health Outcomes in Mental Health Services
- Unplanned delays in moving 3 clients from Residential Care to Supported Living
- Significant investment in Learning and Development in the Dementia Pathway leading to a more person-centred service
- Learning Disability transitions continued to be a risk area

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

(2) That staff be congratulated on their hard work in monitoring and ensuring the Service's financial targets were met for the 2013/14 budget.

**CABINET MEMBER FOR SAFE AND ATTRACTIVE NEIGHBOURHOODS**  
**7th April, 2014**

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

**J75. AREA ASSEMBLY CHAIRS**

**AREA ASSEMBLY CHAIRS**  
**MONDAY, 10TH MARCH, 2014**

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

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

**29. MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING**

The minutes of the previous meeting held on 20<sup>th</sup> January, 2014, were noted.

Resolved:- That a report on Streetpride Champions be submitted to the next meeting.

**30. PARTNERS & COMMUNITIES TOGETHER (PACT) UPDATE**

Steve Parry, Neighbourhood Crime and Anti-Social Behaviour Manager, gave the following powerpoint presentation:-

The Policing Pledge 2008

- In June 2008, the Louise Casey Review, Engaging Communities in Fighting Crime, suggested a more structured approach to community empowerment and involvement in identifying and accountability around local priorities
- The Policing Pledge was born out of the new approach and in December 2008 the Chief Constable of South Yorkshire Police formally agreed to implement the principles of the Pledge
- The key components of the Pledge were separated into 3 main areas:
  - Citizen Focussed service provision (dealing with people fairly, with dignity and respect and being accessible and keeping victims updated)
  - Incident handling protocols (999 calls, non-emergency calls and calls in relation to locally defined priorities)
  - Engaging and consulting the public on local priorities, crime data and sentencing (Partners and Communities Together (PACT) meetings and process)
- PACT meetings were established in Rotherham, amalgamated within the Area Assembly meeting on the months that meetings take place and as 'standalone' meetings on those months when there was no Area Assembly meeting
- On 29<sup>th</sup> June, 2010, the Home Secretary of the newly elected coalition Government "scrapped" the Policing Pledge with immediate effect
- PACT meetings continue to be held in Rotherham aligned to the Area Assembly meetings

- The Police and Crime Commissioner and Chief Constable met in January to discuss the PACT meeting process in South Yorkshire and there was a joint agreement to publicise the following 'PACT (Minimum Standards) Neighbourhood Engagement Policing Pledge'
- The current position in Rotherham in respect of the 7 'Pledge Standards' was as follows:-

**Pledge 1**

- We will hold bi-monthly PACT meetings where you can meet your Safer Neighbourhood Team (SNT), local Councillors, partner agencies and other members of your community to agree priorities for your local area
- Current position – A robust structure already in place that exceeds the minimum requirement

**Pledge 2**

- We will hold at least 1 engagement event each month (in addition to PACT meetings) where you can meet members from your local SNT and talk to them directly about issues in your community. These will be held at various locations and times of day to give as many people as possible the opportunity to engage with their local police team
- Current position – This can be accommodated within the existing structure

**Pledge 3**

- We will ensure dates, times and venues of PACT and engagement events are advertised 12 months in advance and are not cancelled at short notice
- Current position – Accommodated within the existing process – PACT meeting advertised on both the Police Safer Neighbourhood Teams and Area Assembly websites – confirmation required that meetings are published 12 months in advance

**Pledge 4**

- We will provide you with regular updates on local crime and policing issues. This will include information on specific crimes, those brought to justice, details of what action we and our partners are taking to make your neighbourhood safer and how your force is performing
- Current position – Primarily a Police process

**Pledge 5**

- We aim to have all PACT meetings chaired by a local Councillor or member of the public; where this is not possible meetings will be chaired by a Police Officer
- Current position – Accommodated within the existing structure in respect of local Councillor – awaiting further detail from the Police in respect of meetings being chaired by a member of the public

**Pledge 6**

- We will engage with partners and Local Authority Members to make sure we have a complete approach to keeping your local community safe and whenever possible ensure PACT meetings are incorporated into existing meetings to maximise the efficient use of officers' time
- Current position – Police acknowledge that improvements could be made in respect of regular engagement – PACT meetings are incorporated into existing meetings

**Pledge 7**

- We will ensure that you are consulted on any significant changes that are under consideration for your local Safer Neighbourhood Area
- Current position – Awaiting further detail from the Police on their proposals in respect of this Pledge

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

- The existing structure should be able to accommodate the Neighbourhood Engagement Policing Pledge
- Attendance at Area Assembly meetings of Police Officers of sufficient ranking had been raised with the Police
- The Constitution had recently been updated including the frequency of meetings which may affect the PACT meetings being unable to “tag” onto an Assembly meeting
- It was the intention to have a PACT meeting bi-monthly with an engagement event on the alternate months which was the Police’s responsibility to organise
- Desire for the word “consult” in Pledge 7 to be changed to “information sharing”
- A publicised time slot at a Parish Council meeting/Councillors Surgery could be used for Pledge 6
- Dates and times of Assembly meetings were publicised but sometimes, due to unforeseen circumstances, they had to be changed
- Concern if a PACT meeting was not chaired by a local Councillor or a Police Officer

It was noted that the Pledges had been introduced and were not out for consultation.

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

(2) That the report be submitted to the Safer Rotherham Partnership.

### **31. AREA ASSEMBLY CHAIRS/AREA PARTNERSHIP MANAGERS UPDATE**

Andrea Peers, Area Partnership Manager, gave the following update:-

#### **Wentworth Valley**

- Community First bids were currently being invited for Hoober, Silverwood and the Valley Wards. There had been 2 celebration events on 10<sup>th</sup> and 18<sup>th</sup> March
- Affordable Warmth – current ongoing programme in Wentworth, Harley and Brampton with an awareness drop-in event being held on 13<sup>th</sup> March
- Community Involvement – a Summer Wonderland event had been held on 25th February in Dalton supported by local Councillors. Over 200 local people had attended which had enabled the Team to build up their database on engagement activity
- Community Organisers – an extension had been secured for East Herringthorpe so applications would be welcomed until 2<sup>nd</sup> May. There were to be 2 local awareness raising drop-in sessions to promote it
- Easter Events – Local Elected Members had sponsored a range of Easter events
- Area Housing Panel – Wentworth North and Wentworth South were inviting bids for environmental projects for 2014/15
- NAG – the new Police Inspector had agreed to sign off Parkgate and adopt 2 new areas for Maltby

Councillor N. Hamilton congratulated staff on the Summer Wonderland event.

**Maltby**

- An awareness raising event around Child Sexual Exploitation had been held
- “Locks” Project – Burglary other (burglary of sheds and outbuildings) was a problem across the Borough. Some vulnerable areas in Maltby had been identified and an agreed joint package of funding (Area Housing Panel, local Members, Fire Service) with locks and signage purchased. Yorkshire Housing’s Staying Put Project had fitted the kit free of charge.

Councillor Beaumont reported that, following a lot of preparation for the CSE event with regard to the target audience, time of meeting etc., it had been agreed that the Bramley business community would be targeted. Invitations letters had been sent and personal visits explaining the purpose of the meeting. It had been very positively received, however, only 1 had attended from the business community.

**Aston**

- A roadshow had taken place to kick start the disadvantaged communities agenda

**Thurcroft**

- Winter Wonderland event held which had been very well attended
- Big Local consultation continuing – members of the public voting for the priorities they wanted to see in the Plan

**Dinnington**

- Event held on last day of term to engage young people – 500 young people had attended and had included attendance by the Police, Know the Score, Youth Service, Sexual Health, Community Alcohol Partnership etc.

Shaun Mirfield, Area Partnership Manager, gave the following report:-

**Rotherham North**

- Co-ordinating Groups had been held to discuss deprived neighbourhoods and staffing issues
- It had also been agreed that there would be an Away Day in September to both review the past and plan for the future and a session in February around the budget
- Deprived Neighbourhoods
  - Ferham – There was to be a clean up on 5<sup>th</sup> April and work ongoing to lease part of the old Thornhill Recreation Ground. Discussions were taking place with Green Spaces, Rotherham United Community Trust and Sport England with regard to a funding bid to develop facilities
  - Eastwood – A number of properties had been the subject to a Police investigation which would be discussed at the forthcoming NAG meeting. Local Learning Community event held at My Place which more than 40 front line workers had attended and identified a range of issues pertinent to schools and other local partners regarding pre-school provision, attainment, jobs and skills, safeguarding etc. It had been agreed a series of themed events be held the first of which was on 4<sup>th</sup> April looking at pre-school provision. Work was ongoing with Children, Young People and Families Services with regard to the development of the new school

Members also raised the following issues:-

- Athena Awards – deadline for nominations was 17<sup>th</sup> March
- Greasbrough Historical Group – a newly formed group that was working on a book of Greasbrough and the surrounding area and the war. It would

involve a lot of work with the school and elderly people in their homes. Any war memorabilia/memoirs that could be loaned/passed on would be greatly appreciated

- St. John's Green Task and Finish Group – there was a problem with litter in particular aluminium cans. An arrangement had been reached with a local recycler that if he provided recycling bins, the shopkeepers would position them outside their premises and he would empty them
- Wingfield Theatre Group – had received their first booking from a professional theatre group for Twelfth Night

Resolved:- That the information shared be noted.

### **32. AREA PARTNERSHIP TEAM STAFFING UPDATE**

Paul Walsh, Housing and Communities Manager, gave the following staffing update:-

Helen Thorpe – Community Involvement Officer  
 Nicola Hacking – Community Involvement Officer, Wentworth Valley  
 Julie Barnett – Community Involvement Officer, Rother Valley West

Work was ongoing to backfill the gaps at Community Support level the above 3 appointments had created.

Resolved:- That the latest staffing structure be circulated to Area Assembly Chairs.

### **33. ON-LINE COMMUNICATIONS AND SOCIAL MEDIA**

Helen Thorpe, Community Involvement Officer, gave a presentation on how communications could be improved through the use of social media and hopefully reach a wider audience.

There were issues with monitoring social networks but that could be addressed through training. The advantages/disadvantages of a number of forms of social media were illustrated.

It was felt that Twitter would be the best vehicle for Area Assemblies.

Resolved:- (1) That Twitter be used as the method of social media to publicise Area Assemblies.

(2) That the response be monitored and reported in 4 months.

### **34. ANY OTHER BUSINESS**

There was no other business to report.

## **J76. PETITION RE PARKHURST, DONCASTER ROAD**

The Director of Legal and Democratic Services reported receipt of a petition, containing 45 signatures, regarding the anti-social problems they were experiencing from Parkhurst, a derelict property situated next door to Beechwood Lodge.

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

(2) That the issues raised be investigated and a report submitted thereon in 1 month.

## J77. REVIEW OF NEIGHBOURHOOD CENTRES PHASE ONE

Further to Minute No. 77 of the Cabinet Member meeting held on 22<sup>nd</sup> April, 2013, the Director of Housing and Neighbourhoods submitted a report detailing the outcome of the consultation exercise undertaken regarding Neighbourhood Centres.

The consultation with Ward Members, tenants and community groups had enabled recommendations for communal facilities in 62% of the Centres to be finalised. The report set out the forms of consultation that had taken place.

Of the work completed to date, it was proposed that 37 of the 60 Centres be retained as they were considered to be sustainable. The process had highlighted that the identified Centres were well used and provided facilities which offered many benefits to aged persons and local communities. Links had been established with Age UK Rotherham and Rotherfed to support increased activity provision in the Centres which would improve their sustainability.

Work was also taking place with the Audit and Asset Management Service to offer potential use of Neighbourhood Centres to host community and voluntary sector activity which may be displaced following the review of community buildings.

Further consideration was being given to the remaining 23 Centres which may be unsustainable, but further work was being undertaken to stimulate usage or consider options for future use prior to finalising proposals.

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

- Future investment and furniture requirements of the retained Centres
- Continued monitoring of the usage of the retained Centres required
- Clarification to Elected Members on the future of the Centres

Resolved:- (1) That the retention of 37 of the 60 Centres be approved.

(2) That Ward Members be notified of the Centres within their Ward which were to be retained.

(3) That tenants residing in Centres identified for retention be written to with details of the decision.

- (4) That a further review be undertaken of the remaining 23 communal facilities and further work be undertaken in relation to laundry and guest bedroom facilities across all Centres to enable proposals to be finalised.
- (5) That options be identified to address the issues highlighted with the communal facility charging arrangements.
- (6) That a further report be submitted in the Summer, 2014 on the remaining Centres and other communal facilities.
- (6) That a report be submitted in 12 months with regard to the usage of the retained Centres.

**J78. PROMOTING BENEFIT TAKE-UP BY OLDER COUNCIL HOUSE TENANTS**

The Finance Manager, Neighbourhoods and Adult Services, submitted details of 1 year pilot project designed to significantly increase the numbers of local people receiving Attendance Allowance.

Supporting people to claim the benefits they were entitled to was a key strand of the Health and Wellbeing Strategy. However, available information indicated that the numbers of people claiming Attendance Allowance had fallen at the same time as it would be reasonable to expect rates to increase due to an ageing demographic disability profile for the Borough.

Attendance Allowance was a non-means tested state benefit designed to help with the extra costs of living attributed to long-term illness or disability. It was paid to applicants who had either physical or mental illness on a scale of between £55 to £80 per week. Payments were for life, or until the applicant had a change in circumstances, and could make a significant difference to the financial wellbeing of some of the Borough's older or disabled residents. It did not reduce other benefits but may increase the amount recipients received as it could be used as a passport to other benefits.

Age UK Rotherham estimated that there were approximately 14,000 people in Rotherham who were not FAC eligible but could potentially significantly benefit from Attendance Allowance because of their poor family/support networks.

It was proposed that Age UK Rotherham be commissioned to deliver a 1 year pilot project to determine if it was possible to significantly increase the financial wellbeing of older frail or disabled Council tenants. The project would work exclusively with Council house tenants and represented a key strand in Rotherham Housing Services' Financial Inclusion Strategy. The pilot would determine the appropriateness of continuing with the scheme and further development to address the needs of all potential applicants in the Borough.

It was clarified that the 300 tenants in the pilot scheme would be selected via possible eligible tenants coming forward through publicising of the scheme and Housing Officers' nominations.

Resolved:- (1) That a 1 year pilot project be designed to increase the numbers of tenants who had reached Pension Credit age who successfully apply for Attendance Allowance.

(2) That, in the light of the organisation's existing experience, Age UK Rotherham (AUKR) be commissioned to undertake the above pilot project at a cost of £30,000.

**J79. NEIGHBOURHOODS GENERAL FUND REVENUE BUDGET MONITORING 2013-14**

Consideration was given to a report presented by the Finance Manager, Neighbourhoods and Adult Services, 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 February, 2014.

The latest forecast showed an overall underspend of £321,000 against an approved net revenue budget of £2.461M as follows:-

**Strategic Housing and Investment Service (+£11k)**

- Lower than expected staff turnover against budget

**Housing Options (-£101k)**

- Projected underspend on the Dispersed Units Trading Account and within the Private Sector Adaptations Service as a result of continued vacancy and an increase in fees and charges
- Projected overspend on the Key Choices Property Management Service as a result of lower than anticipated income from managed properties

**Housing and Communities (-£70k)**

- Projected underspends within Area Assemblies and Supplies and Services as a result of the Council-wide 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 (-£8k)**

- Small underspend due to savings on Supplies and Services

## Business Regulation (-£48k)

- Business Regulation was projecting an underspend
- Pressures on staffing costs within Health and Safety, Food and Drugs and Animal Health budgets were being offset by savings within Trading Standards due to continued vacant posts
- Projected overspend within Licensing due to projected income for new licences not being as high as originally anticipated
- Bereavement Services projecting an underspend as a result of lower than forecast costs relating to repairs and maintenance

## Safer Neighbourhoods (-105k)

- Savings within Community Protection through vacancy management, further savings achieved as a result of the moratorium on non-essential spend and additional grant funding
- 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 £46,808 in respect of data analysis relating to Green Deal Energy Efficient projects which was 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.

**J80. HOUSING REVENUE ACCOUNT BUDGET MONITORING FEBRUARY 2014**

Consideration was given to a report presented by the Finance Manager, Neighbourhood and Adult Services, relating to the Housing Revenue Account based upon actual income and expenditure to the end of February, 2014. The overall forecast was that the Housing Revenue Account (HRA) would make a contribution to working balances (reserves) of £0.369M, a variation of £-2.968M against approved budget.

Appendix A of the report provided the Budget Operating Statement for 2013/14 which showed 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 £-8.781M, together with Revenue contribution to Capital costs and interest received, would result in an overall surplus of £0.369M to be transferred to Working Balances.

## Expenditure

Based upon expenditure and commitments to date, total expenditure was forecast to outturn at £71.232M compared to a budget provision of £73.091M, a reduction in spend of £1.859M. The main variations were:-

### Contributions to Housing Repairs

- Repairs and Maintenance – Currently forecast to underspend £756,000 against budget at £17.966M. The Empty Homes budget was difficult to forecast given it being a responsive service. At the end of January there had been 256 more void completions than budgeted, the main reason being the impact of the Welfare Reform as more tenants requested a transfer to smaller properties. Within the Housing Repairs budgets there was an overall forecast overspend on Empty Homes due to increase in minor voids offset by a forecast underspend on overheads within revenue schemes plus shared savings now agreed with both contractors

### Supervision and Management

- Forecast to outturn at £19.072M, overall underspend of £993k. The main reason for the variation was lower than expected staff turnover including delays in implementing the review of structures across a number of teams. This was reduced by an additional contribution to the Furnished Homes reserve due to additional income as more clients used the Scheme
- Forecast cost of Capital Charge was £200k less than budgeted due to lower than anticipated interest rates
- Forecast overspend of £40k due to the increase in number of void properties for Rents, Rates and Taxes
- Forecast increase to the provision for bad debts to reflect the increase in number of current and former tenant arrears and outstanding income from rechargeable repairs

### Income

- Total forecast income collectable was £80.013M, an increase of £1.109M above the approved budget of £78.904M
- Dwelling rental income was projected to over-recover by £274k. However, non-dwelling rents was forecast to under-recover against budget by £51k due to a review and reclassification of a small number of properties to General Fund resulting in less income due to the HRA
- Income from charges for services and facilities were forecasting an outturn of £4.342M, an over-recovery of £740k mainly as a result of additional income on Furnished Homes due to increase in the number of clients, additional fee income from Right to Buy sales plus one off income from prior year charges for District Heating. However, there was a forecast under-recovery of income from clients using Sheltered Neighbourhood Centres services as tenants opted out of the laundry charge
- Other fees and charges were forecasting an over-recovery of income of £147k which included additional 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.

## **J81. HOUSING INVESTMENT PROGRAMME 2014-15 TO 2016-17**

The Business and Commercial Programme Manager presented the proposed Housing Investment Programme for 2014/15 to 2016/17 detailing how the Programme had been compiled and identified how various individual schemes of work included within the Programme had been drawn up.

The budget process that led to the original Capital Programme for 2013/14 to 2016/17 ensured that the Council's capital investment plans were aligned with its strategic priorities and vision for Rotherham. Anticipated spend for 2014/15 was:-

Refurbishments	£11,995,000
Other Capital Projects	£13,563,000
Fair Access to All (Adaptations)	£3,389,000
Regeneration/Neighbourhood Renewal – Public Sector	£5,086,000
Regeneration/Neighbourhood Renewal – Private Sector	£971,000
<b>Total</b>	<b>£35,004,000</b>

Resolved:- That the Housing Investment Programme for 2015-15 to 2016-17 be noted.

## **J82. HOUSING INVESTMENT PROGRAMME 2013/14 - FEBRUARY 2014**

Consideration was given to a report presented by the Business and Commercial Programme Manager, which represented the indicative outturn position for the 2013/14 Capital Programme.

As at the end of Period 11 (February, 2014), total spend on the HIP was £17,940,076M compared to a budget provision of £19,532,452M, an underspend of £1,592,376 (-11% 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 11 (February, 2014) be noted.

(2) That the virement of £200,000 slipped funding for the Boundary Walls Scheme to the 2014-15 Refurbishment budget be approved. This would result in a revised Refurbishment budget of £12,195,000 and a revised Boundary Walls budget of £625,000 in 2014-15.

### **J83. FURNISHED HOMES SCHEME**

The Director of Housing and Neighbourhoods presented a proposal to reclassify the Furnished Homes Scheme as a General Fund Service in order to maximise its flexibility and capacity to respond to the changing circumstances brought about by Welfare Reform and the Housing Revenue Account self-financing rules.

The Scheme was originally launched in 2004 and remodelled in 2009 to provide a more flexible personalised service. The changes had proved very popular and led to a rapid expansion of the Scheme with the overall number of furnished tenancies having increased to 2,750.

At present it was only offered to Council house tenants and, up to and including 2013/14, accounted for as a Housing Revenue Account (HRA) traded service but outside the scope of the annual and 30 year financial and business plan of the Housing Revenue statutory ring-fenced Account.

A business development plan was being developed in order to determine the extent to which the Service could release further business opportunities and future revenues. However, continuing to trade as a HRA Traded Service was restrictive given the HRA's current financial borrowing limit which was already fully committed on strategic schemes supporting the HRA Business Plan.

The reclassification of the Service had no implications for the tenants.

Legal Services had confirmed that, given the specific welfare aims of the Service, there were no legislative barriers which would prevent the Service from being operated as a General Fund provided the level of charges to the HRA were not being regarded as excessive and it met the accounting code definition of a traded service. The views of the Council's external auditors had also been sought and indicated no reason to challenge the proposal subject to the level of charges to the HRA for the service being reasonable.

Discussion ensued on the proposal with the following issues raised/clarified:-

- Consideration be given to the ability for tenants to be able to purchase single white good items
- Publicising of the Scheme to existing tenants
- Possible study opportunity for an University student

Resolved:- That the Furnished Homes Scheme be operated as a General Fund Service with effect from 1<sup>st</sup> April, 2014.

#### **J84. 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)).

#### **J85. STRATEGIC HOUSING MARKET ASSESSMENT**

The Director of Housing and Neighbourhoods submitted a report seeking a waiver of Standing Orders to enable Sheffield University to carry out a Strategic Housing Market assessment for Rotherham.

The Council had committed to carry out a Joint Strategic Housing Market Assessment in order for the Planning Inspector to continue with his examination of the Council's Core Strategy. Sheffield University had carried out an Assessment for Sheffield City Council in November, 2013. There would be significant savings and efficiencies if the 2 studies could be linked together to form an assessment for the whole market area which would greatly benefit the Sheffield City Region.

The Council's financial contribution was estimated to be a maximum of £50,000.

Resolved:- That the waiving of the Standing Order (requirement to tender) be approved to enable the award of the Strategic Housing Market Assessment to Sheffield University because of the efficiencies gained.

#### **J86. AFFORDABLE HOUSING - CANKLOW LAND TRANSFER**

Further to Minute No. C79 of the Cabinet held on 17<sup>th</sup> October, 2012, approving the transfer of land on Rother View Road, Canklow, to South Yorkshire Housing Association for the purpose of new residential development, the Director Housing and Neighbourhood Services submitted a proposal for a land swap.

Following a geotechnical survey carried out by SYHA, the site at Rother View Road was not financially viable for development of social affordable housing. It was proposed that the land be swapped for land at Castle Avenue and Warden Street for the development of 16 affordable homes.

The risks and uncertainties and financial implications were set out in the report submitted.

Resolved:- That the proposed land swap at Rother View Road to Castle Avenue/Warden Street, Canklow (as shown at Appendix 1 of the report submitted) be approved for the purpose of enabling 16 units of affordable housing.

(Councillor McNeely declared a non-pecuniary interest being the Ward Councillor for the area.)

**CABINET MEMBER FOR HEALTH AND WELLBEING**  
**14th April, 2014**

Present:- Councillor Wyatt (in the Chair); Councillors Tweed and Buckley.

**K81. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**K82. MINUTES OF PREVIOUS MEETING**

Consideration was given to the minutes of the meeting held on 10th March, 2014.

It was noted that the Suicide Prevention and Self-Harm Conference (Minute No. K69 refers) had been a great success.

There had been a good response to registrations for the 'Working Together for a Healthier Rotherham' Conference to be held on 16th July, 2014.

Resolved:- That the minutes of the meeting held on 10th March, 2014, be approved as a correct record.

**K83. HEALTH AND WELLBEING BOARD**

The minutes of meetings of the Health and Wellbeing Board held on 19th February and 26th March, 2014 were noted.

**K84. CONFERENCES**

Resolved:- (1) That the intended attendance by the Chairman at the half day conference by the Yorkshire and Humber Mental Health Commissioning Network to be held on 11<sup>th</sup> June, 2014, at Wentbridge, Pontefract, be noted.

(2) That the Chairman (or substitute) be authorised to attend the Workbase Wellbeing Charter event by Public Health England, Health@Work and Liverpool City Council to be held on 4<sup>th</sup> June in Liverpool.

(3) That the Chairman (or substitute) be authorised to attend the Public Health England Electronic Cigarettes and Tobacco Harm Reduction Symposium to be held on 15<sup>th</sup> May, 2014, in London.

**K85. ROTHERHAM HEART TOWN**

The notes of the Rotherham Heart Town Steering Group held on 11<sup>th</sup> March, 2014, were submitted for information.

It was noted that there was to be a stakeholder event on 10<sup>th</sup> June, 2014.

#### **K86. CHILD HEALTH PROFILE MARCH 2014**

The profile, providing a snapshot of child health in the area, was submitted for information. The key findings were:-

- Children and young people under the age of 20 years made up 24.1% of the population of Rotherham – 14.5% of school children were from a minority ethnic group
- The health and wellbeing of children in Rotherham was mixed compared with the Rotherham average – infant and child mortality rates were similar to the England average
- Level of child poverty was worse than the England average – 23.2% of children aged under 16 years lived in poverty
- 9.5% of children aged 4-5 years and 21.0% of children aged 10-11 years were classified as obese
- Lower % of mothers initiated breastfeeding compared to the England average. By 6-8 weeks after birth the % was lower than the England average (29.7%)
- In 2012/13 children were admitted for mental health conditions at a lower rate to that in England as a whole
- The rate of inpatient admission during 2012/13 due to self-harm was lower than the England average

Concern was expressed at some of the information contained within the profile. It was noted that Public Health would be producing a report on areas in the Public Health Outcomes Framework where performance was poor or on a downward trend, including some Indicators relating to children and young people. This would be submitted to the Health and Wellbeing Board.

Resolved:- That the report be noted.

#### **K87. BREAST CANCER CAMPAIGN**

The Chairman reported receipt of a letter from the Breast Cancer Campaign regarding a newly published report entitled "Finding the cures, improving the care". The report explored how more effective monitoring of performance against the NICE Breast Cancer Quality Standard could be used to drive improvements in the standard of care for women with breast cancer and included recommendations that applied to Health and Wellbeing Boards.

It recommended that Health and Wellbeing Boards take into account the findings from the peer review process during the development of its Joint Strategic Needs Assessment and consider whether there were opportunities to introduce incentives for local Trusts to ensure patients with recurrent or secondary breast cancer had their care discussed by a multi-disciplinary team.

Resolved:- That the information be forwarded to the Strategic Commissioning Manager.

#### **K88. BEREAVEMENT SERVICES FORUM**

Alan Pogorzelec, Business Regulation Manager, referred to the recent meeting of the Bereavement Services Forum and gave the following update with regard to the Borough's cemeteries:-

##### **East Herringthorpe Crematorium**

- Both cremators had been serviced. Issues identified on 1 would result in it being taken out of service for re-lining work
- It should not result in any impact on service but Dignity had plans in place should a problem arise
- The entrance to the Book of Remembrance had been altered so as to avoid conflict with mourners exiting the chapel
- New CCTV system installed which now covered the chapel, the outside of the building and the flower garden thus allowing Crematorium staff to monitor the area

##### **East Herringthorpe Cemetery**

- A site visit had been made to Bradford to observe Muslim grave construction. A new method of producing a lined grave had been developed which met the community's needs and addressed concerns raised
- Grave space was not an issue - 70 plots had been used last year

##### **Greasbrough Lane**

- Grave space was not an issue – 30 plots had been used last year
- There were health and safety concerns for funeral undertakers given the sloping nature of the site

##### **Wath**

- Growing pressure for spaces – 15 new plots used last year with approximately 60 remaining
- Work was taking place on possible identification of new site

##### **Maltby**

- Approximately 294 spaces remaining – 26 full space used last year
- An issue had arisen recently with the stealing of lead from the lychgate

**Haugh Road**

- The cemetery was full and only open for the re-opening of graves
- Issue with potholes on the driveway
- Chapel falling into disrepair

**Town Lane, Greasbrough**

- The cemetery was full and only open for the re-opening of graves
- Few cremated remains plots left
- Chapel in poor state of repair

**Masbrough**

- The cemetery was full and only open for the re-opening of graves
- Similar issues with the 2 Chapels

**Moorgate**

- The cemetery had benefitted in the past from the work of Community Payback. However, since the disposal of the workshops, which had been used as mess facilities, that work had not taken place
- The cemetery was maintained as per the requirements of the contract but had previously been maintained to a higher level (see above bullet point)
- The Chapel had fallen into disrepair

**High Street, Rawmarsh**

- The cemetery was full
- Managed environmentally

**Chapels**

- A request had been submitted for an element of Housing General Fund monies to be rolled over into the 2014/15 financial year to be used for the maintenance of cemeteries
- It was also hoped to use some of the funding on the Chapels

**Memorial Day**

- Dignity were interested in holding a "Celebration of Life" event at East Herringthorpe for the families of those who had passed away that year

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

(2) That a report be submitted to the June meeting on the proposed Celebration of Life event.

**K89. MOTOR NEURONE DISEASE ASSOCIATION - MND CHARTER**

The Chairman reported receipt of correspondence from the Motor Neurone Disease Association requesting sign up to the MND Charter "achieving quality of life, dignity and respect for people with MND and their carers".

The document had been considered by the Health and Wellbeing Board but had not been unanimously supported due to commissioning issues.

Resolved:- That the Charter be discussed further at the April meeting of the Health and Wellbeing Board.

**K90. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That the next meeting of the Cabinet Member take place on Monday, 9<sup>th</sup> June, 2014 at 11.30 a.m. at the Town Hall.

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**  
**7th April, 2014**

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

Apologies for absence were received from Councillor Swift.

**L49. MINUTES OF THE PREVIOUS MEETING HELD ON 3RD MARCH 2014**

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 3<sup>rd</sup> March, 2014, be approved as a correct record for signature by the Chairman.

**L50. EMERGENCY PLANNING UPDATE AND HEALTH AND SAFETY ISSUES**

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

(a) Business Continuity

- Commenced exercise scoping with multi-agency partners for exercise Cygnus (national pandemic influenza exercise), in which local contingency plans will be tested;
- Commenced reviewing arrangements in both Rotherham and Sheffield for excess deaths, with a view to an updated framework being produced and tested as part of exercise Cygnus (as above);
- Engagement with a number of teams to enrich their business continuity plans (and continued migration to the e-system);
- Attendance at de-briefers course;
- Sheffield Pandemic Influenza plan final draft circulated for consultation.

(b) Emergency Planning

- Recruited a new part-time member of staff to replace an officer who has retired;
- preparation for the corporate exercise which will take place on Thursday 15th May 2014 at Riverside House;
- attendance at the de-briefers course, organised by the Local Resilience Forum;
- carried out a review into the management of Public Safety in Events within the Borough area;
- planning this Council's component for the multi-agency response to the planned public demonstration on Saturday 10th May 2014 in Rotherham.

## (c) Health, Welfare and Safety

- carried out an asbestos refurbishment survey at a primary school;
- undertook an unplanned inspection of a Streetpride Construction Team, carrying out resurfacing work on a pedestrian footpath at Doncaster Road, Thrybergh; during the inspection, all staff on site were adhering to good health and safety practices and the correct personal protective equipment was being worn by everyone; further discussions will take place about the procedures in place for checking for underground services;
- conducted fire safety training for staff working at a primary school and at a secondary school;
- a fire alarm test was carried out at a primary school;
- meetings with managers working in the Highways Section of Streetpride; examining procedures for safe excavation at construction sites;
- advice to a primary school site manager on the correct use of harnesses, whilst working at height.

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

**L51. A TRIAL PROJECT FOR AREA BASED CLEANSING**

Further to Minute No. 71 of the meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 18<sup>th</sup> March, 2013, consideration was given to a report presented by the Leisure and Community Services Area Manager, detailing proposed street cleansing methods of operation resulting from the trials undertaken during the past twelve months. The methods detailed were:-

- scheduled cleansing rounds;
- district cleansing;
- use of hotspot team and 'superblitz' cleansing;
- mechanical sweeping.

The report stated that monitoring of the arrangements will be undertaken and, if any necessary modifications are identified, they will be implemented at appropriate times during the year. The changes to the method of operations will be accommodated within the existing Street Cleansing budget.

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

(2) That proposed street cleansing methods of operation, as detailed in the report now submitted, be approved and implemented.

**L52. CONCRETE LITTER BINS - UPDATE**

Further to Minute No. 72 of the meeting of the Cabinet Member and

Advisers for Waste and Emergency Planning held on 18<sup>th</sup> March, 2013, discussion took place on the replacement programme of concrete litter bins, throughout the Borough area.

**L53. REVIEW OF PROVISION OF HOUSEHOLD WASTE RECYCLING CENTRES**

Further to Minute No. 42 of the meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 3rd February, 2014 and Minute No. 185 of the meeting of the Cabinet held on 5th February, 2014, consideration was given to a report, presented by the Waste Strategy Manager, which reviewed the current provision of the Household Waste Recycling Centres (HWRCs) in Rotherham and proposed the reduction of opening days to achieve the budgetary savings required for the 2014/2015 financial year.

The report stated that the Council, as a Waste Disposal Authority, has a statutory obligation under the Environmental Protection Act 1990 for "places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited". Waste Disposal Authorities have discretion to decide how they fulfill this duty, both in respect of how many Centres are provided, their locations and their opening days and hours.

The management of Rotherham's HWRCs is arranged through a joint BDR (Barnsley, Doncaster and Rotherham) contract with FCC Environment Limited. The contract with FCC Environment Limited sets out that company's duties in relation to the Council's network of HWRCs. In order to change any contractual obligation, a variation to contract has to be agreed with the service provider.

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

(2) That, with effect from 1<sup>st</sup> June, 2014, the following reduction of opening days be applied to the Household Waste Recycling Centres listed below:-

- (a) Magilla, Common Lane, North Anston - closed on Tuesday each week;
- (b) Car Hill, Rotherham – closed on Wednesday each week;
- (c) Warren Vale, Rawmarsh – closed on Thursday each week; and
- (d) Lidget Lane, Ravenfield – closed on Friday each week.

(3) That a further report about the reduction in the Centres' opening days be submitted to a meeting of the Cabinet Member and Advisers for Waste and Emergency Planning, during January 2015, to determine whether the budget savings can be achieved.

**L54. WASTE UPDATE**

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

- (a) waste is now being delivered to the Sheffield Erf and Salmon Pastures transfer station;
- (b) implications of the revised commercial waste collection rounds;
- (c) issues concerning the contract for the clinical waste collection service.

Members requested that officers investigate the cleansing arrangements in respect of the Woodlaithes Village, as the adoption of highways within this estate has not yet been completed.

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

**CABINET MEMBER FOR WASTE AND EMERGENCY PLANNING**  
**6th May, 2014**

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

Apologies for absence were received from Councillor Swift.

**L55. MINUTES OF THE PREVIOUS MEETING HELD ON 7TH APRIL, 2014**

Resolved:- That the minutes of the previous meeting of the Cabinet Member and Advisers for Waste and Emergency Planning held on 7<sup>th</sup> April, 2014, be approved as a correct record for signature by the Chairman.

**L56. HEALTH, WELFARE AND SAFETY PANEL**

The following report was submitted:-

**HEALTH, WELFARE AND SAFETY PANEL**  
**11TH APRIL, 2014**

Present:- Councillor R. S. Russell (in the Chair); Councillors G. A. Russell and Swift; Mrs. S. Brook (NASUWT), Mrs. K. Hall-Garrett (UNISON) and Mr. P. Harris (GMB).

Apologies for absence were received from Councillors Ali, P. A. Russell, Whelbourn and Wootton and from Mrs. J. Adams (NUT).

**18. MINUTES OF THE PREVIOUS MEETING HELD ON 10TH JANUARY, 2014**

Resolved:- That the minutes of the previous meeting of the Health, Welfare and Safety Panel, held on 10th January, 2014, be approved as a correct record for signature by the Chairman.

**19. MATTERS ARISING**

With regard to Minute No. 14 (Kelford School, Kimberworth), the Panel received information from the School explaining the use of the changing rooms.

**20. STATISTICS OF ACCIDENTS, INJURIES AND INCIDENTS OF VIOLENCE TO EMPLOYEES**

It was noted that the annual report of statistics, injuries and incidents of violence to employees will shortly be distributed to Members of the Health, Welfare and Safety Panel.

**21. HEALTH AND SAFETY BULLETIN**

Consideration was given to the Health and Safety Bulletin, containing recent articles and reports of legal cases relating to health and safety.

The following items were highlighted:-

- matters of interest from the Health and Safety Executive, including public safety at large events; alcohol and substance misuse;
- safety myth (risk assessments; slips and trips; health and safety rules);
- recent Court Cases, including incidents affecting care homes.

Resolved:- That the Principal Health and Safety Officer distribute copies of the bulletin throughout the Authority and also publish the bulletin on the Council's Intranet web site.

**22. REPORTS ON VISITS OF INSPECTION HELD ON 14TH MARCH, 2014**

Consideration was given to matters arising from the visits of inspection made by the Panel on Friday, 14th March, 2014.

The report included the responses provided by Service Areas to the various issues raised at the inspections. Particular reference was made to:-

(a) Dalton Foljambe Primary School

This primary school will be re-scheduled for a future visit of inspection by the Panel.

(b) Thrybergh Country Park

Discussion took place on the risk assessments for staff of the Visitor Centre at this Country Park. Panel Members asked to view the relevant documents. It was noted that issues concerning the safety fencing (bridge and dam wall) within the Country Park were the responsibility of Yorkshire Water plc.

(c) Disabled Toilet Facilities in Schools

The Panel emphasised that these facilities are not to be used for storage purposes.

(d) Clifton Comprehensive School

Panel members commented that school staff must be present during the visit of inspection. Discussion took place on a number of issues affecting this school (facilities for staff; CDT classrooms; accommodation for use by pupils during recess and lunch breaks). It was agreed that the Panel make a further visit of inspection to this school.

(e) Visits of Inspection – afternoon schedule

It was agreed that, during future visits of inspection, the afternoon schedule shall begin with departure from the Town Hall at 1.30 pm.

**L57. EXCLUSION OF THE PRESS AND PUBLIC**

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

**L58. CONTRACT FOR SKIP HIRE, WASTE TREATMENT RECYCLING, RE-USE AND DISPOSAL**

Consideration was given to a report presented by the Procurement Category Manager concerning the proposed acceptance of a tender for the supply of Skip Hire, Waste Treatment Recycling, Re-use and Disposal (contract reference 14-028). The contract is for a period of four years, commencing in June 2014 and is to be renewed annually subject to satisfactory supplier performance. The submitted report outlined the process for the evaluation of the six tenders received, against price and quality considerations.

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

(2) That the tender submitted by T K Lynskey (Excavations) Ltd., Wath upon Dearne, as detailed in the report now submitted, be accepted in respect of the four years' contract, commencing in June 2014, for the supply of Skip Hire, Waste Treatment Recycling, Re-use and Disposal.

**L59. TREATMENT OF DRY RECYCLABLES**

Consideration was given to a report presented by the Procurement Category Manager concerning the proposed acceptance of a tender for the Treatment of Mixed Dry Recyclables (glass, cans and textiles) (contract reference 14-043). The contract is for a period of three years, commencing on 5th July 2014 and is to be renewed annually subject to satisfactory supplier performance. The submitted report outlined the process for the evaluation of the three tenders received, against price and quality considerations.

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

(2) That the tender submitted by Beatson Clark, Rotherham, as detailed in the report now submitted, be accepted in respect of the three years' contract, commencing on 5th July 2014, for the Treatment of Mixed Dry Recyclables.

**DEPUTY LEADER**  
**14th April, 2014**

Present:- Councillor Akhtar (in the Chair); along with Councillor Sims.

An apology for absence was received from Councillor Gosling.

**N62. MINUTES OF THE PREVIOUS MEETING**

Consideration was given to the minutes of the previous meeting held on 17<sup>th</sup> March, 2014.

Resolved:- That the minutes of the meeting held on 17<sup>th</sup> March, 2014 be approved as a correct record.

**N63. RESOURCES PERFORMANCE REPORT**

Consideration was given to a report presented by Sue Wilson, Performance and Quality Manager, which provided information on the current position statement on the activity of Services that fit within the remit of the Resources Directorate.

Activity reported was for the period ending 28th February, 2014 and provided both achievements and any risks and issues.

Many of the services featured in this report have been involved in providing support to the Council's Operational Services around the efficiency agenda to generate the required Council savings. It was also clear that the reduction in resources across the services continued to be a concern which could potentially impact upon delivering services at the same level as before.

Key highlights from the report which were discussed related to:-

- Procurement savings to date.
- The new telecommunications agreements.
- Contract negotiations for the Domiciliary Care Framework.
- Better Care Fund submission.
- Continuing Healthcare Funding and the ongoing negotiations.
- Domestic Abuse event for Roma/Slovakian women.
- Establishment of the Multi-Agency Safeguarding Hub.
- Revision of the Corporate Plan.
- Number of enquiries regarding school meals at Brinsworth Manor Infant School.
- Migration of the new website.
- Extension of the LASER credit union contract.
- Contract with FareShare Yorkshire.
- Impact of Welfare Reform.

- Collection rates for Council Tax and Non-Domestic Rates.
- Taking forward Shared Services.
- Nearing completion of the ICT Strategy.
- Launch of the "Rotherham Taxi Driver Guide to Crime and Safety Issues".
- Roma Family Induction Day on 10<sup>th</sup> February, 2014.
- Provisional hearing date for the South Yorkshire and Merseyside City Regions Judicial Review.
- Retention of the Law Society's Practice Management Standard.
- Pressure within Electoral Services.

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

#### **N64. SALARY SACRIFICE**

Consideration was given to a report presented by Phil Howe, Director of Human Resources, which provided details of changes to the framework currently used to provide cars to employees and alternative options.

Three years ago the Council introduced the opportunity for employees to obtain low CO<sub>2</sub> emission cars via salary sacrifice arrangements using an open procurement framework put in place by North Yorkshire County Council.

Over 200 employees now have cars under the scheme where they benefit from all inclusive car running costs at a cost effective rate paying less tax and National Insurance. Additionally, the Council benefits in the form of reduced National Insurance and Pension contributions at the appropriate rate from the collected deductions.

The Council could continue to use the terms of the existing framework until April 2015 after which time would have to move to another framework or undertake its own procurement exercise.

North Yorkshire County Council have recently renewed their framework for a further four years, although with effect from the renewal date would then apply an annual charge for organisations wishing to use their framework. This charge would cost the Council £700 per year.

Through researching the marketplace Procurement colleagues and Human Resources have identified an alternative option involving a different Public Sector body where there was no charge. The one identified was operated by the NHS who have also recently let a new contract for four years through the NHS NOECPC framework. This allowed all Local Authorities, Police, Fire etc. to utilise.

The NHS framework CO<sub>2</sub> emissions cap was 150g/km which was higher than the 120g/km limit of the current framework procured via the North Yorkshire arrangement. This would obviously give employees access to a

much wider choice of vehicles. Therefore, this would potentially encourage more employees to participate via this employee benefit, which on average had reduced CO2 emissions for the NHS by 50g/km for each replacement car.

The provider under the NHS framework was the same as the current provider, Tusker, so there would be no major transitional process issues associated with a change.

Colleagues in Procurement were, therefore, recommending that the Council moves onto the NHS framework from April, 2014.

Resolved:- That the move to a new framework with an increased CO2 limit be approved.

## **N65. CABINET REPORTS AND MEMBERS' ISSUES**

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

- The collective agreement signed by the Trades Unions over changes to terms and conditions of employees, as reported to the R.M.B.C./Trades Unions Joint Consultative Committee.
- Announcement by the Leader of the Council with regards to implementation of a Local Living Wage (£7.65 per hour) from 1<sup>st</sup> October, 2014, which would benefit around 1,500 employees.
- "Making Every Contact Count" and the promotion of healthy lifestyles across the borough.
- Update on Shared Services discussions with various agencies.

Chrissy Wright, Commissioning Manager, reported on:-

- Novation of HealthWatch Rotherham Contract from private provider to Social Enterprise.
- Special Educational Needs and Disability (SEND) Reforms 2014 and the moves towards joint commissioning.
- Ongoing work with the Clinical Commissioning Group on CHC.
- Working up of the retender for the Domiciliary Care Framework.
- Ongoing work looking at high cost placements for looked after children and SEN placements.
- Assessment of home care domiciliary providers and the payments to staff.

Jacqueline Collins, Director of Legal and Democratic Services, reported on:-

- Potential relocation within Riverside House.
- Rotherham's televised media coverage.
- Candidate briefing for Elections.
- Exploratory work as D.R.L. moves towards closure.

- Revisions to the Scheme of Delegate and the Constitution and the presentation at Annual Council.

Resolved:- That the information be noted.

**N66. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That the next meeting take place on Monday, 9<sup>th</sup> June, 2014 at 8.30 a.m.

**CABINET MEMBER FOR EDUCATION AND PUBLIC HEALTH SERVICES**  
**17th June, 2014**

Present:- Councillor Rushforth (in the Chair); Councillors Lelliott.

An apology for absence was submitted from Councillor Roche.

**F1. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**F2. "CELEBRATION OF LIFE" EVENT**

Alan Pogorzelec, Business Regulation Manager, gave a verbal overview of his roles and responsibilities within Business Regulation which encompassed managing the bereavement contract with Dignity, Trading Standards, Licensing and Environmental Health.

The idea of a Celebration of Life event had arisen from the Bereavement Forum at the beginning of the year. Rotherham's Dignity Manager had had experience of arranging such events in other areas of the country which were held once or twice a year for those who had attended a service at the Crematorium during the past 6 months to celebrate the life of those recently deceased.

Unfortunately, the Manager had had to divert her attention to other issues but was still confident of being able to hold such an event before the end of the Summer.

The Cabinet Member was in favour of such an event but stressed that, due to the short timescale, it should only proceed if all arrangements were in place. Given the sensitive nature, it was imperative that it did not go ahead if there were question marks over any aspect of the arrangements.

Resolved:- (1) That the proposed Celebration of Life event be supported subject to clarification of the issues aforementioned.

(2) That the Cabinet Member be kept fully informed of the arrangements being made.

**F3. SCHOOL BALANCES 2013-14**

Consideration was given to the report presented by the Finance Officer, Schools' Finance (CYPS Business Partnering, Financial Services, Resources Directorate) that outlined the Local Authority's schools' outturn balances for the 2013-2014 financial year.

The overall school balance position for 2013/2014 showed a decrease of 26% from 2012/13, decreasing from £8.881M to £6.573M.

Balances for 2013/2014: -

- Had fallen across the Primary, Secondary and Special School sectors;
- Had risen across the Early Excellence Centre sector;
- 12 Schools were above the Department for Education's threshold of 8% for Primary, Nursery and Special Schools, and 5% for Secondary Schools. There had been 20 Schools above the threshold in the previous year;
- 9 Schools outturned the financial year with a deficit budget;
- There had been an increase in the total deficit balances in the Primary, Secondary and Special sectors from £357,000 to £537,000
- Rotherham had the second lowest average balance per school of its ten statistical neighbours.

Discussion ensued on the 9 Schools that had outturned the financial year with a deficit budget. Discussions would take place with the Head Teachers concerned and agree a Licence to Deficit and a 3 year plan. They would then be closely monitored by the Finance Team.

The new formula for allocated Dedicated Schools Grant, introduced in 2013/14, had resulted in significant redistribution of funding between schools. Pupil number driven funding had increased from 67% of the total to 83% owing to the abolition of funding allocations relating to premises, former grant and other factors. In 2014/15 89% of the total funding allocated to schools was pupil number driven of which 93% was basic entitlement (numbers on roll).

Resolved: - That the overall position of Schools' balances for the 2013/14 financial year be noted.

#### **F4. CHILDREN, YOUNG PEOPLE AND FAMILIES PARTNERSHIP**

The minutes of the Children, Young People and Families Partnership held on 21<sup>st</sup> May, 2014, were noted.

It was noted that the "In It Together", part of the Special Educational Needs and Disability Reforms, was to be launched at an event to be held on 4<sup>th</sup> July, 2014, at the New York Stadium.

#### **F5. OBESITY STRATEGY GROUP**

The notes of a meeting of the above Strategy Group held on 7th May, 2014, were submitted for information.

**F6. ROTHERHAM TOBACCO CONTROL ALLIANCE**

The notes of a meeting of the above Working Group held on 17th April, 2014, were submitted for information.

**F7. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That the next meeting of the Cabinet Member take place on Monday, 15<sup>th</sup> July, 2014 at 11.30 a.m. at the Town Hall.

**CABINET MEMBER FOR ADULT SOCIAL CARE**  
**16th June, 2014**

Present:- Councillor Doyle (in the Chair); Councillors Andrews and Pitchley.

**H1. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**H2. MINUTES OF PREVIOUS MEETING**

Consideration was given to the minutes of the meeting held on 28<sup>th</sup> April, 2014.

Resolved:- That the minutes of the meeting held on 28<sup>th</sup> April, 2014, be approved as a correct record.

**H3. HEALTH AND WELLBEING BOARD**

The minutes of the meeting of the Health and Wellbeing Board held on 23rd April, 2014, were noted.

**H4. ADULT SERVICES REVENUE OUTTURN 2013-14**

Mark Scarrott, Finance Manager (Adult Services) presented a report relating to the Revenue Outturn position for Adult Services Department within the Neighbourhood and Adult Services Directorate for the financial year 2013/14.

It was reported that the 2013/14 revised cash limited budget was £73.555M, and the net Outturn for the Service for 2013/14 was an underspend of £33,089 (variation of -0.05%).

It was noted that a significant part of the actual underspend was due to additional income received from the NHS during the final quarter. This, together with restricting spend to essential items only throughout the year, underpinned by tight financial management within the Service, had contributed to addressing the budget pressures within Adult Services.

A summary revenue outturn position for Adult Social Services was given in the table within the submitted report.

The appendix to the submitted report detailed the revenue outturn 2013/14 and the reasons for variance from approved budgets. The following key variations were highlighted:-

**Adults General (-£140,000)**

- Underspend in the main due to restricting spend to essential items only, managed savings on training budgets plus additional grant funding for HIV support

**Older People's Services (+£298,000)**

- Recurrent budget pressure on Direct Payments, delays in implementing budget savings target within In-House Residential Care due to extended consultation, overspend on independent residential and nursing care due to budget savings target for additional Continuing Health Care not achieved plus increase in demand for domiciliary care particularly during the final quarter
- Above budget pressures reduced by additional Winter Pressures funding received in the last quarter, vacancies due to Service reviews and increased staff turnover within Assessment and Care Management and Social Work Teams, impact of restricting spend to essential items only within Day Care Services, delays on developing services for Dementia clients and carers' breaks. There had also been additional funding from Health to support hospital discharges, revenue savings due to delays in the replacement programme for Community Alarms and funding through capital resources

**Learning Disabilities (+£132,000)**

- Main overspend in respect of SYHA residential and nursing contracts, increases in care packages and reduced in Continuing Health Care income in Supported Living Schemes
- Increase in demand and unachievable budget saving in Domiciliary Care and high cost placements in independent day care
- Recurrent pressures on Day Care transport including under-recovery of income from charges and new high cost placements during the year
- Reduced by underspends in independent sector residential care budgets as a result of a review of all high cost placements plus efficiency savings on a number of independent and voluntary sector contracts and reduced care packages within Community Support Services

**Mental Health Services (-£446,000)**

- Savings on Community Support budgets
- Additional funding from Health to meet Public Health outcomes in respect of alcohol and substance misuse

**Physical and Sensory Disabilities (+£383,000)**

- Recurrent budget pressure and a further increase in demand for Direct Payments plus independent Domiciliary Care
- Pressures reduced by a planned delay in developing specialist alternatives to residential and respite care provision
- Efficiency savings on contracts with providers for day care, advocacy and Community Support Services, equipment and minor adaptations, staff vacancies and non-pay budgets

**Adult Safeguarding (-£148,000)**

- Underspend mainly due to additional Public Health funding to support Domestic Violence plus higher than expected staff turnover

**Supporting People (-£112,000)**

- Efficiency savings were made due to a reduction in actual activity on a number of subsidy contracts

Members present raised a number of issues that were clarified as follows:-

- The Local Authority had received £220,000 Winter Pressures money from Rotherham CCG
- £400,000 ringfenced Public Health monies had been allocated to meet Public Health outcomes within Adult Services

Resolved:- (1) That the unaudited 2013/14 Revenue Outturn report for Adult Services be received and noted.

(2) That staff be congratulated on ensuring the 2013/14 budget had been brought in line with Corporate priorities in an efficient manner.

**(THE CHAIRMAN AUTHORISED CONSIDERATION OF THE FOLLOWING ITEM TO ENABLE THE ARRANGEMENTS TO BE MADE.)**

**H5. CHAMPIONS**

Resolved:- (1) That the 2014/15 Champions for the Adult Services Directorate be as follows:-

Learning Disability	Councillor Pitchley
Mental Health	Councillor Pitchley
Carers	Councillor Andrews

(2) That a report be submitted to the next meeting with regard to the Champion positions for Older People, Sensory Deprivation, Domestic Abuse and Safeguarding Adults.

**H6. THE FUTURE OF CARERS' SUPPORT SERVICES**

Sarah Farragher, presented a report on the future of Carers' Services which showed that Rotherham continued to have a higher rate of people with limiting long term illness than the national average of 17.6% (56,588 – 21.9% of the population). It also revealed that Rotherham's population was ageing faster than the national average with a 16% increase in the number of people aged over 65. Those aged over 85 increased at over

twice the rate, the profile of which impacted upon the numbers of people needing care now and potentially in the future.

Also 31,001 people in Rotherham said that they provided unpaid care to family members, friends or neighbours with either long term physical or mental ill health/disability or problems related to old age.

Given this information, the emerging demographic trends and the future legislative requirements through the Care Act 2014, there was a need to consider ways in which the Authority could improve the ways in which it supported carers in Rotherham. A review had been commissioned to establish the future requirements in the delivery of support to carers across the Borough. This part of the review provided an evaluation of the ways in which carers received information:-

#### Carers Support Officers

- Carers were positive about the range of information and support they received
- Workshops delivered in local communities at health centres, community centres and recently at the Hospital
- The number of carers attending the events had been greater than the day-to-day footfall to Carers Corner
- Proposal to increase the sessions across all local communities

#### Council Website

- Difficult to search for information relating to support to carers and need to update this part of the website
- Proposal to rebadge it as "Carers Corner" with interactive buttons that could be clicked to access a range of information about carers support services and/or signposting to health and 3<sup>rd</sup> sector organisations for additional information and support
- Would help build closer working arrangements with external organisations who also undertook a support role to carers in Rotherham

#### Carers Corner

- Serious decline in the number of people visiting for support during the last year
- Due to insufficient budget to manage the Service, and the need to support the service with additional staff, this had resulted in a detrimental impact on other services
- 3 options:-
  - Invest in current Service
  - Virtual Carers Corner
  - Relocate Carers Corner

Full details of each of the 3 options were set out in the report submitted upon which the following discussion took place:-

- The implications of giving notice on the existing premises in July, 2014
- Possible suitable alternative premises in the Town Centre
- The prominence of support for carers in national and local agendas
- Health and safety requirements for staff, resulting in staff being unable to work alone

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

(2) That option 3, the reconfiguration of support services delivered by the Carers Corner function, be endorsed which would maximise the ways in which the needs of hard to reach carers living in the Borough of Rotherham could be met whilst still maintaining a Town Centre location with the potential for increased footfall.

(3) That the proposals for improvements to the range of information provided to carers on the Council's website and ways in which linked with Health and 3<sup>rd</sup> sector partner agencies could be improved be endorsed.

## H7. SCRUTINY REVIEW - SUPPORT FOR CARERS

The Director of Health and Wellbeing reported on the joint review undertaken by the Health and Improving Lives Select Commissions during 2013 and reported to Cabinet on 5<sup>th</sup> February, 2014 (Minute No. C177 refers).

The Select Commissions had recognised the contributions made by carers in their review and sought to consider the following:-

- If carers generally identified themselves as carers
- The degree to which carers accessed support or considered they need support to assist them in their caring role
- Where carers go for initial support
- The key factors necessary to ensure carers received good and timely information
- Any areas for improvement in current information provision

The review had established that carers represented a vital unpaid workforce within the Borough and that they needed to be invested in. Any resources invested to support carers represented an opportunity to reduce pressure on social care and health services.

The review produced 11 recommendations:-

- That NHS England, Rotherham Clinical Commissioning Group and Rotherham Council work with GPs to ensure that the first line of support aims to increase the number of carers identified and seeking support

- In looking at recommendation 1 above, the partners consider whether professionals should work on the presumption that the close family member or friend is a carer and ask questions to determine if this is the case and therefore what information resources are required to back this up
- That Rotherham Council investigates further with the Advice in Rotherham partnership (AiR) and the Department of Work and Pensions, what specific information carers need to access benefits that are available to them. This may also help to identify more carers
- That NHS England, Rotherham Clinical Commissioning Group and Rotherham Council, work with their VCS and other partners to create the carers pathway of support; an integrated, multi-agency response to the needs of carers, using carers assessments and crucially the allocation of a “buddy” or “lead worker” to champion their individual needs. This lead worker should, where possible, come from the most appropriate agency identified for individual needs
- That Rotherham Council considers via its review of services to carers, and in light of the new requirements imposed by the Care Bill, reconfiguring its advice and information offer for Carers including; Assessment Direct, Connect 2 Support, Carers Corner and outreach services, to ensure that flexible support is offered within existing resources
- That the “triangle of care” presented by RDaSH be considered as part of this process as something that could be adapted and rolled out to all partners providing support to carers
- That Rotherham Council reviews its carers assessment tool in the light of the Care Bill to ensure it is fit for purpose. This should involve considering whether it could be less onerous. The correct title of the document “Carer’s needs form and care plan” should be used by partners to reflect that it is an enabling process rather than an “assessment”
- That Rotherham Council looks to set more stretching targets for carers assessments and regular (annual) reviews
- That steps are taken to ensure that the Joint Action Plan for Carers meets the recommendations of this review and is more accountable in terms of its delivery, seeking to influence external partners accordingly
- Whilst the review group has sought to make recommendations that can be accommodated within existing resources it also recognises that there is a strong case for further investment in this sector, in line with the prevention and early intervention agenda. It therefore

recommends that the allocation of resources to carers (including the Better Care Fund) is reviewed to demonstrate how the changes to services proposed within this review are to be achieved

- Although outside the original scope, the review group recognised the important role public, private and third sector employers, play in providing flexible employment conditions for carers and therefore recommend that the findings of this review are shared with partners as widely as possible. In addition they reaffirmed the commitment in the Carer's Charter to actively promote flexible and supportive employment policies that benefit carers

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

- The Carers' Charter and Carers' Action Plan incorporated the review's actions
- A report was to be submitted to the Chief Executives' meeting regarding the employment aspect

Resolved:- That the report be noted.

#### **H8. DEPRIVATION OF LIBERTY SAFEGUARDS (DOLS) SUPREME COURT JUDGEMENT**

Sam Newton, Service Manager, Safeguarding Adults, presented a report outlining the significant resource implications for the Local Authority in its role as Care Manager, Care Provider and Supervisory Body as a result of a legal challenge and case law.

The Deprivation of Liberty Safeguards (DoLS) were introduced to the Mental Capacity Act 2005 through the Mental Capacity Act 2007 which required a process to be implemented which ensured that people who were considered to be deprived of their liberty were safeguarded through the DoLS process. This had been subject to challenge and case law, the most recent of which was the judgement in *P v Cheshire West and Chester Council* and *P & Q v Surrey County Council* which was handed down by the Supreme Court on 19th March, 2014. The judgement clarified the meaning of 'deprivation of liberty' in the context of social and health care which had practical and legal implications for the future of the Mental Capacity Act and the application of Article 5 of the European Convention on Human Rights and Article 5 being a person's right to liberty.

In order to meet its statutory responsibility following the judgement, the Local Authority would need to invest in additional resources and workforce. The initial costing for assessment alone could be in the region of £1M with an annual recurrent cost of approximately £700,000 for reviews and new assessments. This did not include the financial implications in terms of costs for commissioners, legal services, human

resources, additional Mental Health Act assessments and implications for Section 117 funding.

An initial action plan had been developed but was likely to change as national guidance emerged. In order to meet the initial impact and demand, the DoLS Team would have to be immediately increased with a Best Interest Assessor and additional business support in order to prioritise all urgent DoLS requests (completion in 7 days). All previous DoLS applications received in the past 2 years that were not granted on the grounds that they did not meet the Council's then understanding of the threshold for deprivation of liberty would need to be reviewed.

A more detailed scoping exercise would be undertaken to understand how many individuals in Rotherham would be affected including all Adults and Children (those that are 16 years+ and in Foster Care) and those in receipt of health services. It was proposed that a working party be established to undertake this exercise and would include:-

- An approach to assessing/reviewing individuals that were impacted upon by the judgement
- Whether those who lacked the mental capacity to consent would need to be subject to a DoLS authorisation or be detained under a section of the Mental Health Act
- Proposed planned and measured approach applied in respect of standard requests (completion in 21 days) working with providers to identify, screen and prioritise assessments over a longer time frame e.g. 12 months
- Future applications not accepted without an appropriate Mental Capacity Assessment and evidence of a well worked best interest decision clearly demonstrating that all other alternatives to a deprivation of the person's liberty had been explored and ruled out
- Work with Rotherham CCG in terms of negotiating the availability of Section 12 Approved Doctors practicing within the local area
- Consideration to recruitment of additional trained Best Interests Assessors from external sources and/or investment in the development of the internal workforce to conduct reviews/assessments
- Impact of the additional demand on Legal Services

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

- Any suitably qualified doctor who had received Section 12 training could carry out the assessment
- Work was taking place around options for increasing the pool of Section 12 doctors as cost effectively as possible
- ADASS had commissioned a survey and was working with the Department of Health on the requirements
- Need to ensure that Social Workers were fully aware of the implications of these rulings especially in relation to their

understanding of the Human Rights Act and the Article 5 and the Mental Capacity Act

Resolved:- That the report be noted.

## H9. CARE ACT 2014

The Director of Health and Wellbeing presented a report on the plans in place to support the implementation of the Care Act 2014 in Rotherham.

The Care Act aimed to transform the social care system and its funding. The Department of Health was working together with the Local Government Association and the Association of Directors of Adult Social Services to develop and shape the Regulations which would come under the primary legislation and to inform the statutory Guidance on how local authorities would meet the legal obligations.

The Bill placed a duty on local authorities to carry out their care and support functions with the aim of integrating services with those provided by the NHS and other health related services including house, to be in place by 2018.

The key elements of the Act as currently laid out included:-

- Improving Advice, Information and Guidance
- Entitlement to Care and Support
- Assessment of Eligibility
- Personalisation
- Financial Assessment
- Cap on Care Costs
- Deferred Payments
- Safeguarding
- Carers
- Portability of assessment/Provision
- Provider Failure
- Transition from Child to Adult

It was anticipated that additional funding would be made available to local authorities in relation to the new duties but the level of which was not clear. Some of the issues the Council would need to address were:-

- Understanding the implications for the Council of a national eligibility framework
- Clear information about self-funders, not just in care homes but also those with eligible needs who were purchasing community-based support services who would be entitled to an assessment of need, support plan and annual review
- An understanding of the new processes that would need to be put in place for the provision of 'care accounts' including financial

assessments of self-funders, monitoring of self-funders' eligible care costs, production and provision of 'care account' statements for self-funders

- Assessment of financial implications of the cap on care costs and of an increase in the upper threshold for financial support from the Local Authority
- Awareness of those, including carers, who had unmet needs who would be eligible for social care services
- Understanding of the number of carers who would be entitled to an assessment to support planning where relevant
- Financial implications of extended carers' support services which would be non-chargeable
- Arising implications from the responsibility of ensuring there were sufficient preventative services which delayed people's need for long term care and support
- Development of processes to recover costs for meeting a person's eligible needs where funding responsibility laid with another local authority
- Resource implications of extended responsibilities in relation to transitions from Children's to Adults Services
- Implications for training assessment and care management staff with a move to proportionate assessments with an 'asset based' approach
- Implication of extended responsibilities to provide written information and advice to people with non-eligible needs on what could be done to prevent or delay the need for care and support

In order to gain an early understanding of the changes and the implications for the Local Authority, a programme of work had commenced in 2013 to consider in detail of the implications of the Bill and to scope and plan the implementation of the required changes. A Care Act Steering Board had been established with workstreams identified against key areas of work together with substantive sub-groups and enabling sub-groups. Details of each were set out in the report submitted.

It was noted that an all Members seminar was to be held before Christmas 2014.

Resolved:- That the report be noted.

**(THE CHAIRMAN AUTHORISED CONSIDERATION OF THE FOLLOWING ITEM TO ENABLE APPROPRIATE ARRANGEMENTS TO BE MADE.)**

#### **H10. ADULT SOCIAL SERVICES VISITS**

Resolved:- That, in future, the above be referred to as "Adult Social Services Informal Visits".

**H11. 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 Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act 1972 (information relating to the financial or business affairs of any particular person (including the Council)/information relating to any consultations or negotiations).

**H12. COMMISSIONING OF JOINT COMMUNITY OCCUPATIONAL THERAPY SERVICE POST MARCH, 2014**

Janine Parkin, Strategic Commissioning Manager, reported on the refreshed options remaining to the Local Authority and the Rotherham CCG for the delivery of Community Occupational Therapy Services following expiry of the existing jointly commissioned contract with the Rotherham Foundation Trust.

A full review of the Service and its performance had been conducted.

The report contained details of the 2 options available.

Resolved:- (1) That Option 1 be approved as the preferred option.

(2) That formal engagement with Rotherham CCG, agreement on governance arrangements and prioritisation of the service review be agreed by the Better Care Fund Task Group before submission to the Cabinet Member.

(3) That, further to (2) above, a further report be submitted before September, 2014, outlining the future commissioning plan, new governance routes and the proposed service model.

**CABINET MEMBER FOR SAFE AND ATTRACTIVE NEIGHBOURHOODS**  
**16th June, 2014**

Present:- Councillor McNeely (in the Chair) and Councillor Roddison.

An apology for absence was received from Councillor Godfrey.

**J1. MINUTES OF MEETING HELD ON 3RD AND 12TH MARCH AND 7TH APRIL, 2014**

Resolved:- That the minutes of the meetings of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods, held on (i) 3rd March, 2014, (ii) 12th March, 2014 and on (iii) 7th April, 2014, be approved as correct records for signature by the Chairman.

**J2. PETITION - LITTLE LONDON**

Consideration was given to a petition, containing 71 signatures, from residents of Arnside Road and the surrounding area of Maltby, requesting the Council to take appropriate action to improve the condition of this area of Maltby, known locally as 'Little London'. Members discussed the condition of properties in the area, which are part of the private rented sector.

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

(2) That the response to the petition be reported to the next meeting of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods.

**J3. FEES AND CHARGES 2014-15 - COMMUNITY PROTECTION SERVICES**

The Director of Housing and Neighbourhood Services submitted a report containing the proposed fees for Community Protection Services (Safer Neighbourhood Unit) for the 2014/2015 financial year.

The proposed charges were as follows:-

**Houses in Multiple Occupation**

A fee was payable to the Local Authority in respect of licenses for houses in multiple occupation once every five years. Government guidance suggested a minimum fee of £350. The proposed increase in this Council's fee is in line with the rate of inflation (2%) and with the fees charged by neighbouring local authorities.

**Housing Act 2004 Legal Notices**

The Council had adopted powers in the Housing Act 2004 to charge for the service of Legal Notices. The charge was variable according to the details of the case and the circumstances of those involved, therefore a

specific charge could not be levied other than identifying that the indicative level was likely to be in the region of £400.

#### Pollution Control

The Environmental Protection Act 1990 and Pollution Prevention and Control Act 1999 provided for the setting of fees and charges at levels which would recover the costs incurred by local authorities.

#### Works in Default

Works in Default are undertaken where there is particularly high risk sustained by non-compliance or where the works are needed to stop the impact on neighbours. The actual cost of the works to be re-charged will be variable on the type, extent and time taken in the arrangement and the doing of the works.

#### Consultation Fees

Fees are charged in relation to enquiries made from the public and businesses in relation to Environmental searches on land and property.

A full schedule of the proposed 2014/15 fees and charges was set out in the appendix to the submitted report.

Resolved:- That the proposed 2014/15 fees and charges for Community Protection Services, as detailed in the report now submitted, be approved.

### **J4. HOUSING COMPLAINT AND DESIGNATED PERSON PROCEDURES**

Further to Minute No. C145 of the meeting of Cabinet held on 18th December, 2013, the Director of Housing and Neighbourhood Services submitted a report concerning the changes to the Council's existing three stage housing complaints process in response to new statutory requirements (Localism Act 2011). The report stated that, in order to minimise any additional burden as a result of the new statutory requirements, a two stage Housing complaint procedure has been created. In addition, the new statutory requirements include a right to have complaints heard by a designated person, either a Member of Parliament, a Councillor or by a Tenant Complaint Panel.

The submitted report provided details of the agreements between the Council and the Designated Persons including further information regarding the creation of the Tenant Complaint Panel. The three individual documents were all appended to the report, for consideration by Members.

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

(2) That the following documents and procedures be approved and implemented in respect of the housing complaints process:-

- (a) the Protocol of Understanding between the Council and Members of Parliament or Councillors in their role as designated person;
- (b) the Acceptance Criteria to recognise a Tenant Complaint Panel and the Panel's Terms of Reference; and
- (c) the acceptance of Rotherfed as the Council's Tenant Complaint Panel.

**J5. HOMELESSNESS PREVENTION STRATEGY 2014-2018**

Further to Minute No. C255 of the meeting of the Cabinet held on 21st May, 2014, the Director of Housing and Neighbourhood Services submitted a report stating that, as part of the implementation of the Homelessness (Priority Need for Accommodation) (England) Order 2002 each local authority has to produce a homelessness strategy and is required to consider housing need within its area, including the needs of homeless households, to whom local authorities have a statutory duty to provide assistance.

The first Homelessness Strategy was produced in 2003, and was refreshed in 2008. A new Homelessness Strategy is required for the period 2014 to 18. In preparation for the new Homelessness Strategy, extensive consultation has taken place, and Improving Places Select Commission has undertaken a scrutiny review.

The proposed Homelessness Strategy and Action Plan have been developed and priorities applied, in accordance with these findings and recommendations. Both the revised Homelessness Strategy 2014 to 2018 and the Action Plan were attached as appendices to the report.

Reference was made to the scrutiny review of the Homelessness Service (Minute No. 4 of the meeting of the Improving Places Select Commission held on 19th June 2013 refers).

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

(2) That the Homelessness Strategy 2014 to 2018 and the Action Plan, as detailed in the report now submitted, be approved.

**J6. LALPAC ANNUAL SUPPORT AND MAINTENANCE 2014-15**

The Director of Housing and Neighbourhood Services submitted a report seeking authorisation for an exemption from contract standing orders to allow Idox Software Ltd to provide the annual support and maintenance for the Lalpac Licensing Software System. The report stated that this system holds all the information and records in relation to all the licensing functions carried out by the Licensing Team.

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

(2) That the contract for the annual support and maintenance of the Lalpac Licensing Software System be exempt from the provisions of standing order 47.6.2 (the requirement to invite at least two oral or written quotations for contracts with a value in excess of £5000 but less than £20,000), enabling the contract to be awarded to Idox Software Ltd., in accordance with the details contained in the report now submitted.

#### **J7. INTEGRATED HOUSING MANAGEMENT SYSTEM**

Further to Minute No. 14 of the meeting of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods held on 4th July, 2011, the Director of Housing and Neighbourhood Services submitted a report concerning the procurement, in 2011, of the Integrated Housing Management Information System. This IT system was required to replace seven existing systems, some of which were nearing obsolesce and approaching the end of the period in which the original developer would provide maintenance support. Members noted that the system had been purchased from Civica Universal Housing at the capital cost of £860,000. The submitted report sought authorisation for additional expenditure of £241,000, representing the total anticipated price to ensure full implementation.

Members were informed that the additional cost is a result of two factors: (i) a significant overrun in the implementation timescale and (ii) the need to purchase additional functionality to match or improve on existing elements of the current systems. The proposed additional sum has been the subject of negotiation between the Council and Civica Universal Housing and represents a compromise position reflective of the overrun being a combination of issues arising both from the Council and the company.

It was noted that provision is available for this additional expenditure from within the Housing Revenue Account budget for 2014/15 and there will be no adverse impact on the Council's General Fund Budget.

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

(2) That the allocation of an additional sum of £241,000 for the purchase and implementation of the Civica Universal Housing System, as detailed in the report now submitted, be approved.

#### **J8. AREA PARTNERSHIPS TEAM AND CORPORATE COMMUNITY ENGAGEMENT SERVICE**

The Director of Housing and Neighbourhood Services submitted a report containing the proposals for the recommended merger of the Area Partnership Team functions (currently within the Housing and Communities Service), with the Corporate Community Engagement Service, to create a corporate 'hub' for community engagement and involvement activity. This merger will enhance co-ordination of activity and

remove potential duplication of effort. As part of this merger, a unified job description is proposed for the Resident Engagement Officer and Community Involvement Officer posts, to reflect more accurately their core function and to ensure area-based activity is managed and delivered in one place. This will help to promote activity focussed on the deprived communities agenda, broader neighbourhood management activity and community engagement and development.

The report also recommended re-locating two posts currently within the Corporate Community Engagement Service, one to Children and Young Peoples Services and the other to the Neighbourhood Crime and Anti-Social Behaviour Team within the Housing and Communities Service. This reflects current and long standing operational arrangements in Children and Young People's Services and in respect of the latter, again creates a consolidated 'hub' for the management and coordination of Safer Rotherham Partnership, community safety, vulnerable persons and anti-social behaviour related issues.

In addition to an improved neighbourhood focus, the proposed merger will enable further development and innovation with regard to modern methods of community engagement and on-line communications; strengthen intelligence sharing with regard to the key issues impacting upon Rotherham's communities; enhance support to Elected Members.

It was noted that a report on this issue would also be submitted to a meeting of the Cabinet Member and Advisers for Communities and Cohesion.

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

(2) That the proposed staffing structure changes, as detailed in the report now submitted, be supported and a further report on progress be submitted to a meeting of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods during September 2014.

**J9. REPRESENTATION OF THE COUNCIL ON OUTSIDE BODIES 2014-15**

Resolved:- That consideration of this matter be deferred until the next meeting.

**J10. NEIGHBOURHOODS GENERAL FUND REVENUE OUTTURN 2013-14**

Consideration was given to a report, presented by the Finance Manager, which provided details of the Revenue Outturn position for Neighbourhoods Services, accounted for in the General Fund for the 2013/2014 financial year.

The report stated that the revised cash limited budget, after budget virements, was £2.461 millions and the net Revenue Outturn for Neighbourhoods General Fund services for 2013/14 was £2.050 millions.

This resulted in an overall underspend of £411,000, a variation of 16.7% and an increase of £90,000 compared with the forecast underspend of £321,000 previously reported in February 2014. The main reasons for the increase were due to additional Housing Revenue Account contributions, delays to planned Dispersed Units works (included in the request for carry forward), an increase in Adaptations works generating additional income and late additional income received for the Licensing Service.

This underspend had been achieved as a result of a range of issues including a stringent moratorium on non-essential spending, careful vacancy management and a number of one-off additional income receipts. However, this approach has been necessary as part of a range of measures designed to ensure that the Council is able to achieve a balanced budget.

Members noted that there were three requests to carry forward unspent balances, to be included in the Council's consolidated outturn forthcoming report to Cabinet, as follows:-

- Members' Community Leadership Fund : £19,232
- Dispersed Units Trading Account : £77,218
- Bereavement Services Partnership : £10,000

The report set out in detail the summary outturn position for the Service and further information and clarification was provided.

Resolved:- (1) That the report be received and the unaudited 2013/14 revenue outturn for Neighbourhoods Services be noted.

(2) That the three requests for the carry forward of unspent balances, as detailed in the report now submitted, be supported.

## **J11. HOUSING INVESTMENT PROGRAMME 2013-14 OUTTURN REPORT**

Consideration was given to a report, presented by the Business and Commercial Programme Manager, providing details of the year end outturn position for the Housing Investment Programme 2013/2014, as at 31st March 2014.

The report stated that, at the end of Period 12 (March 2014), the total spend on the Housing Investment Programme was £29,058,584, compared to a budget provision of £31,687,516, which represented an under-spend of £2,628,933 against planned expenditure. Also included within the report, were details of savings and slippage on the individual schemes of work within the overall programme.

Members were informed that there were several schemes for which there had been slippage of the allocated funding, therefore requiring that funding (amounting to a total of £730,800) to be transferred from the 2013/14 financial year to the 2014/15 financial year.

Members discussed a number of salient issues, especially the expenditure on empty homes and the work to return void properties to a standard appropriate for letting to tenants.

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

(2) That the year end out-turn position for the Housing Investment Programme 2013/2014, as at 31st March 2014, as detailed in the report now submitted, be approved.

(3) That the slippage of £730,800 allocated resources from 2013/14 to 2014/15, as detailed in the report now submitted, be approved.

## **J12. HOUSING REVENUE ACCOUNT OUTTURN 2013-14**

Consideration was given to a report, presented by the Finance Manager, which contained the unaudited outturn position of the Housing Revenue Account for the financial year 2013/14. The report:-

- (i) showed that the outturn position was an overall surplus (transfer to Working Balance) of £1.570 millions, a variation of £4.168 millions from the budget; in large part, this was the result of tight financial management achieving a series of savings whilst maximising collectable income;
- (ii) summarised the key income and expenditure variances from the approved budget; and
- (iii) included, as an appendix, the year end Housing Revenue Account Operating Statement for the 2013/14 financial year.

Members noted that, during 2013/14, it had been possible to deliver the service at a cost lower than that budgeted for and this position, together with the fact that actual income generated was higher than budget, had resulted in a substantial saving on the net cost of service. The Operating Statement showed that when £71,000 of interest on balances received in 2013/14 is added to the Cost of Service, there is a Net Operating Expenditure of £9.541 millions. The cumulative total in Working Balance is £16.698 millions, an increase of £4.168 millions when compared to budget.

Resolved:- That the report be received and the unaudited Housing Revenue Account outturn for 2013/14 be noted.

(The Chairman authorised consideration of the following item at this meeting, as a matter of urgency, to enable the proposal to be implemented without delay)

**J13. PROVISION OF A SHOWER OVER THE BATH IN EMPTY RMBC BUNGALOWS.**

Consideration was given to a report, presented by the Director of Housing and Neighbourhood Services concerning a proposal to fit showers over the bath in Council-owned properties with ground floor accommodation. The report stated that:-

- : the demand for Council properties with ground floor accommodation, with showering facilities, exceeds the supply for people with physical needs;
- : tenants expect to be able to exercise more choice, flexibility and control over where they live;
- : the Council has a duty to supply adapted accommodation to meet the needs of people who have a disability.

Members agreed that these alterations ought to be undertaken whenever properties became empty. Discussion took place on the estimated cost of the proposed alterations. The detailed specification for the installation of a shower over a bath was appended to the submitted report.

Members expressed a preference for Option 1, detailed within the report, that when a bungalow with conventional bathing becomes empty, a shower shall be installed over the bath prior to the future letting of the property.

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

(2) That the installation of showers over the bath, in Council-owned properties with ground floor accommodation, as detailed in Option 1 within the report now submitted, be approved.

**J14. EXCLUSION OF THE PRESS AND PUBLIC**

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

**J15. INTRODUCTORY TENANCY REVIEW PANEL**

It was noted that an Introductory Tenancy Review Panel had been held on 25<sup>th</sup> April, 2014, comprising Councillors Sims (in the Chair), Sharman and Tweed to review a decision to terminate an Introductory Tenancy.

The decision made by the Anti-Social Behaviour Officer to serve a Notice of Proceedings of Possession on 25th March, 2014, had been confirmed by the Panel.

Resolved:- That the Panel's decision be noted.

(Exempt under Paragraph 2 of the Act - information likely to reveal the identity of an individual)

#### **J16. DISTRICT HEATING INVESTMENT PLAN**

Consideration was given to a report, presented by the Director of Housing and Neighbourhood Services, stating that this Council operates 37 District Heating Schemes throughout the Borough, serving 1,311 dwellings. In response to a Scrutiny Review improvement plan, for the management and delivery of district heating, a full condition survey has recently been undertaken to the infrastructure, plant and dwelling-side heating supply for each scheme. The Scrutiny Review report had previously been considered by the Cabinet (Minute No. C105 of the Cabinet meeting held on 5th December, 2012, refers).

The submitted report contained the investment requirements and funding needed to implement an improvement plan over the next eight years. This robust approach to assessing the condition of each of the 37 district heating schemes had resulted in the following recommendations:-

- : 10 schemes should be retained and benefit from further investment;
- : 6 schemes should be retained, but reduced in size to achieve efficiencies;
- : 20 schemes (all within the Fitzwilliam estate at Swinton) should be replaced with an alternative solution;
- : the scheme at Beeversleigh should be replaced with an alternative district heating;
- : the investment in new fuel stores for three Bio Mass systems, subject to Renewable Heat Incentive grant funding being obtained.

Members were informed that a budget of £2 millions has been allocated during the 2014/2015 financial year, for investment in District Heating. One of the first improvements will be made at the Fitzwilliam Estate, Swinton. A further proposal is to improve the efficiency of schemes by reducing their overall size and to begin a programme of replacing dwelling-side distribution pipes and radiators as they are all beyond their useful life.

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

(2) That the principles of the District Heating investment plan, to take place over the next eight years, as detailed in the report now submitted, be supported.

(3) That the proposed investment in the Fitzwilliam Estate Swinton and efficiency improvements to identified schemes in 2014/15, as detailed in the report now submitted, be supported.

(4) That a further report identifying the green energy solution for new District Heating at Beeversleigh be submitted to a future meeting of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods.

(Exempt under Paragraph 3 of the Act - information relating to the financial/business affairs of any person (including the Council)

**J17. DATE OF NEXT MEETING**

Resolved:- That the next meeting of the Cabinet Member and Advisers for Safe and Attractive Neighbourhoods be held at the Town Hall, Rotherham on Monday, 14th July, 2014, commencing at 10.00 a.m.

**AUDIT COMMITTEE**  
**23rd April, 2014**

Present:- Councillor Kaye (in the Chair); Councillors Sangster (from Minute No. P32 onwards), Gilding, Sharman and Sims.

Also present:- Rashpal Khanguar and Trevor Rees (KPMG)

**P27. MINUTES OF THE PREVIOUS MEETING HELD ON 5TH FEBRUARY, 2014**

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 5<sup>th</sup> February, 2014.

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

**P28. AUDIT AND INSPECTION RECOMMENDATIONS UPDATE REPORT**

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

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

- Since the last report there have been 3 new inspections 2 of which had been confirmed as fully compliant and 1 expected to remain fully compliant.
- There had also been a re-inspection of the Enabling Service in March, 2014, by the Care Quality Commission to review compliance against the findings and recommendations made following the June 2013 inspection. The Service had been confirmed as fully compliant.
- There were currently 3 action plans relating to Inspection and Audit recommendations which were still “active” in the Authority (i.e. contained outstanding recommendations which were still relevant).
- Across these action plans 39 recommendations have been completed and three remained outstanding.

The Audit Committee also noted that progress against recommendations was good with clear actions identified and routes to monitor in progress in place.

A small number of timescales for individual improvement actions had slipped, however, all plans were on track to be completed and were reviewed regularly by Directorates.

It was essential that in this time of uncertainty and in the absence of any national performance regime (other than Children and Adult Services), that the Authority continued to be able to demonstrate continuous improvement and self-regulation through the implementation of any previously recommended actions.

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

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

## **P29. CORPORATE RISK REGISTER**

Consideration was given to a report presented by Colin Earl, Director of Audit and Asset Management, 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, the impact of the Welfare Reforms, delivering effective Children's Services and economic growth. The report summarised the management actions that were being taken to mitigate these and other risks in the register and listed the risks in descending inherent risk order to emphasise the most significant.

Risks associated with Digital Region had been lowered to reflect the decision by South Yorkshire Councils to close the network and the expectation that funding for closure was in place.

A new risk relating to pandemics and communicable diseases had been added to the Register at the request of Public Health in recognition of the changing face of the Authority and its responsibilities.

Two risks had been removed from the Register:-

- Making the best use of properties and expanding worksmart – the aims had been sufficiently progressed to warrant its removal from the Register but would continue to be reviewed as part of the EDS top priorities/Risk Register
- Financial impact of Mesothelioma claims to be paid through Municipal Mutual Insurance – the impact was now more clearly known and had been fully provided for

It was noted that KPMG were carrying out an analysis of Risk Registers across the region and would provide a report on the comparison exercise in due course.

Stuart Booth, Director of Finance, gave an update on the tendering process following the decision by Co-operative Bank to withdraw from banking services to local authorities. It was planned to go out to tender at the end of the month with a view to operating with a new provider before the end of 2014.

Resolved:- (1) That the contents of 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 should be added to the risk register be identified.

### **P30. INTERNAL AUDIT PLAN 2014/15**

Consideration was given to the report presented by Mark Bicknell, Chief Auditor, which outlined the Council's Internal Audit Plan for 2014/15.

In line with the new UK Public Sector Internal Audit Standards, the Plan had been drafted following a risk-based approach, and was derived from a range of sources, including: -

- The Council's risk registers;
- Revenue and capital budgets;
- Cumulative audit knowledge and experience;
- Review of key plans, reports and press coverage;
- Priorities identified by the Council's Strategic Directors and Service Directors;
- Knowledge of existing management and control environments, including information system changes;
- Professional judgement on the risk of fraud or error.

The Plan covered 5 types of work: -

- Mandatory work;
- Must-do work;
- Follow-up work allowance (where areas of significant weaknesses had been identified in the previous audit);
- Emerging risks/responsive work allocation (in response to requests from managers for advice and investigation work);
- Risk related work.

An overview was provided that demonstrated the planned days that Internal Audit intended to spend on each category during 2014/15. A comparison with 2013/14 was also shared.

It was noted that there was an overall planned reduction in Internal Audit Activity which had been necessary in order to achieve savings in line with Council-wide budget reductions. There had also been a member of staff leave at the end of 2013 and another to shortly commence maternity leave. The position would be mitigated by carrying out a careful approach to risk-based planning and robust performance management of resources.

The submitted report outlined the activities that would take place during the planned days in 2014/15, along with risks and uncertainties.

Resolved: - That the Internal Audit Plan for 2014/15 be approved.

### **P31. AUDIT COMMITTEE ANNUAL REPORT 2013/14**

Consideration was given to the report presented by Colin Earl, Director of Internal Audit and Asset Management, regarding the Audit Committee's draft annual report. The report demonstrated that the Committee had successfully fulfilled its terms of reference and helped to improve the Council's governance and overall control environment.

It was a CIPFA requirement within the IPF document 'A Toolkit for Local Authority Audit Committees', and within the Audit Committee's own Terms of Reference, that an annual report be produced.

The draft annual report for 2013/14 was attached at appendix A. Specifically, the report noted: -

- The activities and outcomes of the Audit Committee, including: -
  - Internal Audit;
  - External Audit;
  - Risk Management,
  - Internal Control and Governance;
  - Statement of Accounts; and,
  - Specific issues.
- The co-operation with partner organisation's audit committees, including Health, Police, Fire and Probation Services;
- Comparison against best practice illustrated the Audit Committee's strengths. Best practice factors included: independence, number of Members, number of meetings, co-option, terms of reference, and, skills and training. On each category, the Audit Committee was performing at or above the expected level.

The Audit Committee's annual report for 2013/14 demonstrated that it was an effective organisation that successfully fulfilled its terms of reference and helped to improve the Council's governance arrangements and overall control environment.

Resolved:- (1) That the Annual Report for 2013/14, as now submitted, be approved.

(2) That the Chair present the report to the next appropriate meetings of the Cabinet and Council.

### **P32. INTERNAL AUDIT ANNUAL REPORT 2013/14**

Consideration was given to a report presented by Marc Bicknell, Chief Auditor, which provided information on the role of Internal Audit, the work undertaken by the Service during the 2013/14 financial year and the Chief Auditor's overall opinion on the Council's control environment. Based upon the work undertaken, the report's contents confirmed that the Council's control environment for 2013/14 was adequate and operated satisfactorily during the year.

The report also referred to the formal review of the effectiveness of Internal Audit, required to be completed in accordance with the Accounts and Audit Regulations 2011. Members noted that Internal Audit had maintained high standards and met its performance targets during the year.

KPMG had reviewed Internal Audit's work to determine whether it could take account of the audit of the Council's fundamental financial systems to support its audit of the Council's statutory Statement of Account. They were satisfied that they could rely on Internal Audit as a function and the work of Internal Audit where required for the audit of the financial statements.

The Director of Audit and Asset Management was also required to report on Internal Audit's compliance with the Public Sector Internal Audit Standards (PSIAS). He had concluded that Internal Audit was compliant with the standards with the exception of the following items:-

- The Standards required the Audit Committee to approve decisions relating to the appointment and removal of the Head of Internal Audit (Director of Audit and Asset Management in Rotherham). This did not currently reflect Local Government practice and, therefore, was not regarded to be a material non-compliance issue and no change proposed
- The Standards required the Chief Executive and Audit Committee Chair to be involved in the PDR or appraisal of the Head of Internal Audit. Current arrangements did not reflect this requirement and would be amended accordingly

An external assessment had not yet been undertaken as this was the first year that the Standards had been in force and was only required within a 5 year period.

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

(2) That the Internal Audit Annual Report for 2013/14, including confirmation that the Council's control environment was adequate and operated satisfactorily during the year be noted.

(3) That the effectiveness of internal audit in place for 2013/14 be confirmed.

(4) That future reports include the amounts of funding clawed back by Internal Audit.

**P33. KPMG EXTERNAL AUDIT PLAN 2013/14**

Consideration was given to a report presented by Stuart Booth, Director of Finance, and Rashpal Khangura and Trevor Rees, KPMG, describing the KPMG External Audit Plan (included as an appendix to the submitted report) which set out the proposed external audit work to be undertaken to form an opinion on the Council's financial statements and to conclude on whether the Council has arrangements in place to secure value for money in the use of its resources.

It was noted that the indicative fee for 2014/15 was the same as in 2013/14 i.e. £186,300. Fees in 2015/16 and beyond would depend upon the outcome of a retendering exercise the Audit Commission had recently completed. The retendered contracts were for the 2 years 2015/16 and 2016/17, extendable by a further 3 years to 2020. The Audit Commission estimated that this could produce further savings in the region of 25%. Details on audit appointments would be announced towards the end of the year following a period of consultation.

Trevor Rees reported KPMG had been successful in its bid for 1 of the North of England contracts. Discussions were to commence with the Audit Commission regarding the budget and which region they would cover. It was known that the Audit Commission was looking to refresh relationships where auditors had been in situ for a period of time but the Local Authority would be consulted by the Commission in June/July. There had been quite a reduction in fees as a result of the retendering exercise and they would be fixed for at least 2 years.

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

(2) That KPMG's External Audit Plan 2013/14, as now submitted, be approved insofar as the Audit Committee is concerned and the proposed areas for audit, now identified, be noted.

**P34. CLOSURE OF ACCOUNTS 2013/14**

Stuart Booth, Director of Financial Services, reported on the changes to accounting standards and disclosure requirements that had taken place during 2013/14 together with their effect on the Council's accounting policies and the project management arrangements that would be employed to secure the timely closure and production of the 2013/14 Financial Statements that were fully compliance with the Code of Practice on Local Authority Accounting (the Code).

Local Authority accounting operated in a dynamic environment which was subject to ongoing changes to accounting standards and legislative requirements which impacted on local government financial reporting. It was important that the Council continued to response to the changes promptly and effectively to ensure that the financial information used by management and stakeholders represented the Council's true financial position.

The key changes in 2013/14 and action taken to address them were set out in Appendix 1 of the report submitted.

Prior to 2010/11 the Accounts and Audit Regulations had required that the unaudited Financial Statements be approved by Members by 30<sup>th</sup> June and the audited Financial Statements by 30<sup>th</sup> September. The Accounts and Audit Regulations 2011 removed the requirement for members to formally approve the unaudited Financial Statements. The Audit Committee had agreed that, in order to maintain strong governance over financial reporting, it would receive the unaudited Financial Statements for information after they had been authorised and release for publication. Accordingly, the unaudited Financial Statement must be authorised for publication by the Director of Financial Services by 30<sup>th</sup> June, 2014, presented to the July Audit Committee and the audited 2013/14 Financial Statements submitted to the September meeting for formal approval.

Resolved:- (1) That the changes to the Council's accounting policies be noted.

(2) That the requirement for the Audit Committee to formally approve the audited 2013/14 Financial Statements at the September meeting be noted.

(3) That the unaudited Financial Statements be submitted to the July meeting.

**LICENSING BOARD**  
**16th April, 2014**

Present:- Councillor Wootton (in the Chair); Councillors Andrews, Barron, Beck, Buckley, Dalton, Dodson, Falvey, Goult, J. Hamilton, N. Hamilton, Havenhand, McNeely, Read, P. A. Russell and Swift.

Apologies for absence were received from The Mayor (Councillor Foden) and from Councillors Doyle, Robinson and Sangster.

**Q67. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**Q68. MINUTES OF THE PREVIOUS MEETING HELD ON 12TH MARCH, 2014**

The minutes of the previous meeting of the Licensing Board held on Wednesday 12th March, 2014, were considered.

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

**Q69. 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).

**Q70. DETERMINATION OF LICENSING ISSUES - 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 "RJ10 JSX Silver Volkswagen T-Sporter" 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.

Resolved:- That consideration of this application be deferred until the next scheduled meeting of the Licensing Board, to be held on 14<sup>th</sup> May, 2014 and the applicant be invited to attend that meeting.

**Q71. DETERMINATION OF LICENSING ISSUES - HOUSE TO HOUSE COLLECTIONS**

Consideration was given to a report, presented by the Licensing Manager, concerning the following five applications for the grant of promoters' permits to carry out house-to-house collections:-

Organisation	Area	Date
Coping with Cancer North east CBX	Whole of the Rotherham Borough	10th March, 2014 to 31st December, 2014
Childhood Cancer Parents Alliance (CCPA)	Whole of the Rotherham Borough	23rd March, 2014 to 31st December, 2014
Forces Support	Whole of the Rotherham Borough	2nd March, 2014 to 30th December, 2014
Children's Hearts	Whole of the Rotherham Borough	21st April, 2014 to 20th April, 2015
Woodsetts Village Hall	Woodsetts village and parish area	Spring and Summer of 2014

Resolved:- (1) That the application be approved and a promoter's permit be granted in respect of the Woodsetts Village Hall.

(2) That the remaining four 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.

**Q72. 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. W.A., S.A., N.S.M., S.U.S. and M.O.T.

Messrs. W.A., S.A., N.S.M. and S.U.S. all attended the meeting and were interviewed by the Board.

Resolved:- (1) That the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. N.S.M. be approved and he be granted a licence for three years.

(2) That the hackney carriage/private hire driver's licence in respect of Mr. W.A. be suspended for three months.

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

(4) That, further to Minute No. Q39(3) of the meeting of the Licensing Board held on 12th December, 2012, the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. S.U.S. be refused.

(5) That, further to Minute No. Q66(2) of the meeting of the Licensing Board held on 12th March, 2014, the suspension of the hackney carriage/private hire driver's licence in respect of Mr. M.O.T. shall remain in place, pending the outcome of the further investigations and Court proceedings, as now reported.

**Q73. DATE AND TIME OF NEXT MEETING**

Resolved:- That an additional meeting of the Licensing Board take place at the Town Hall, Rotherham, on Thursday, 17<sup>th</sup> April, 2014, commencing at 2.00 p.m.

**LICENSING BOARD**  
**17th April, 2014**

Present:- Councillor Wootton (in the Chair); Councillors Andrews, Barron, Buckley, Dodson, Doyle, Falvey, Goult, J. Hamilton, N. Hamilton and Swift.

Apologies for absence were received from The Mayor (Councillor John Foden) and Councillors Beck, Dalton, Havenhand, Read and P. A. Russell.

**Q74. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made at this meeting.

**Q75. 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).

**Q76. APPLICATIONS FOR THE GRANT OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES.**

The Licensing Board considered a report presented by the Licensing Manager relating to applications for the grant of hackney carriage/private hire drivers' licences in respect of Messrs. A.A., S.L.P. and A.I.A.E.

Messrs. A.A., S.L.P. and A.I.A.E., along with his legal representative, all attended the meeting and were interviewed by the Board.

Resolved:- (1) That Mr. A.A.'s application for a hackney carriage/private hire driver's licence as submitted be refused.

(2) That Messrs. S.L.P. and A.I.A.E.s' applications for hackney carriage/private hire driver's licences as submitted be approved for a period of three-years, subject to them passing the DSA test and medical examination.

**Q77. APPLICATION FOR THE REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S LICENCE.**

The Licensing Board considered a report presented by the Licensing Manager relating to an application for the review of the hackney carriage/private hire driver's licence in respect of Mr. M. A.

Mr. M. A., along with his representative, attended the meeting and was interviewed by the Board.

Resolved: - That a final written warning be applied to the hackney carriage/private hire driver's licence in respect of Mr. M. A. The final written warning would apply for a period of twelve-months and warn Mr. M. A. in respect to his future behaviour.

**Q78. APPLICATION FOR THE RENEWAL OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S LICENCE.**

The Licensing Board considered a report presented by the Licensing Manager relating to an application for the renewal of the hackney carriage/private hire driver's licence in respect of Mr. M. I.

Mr. M. I. attended the meeting and was interviewed by the Board.

Resolved: - That the hackney carriage/private hire driver's licence in respect of Mr. M. I. as submitted be renewed.

**Q79. DATE AND TIME OF NEXT MEETING.**

Resolved: - That the next meeting of the Licensing Board take place on Wednesday 14<sup>th</sup> May, 2014, to start at 9.30 a.m. in the Rotherham Town Hall.

**LICENSING BOARD**  
**14th May, 2014**

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

Apologies for absence were received from Councillors Robinson and P. A. Russell.

**Q80. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**Q81. MINUTES OF THE PREVIOUS MEETINGS HELD ON 16TH AND 17TH APRIL 2014**

The minutes of the two previous meetings of the Licensing Board held on Wednesday 16th April, 2014 and on Thursday, 17th April, 2014, were considered.

Resolved:- That the minutes of the two previous meetings, as now submitted, be approved as correct records for signature by the Chairman.

**Q82. 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).

**Q83. DETERMINATION OF LICENSING ISSUES: PROPRIETOR'S REQUEST FOR INDIVIDUAL EXEMPTION TO LICENSED VEHICLE CONDITIONS - DISPLAY OF PLATE/LICENCE SIGNAGE**

Further to Minute No. 70 of the meeting of the Licensing Board held on 16th April, 2014, consideration was given to a report presented by the Licensing Manager concerning a request from the owner/proprietor of private hire vehicle "RJ10 JSX Silver Volkswagen T-Sporter" 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 applicant, Mr. D.S., attended the meeting and was interviewed by the Board. He explained the reasons for his request.

The Licensing Board carefully considered the request as submitted.

Resolved:- (1) That permission be granted to the proprietor's request for Individual Exemption to Licensed Vehicle Conditions, as now submitted, except that the vehicle plate shall always be displayed on the vehicle when non-corporate and non-executive clients and customers are being transported and journeys are being made for those purposes.

(2) That the report concerning a proposed policy for determining similar requests from proprietors be submitted to an early meeting of the Licensing Board (Minute No. 57(2) of the meeting of the Licensing Board held on 12th February, 2014, refers).

**Q84. DETERMINATION OF LICENSING ISSUES - HOUSE TO HOUSE COLLECTIONS**

Consideration was given to a report, presented by the Licensing Manager, concerning the following application for the grant of a promoter's permit to carry out house-to-house collections:-

Organisation	Area	Date
Rotherham Breast Cancer Support Group	Whole of the Rotherham Borough	1st June, 2014 to 31st December, 2014 (on five days per month)

Resolved:- That the application be approved and a promoter's permit be granted in respect of this organisation.

**Q85. 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. K.K., R.A., W.K. and M.M.

Messrs. R.A., W.K. and M.M. all attended the meeting and were interviewed by the Board.

The Licensing Board also discussed the following issues and asked that these matters be the subject of reports for consideration at a future meeting of the Board and by September 2014 at the latest:-

- the use of new tyres, instead of part-worn tyres, on hackney carriages and private hire vehicles and whether an appropriate vehicle licence condition ought to be introduced;

- the possibility and legal position of the operator/employer being held responsible and sanctioned for the condition of the licensed vehicles used by the drivers whom they employ.

Resolved:- (1) That the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. W.K. be approved and he be granted a licence for three years.

(2) That the application for the renewal of a hackney carriage/private hire driver's licence in respect of Mr. M.M. be refused.

(3) That Mr. R.A. be issued with a formal written warning as to his future conduct.

(4) That, further to Minute No. Q57(2) of the meeting of the Licensing Board held on 21st March, 2012, the hackney carriage/private hire driver's licence in respect of Mr. K.K. be revoked.

**LICENSING BOARD**  
**11th June, 2014**

Present:- Councillor Dalton (in the Chair); Councillors Andrews, Beck, Buckley, Cutts, Foden, Havenhand, Parker, Reeder, Reynolds, Roddison, Sangster, Sharman, Sims and Swift.

Apologies for absence were received from The Mayor (Councillor Dodson) and from Councillors Doyle, Ellis, J. Hamilton, N. Hamilton and McNeely.

**P1. CHAIR AND VICE-CHAIR OF THE LICENSING BOARD**

Members placed on record their appreciation of the services to the Licensing Board of the former Chair, Councillor Wootton and the former Vice-Chair, former Councillor Barron.

**P2. LICENSING BOARD - FUTURE ARRANGEMENTS**

Further to Minute No. 15 of the Annual Council Meeting held on 6th June, 2014, Members discussed the future arrangements and organisation of the Licensing Board, including the use of sub-committees of five Members to consider matters relating to applications for hackney carriage and private hire licences. The full Board membership will continue to meet on a quarterly basis, beginning in September 2014, particularly for consideration of licensing policy and related matters. The first meeting of the sub-committee will be held on Wednesday 9th July 2014.

Resolved:- That the revised arrangements be noted.

**P3. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**P4. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH MAY 2014**

The minutes of the previous meeting of the Licensing Board held on Wednesday 14th May, 2014, were considered.

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

**P5. 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).

**P6. 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. P.J.A., W.H., M.M.H., M.B.A.M., A.K. and K.J. (the latter concerning the suspension of a driver's licence).

Messrs. P.J.A., W.H., A.K. and K.J. all attended the meeting and were interviewed by the Board.

Members noted that the application in respect of M.M.H. had been deferred until a future meeting and the application in respect of M.B.A.M. had been withdrawn.

The Licensing Board discussed the matter of notices relating to road traffic incidents, which are issued by the Police to vehicle drivers, but which do not usually result in convictions. Such notices are not available to the Licensing Board when considering licence applications. It was therefore agreed that the availability of such information, which may assist Members in their decision-making, be discussed at a future meeting of the full Licensing Board.

Resolved:- (1) That the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. P.J.A. be approved and he be granted a licence for three years.

(2) That the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. W.H. be approved and he be granted a licence for twelve months.

(3) That the revocation of the hackney carriage/private hire driver's licence in respect of Mr. A.K., as determined at Minute No. Q48(2) of the meeting of the Licensing Board held on 11th December, 2013, be affirmed.

(4) That the suspension of the hackney carriage/private hire driver's licence in respect of Mr. K.J. shall remain in place, pending the outcome of the further investigations by the South Yorkshire Police, as now reported.

**HEALTH AND WELLBEING BOARD**  
**23rd April, 2014**

**Present:-**

Councillor Ken Wyatt	Cabinet Member, Health and Wellbeing <b>(in the Chair)</b>
Tom Cray	Strategic Director, Neighbourhoods and Adult Services
Councillor John Doyle	Cabinet Member, Adult Social Care
Chris Edwards	Chief Officer, Rotherham CCG
Melanie Hall	Healthwatch Rotherham (representing Naveen Judah)
Julie Kitlowski	Clinical Chair, Rotherham CCG
Councillor Paul Lakin	Cabinet Member, Children, Young People and Families
Jenny Lax	South Yorkshire Police (representing Jason Harwin)
Clair Pyper	Interim Director, Safeguarding (representing Joyce Thacker)
Dr. John Radford	Director of Public Health

**Also in Attendance:-**

Louise Barnett	Chief Executive, Rotherham Foundation Trust
Kate Green	Policy Officer, RMBC
Ian Jerrams	RDASH (representing Chris Bain)
Paul Stinson	Commissioning, RMBC (representing Chrissy Wright)
Janet Wheatley	Voluntary Action Rotherham

Apologies for absence were received from Chris Bain, Karl Battersby, Jason Harwin, Tracy Holmes, Brian Hughes, Naveen Judah, Martin Kimber, Gordon Laidlaw, Joyce Thacker and Chrissy Wright.

**S93. QUESTIONS FROM THE PRESS AND PUBLIC**

No members of the press and public were present at the meeting.

**S94. MINUTES OF PREVIOUS MEETING**

Resolved:- That the minutes of the meeting held on 26<sup>th</sup> March, 2014, be approved as a correct record.

Arising from Minute No. S95(d) (Motor Neurone Disease Charter), it was noted that the CCG had not agreed with the signing of the Charter due to it being prescriptive with regard to the drug stated within the document.

The CCG followed NICE Guidance and as such prescribed medication best suited to the patient which may not be the same as the Charter.

It was agreed that the CCG would discuss with its members signing of the Charter with the caveat "subject to NICE Guidance on prescribing".

**S95. COMMUNICATIONS****(a) Public Health Commissioning Plan**

John Radford, Director of Public Health, submitted for information the local framework for the use of the Public Health Grant to support the Council's statutory functions of Health Improvement, Health Protection and Healthcare Public Health advice to the Rotherham Clinical Commissioning Group.

**(b) National Child Measurement Data**

John Radford, Director of Public Health, submitted for information the above update. Obesity was 1 of the largest Public Health issues for the future. The appendices illustrated the difference across Rotherham in terms of the prevalence of obesity and needed to be addressed as an urgent priority. It had been agreed as a priority in terms of the Outcomes Framework in ascertaining what services were commissioned, policies and procedures, what was happening in schools, GP practices, hospital etc. across the Local Authority.

Discussion ensued with the following issues raised:-

- Clarification of what work was taking place with schools and local supermarkets
- Work of the Healthy Schools Initiative
- Work with children to gain their views
- Statutory Local Authority function to weigh and measure children in School at Reception and Y6 – the introduction of school meals next year would show if a difference had been made

Resolved:- That the Obesity Strategy Group be requested to convene a task groups to consider the issues.

**(c) Healthwatch Rotherham**

Melanie Hall, Healthwatch Rotherham Manager, reported that the Healthwatch premises had suffered a flood and would be out of action for a number of weeks. Alternative premises were being sought urgently.

The annual report would be available in June, 2014.

**S96. ADMIRAL NURSES**

The Chairman welcomed Len Wilson (Rotherham Rotary Club), Jenny and Tony Drew (Stag Medical Centre Patient Participation Group), Hilda Mayo and Wendy Wagner (Dementia UK) who gave the following powerpoint presentation:-

**Why we need Admiral Nurses in Rotherham**

- Admiral Nurses were Registered Mental Health Nurses who worked with family carers and people with dementia, in the community and other settings

- Working collaboratively with other professionals, they sought to improve the quality of life for people with dementia and their carers
- They used a range of interventions that helped people live positively with the condition and develop skills to improve communication and maintain relationships
- They could reduce admissions to hospital and residential care, reduce the costs of delays in transfers of care, reduce carers' need to access GP care as a result of their caring role as well as reducing the overall spending on care
- CCGs had a duty to engage the local population (including carers) and professionals in shaping local health services and to commission services for people in local areas
- Improving the diagnosis, treatment and care of people with dementia in England and support for their carers was a key part of the NHS Mandate and one of the Secretary of State's key priorities
- One of the key improvement areas under Domain 2 of the Clinical Commissioning Group Outcomes Indicator Set (CCGOIS) 2013/2014 was Enhancing quality of life for people with dementia (NHS England 2013)

#### The Problem

- Funding had to be sustainable after a Project
- Making a case that had credibility
- Ensure academic support to carry out a service evaluation
- The service needed to be in Primary Care

#### The Size of the Problem

- There were currently over 820,000 people living in the UK with dementia
- Two thirds of people with dementia lived at home and most were supported by unpaid carers.
- Carers for people with dementia saved the UK over £8B
- The economic cost of Dementia care was more than cancer, heart disease or stroke

#### It is a Lottery

- Only 117 Admiral Nurses in the UK for 820,000 people diagnosed with dementia
- Families in need had a 1:7000 chance of accessing this critical service

#### How many Admiral Nurses do we need?

- As a guide, Dementia UK would recommend one Admiral Nurse to each 10,000 of the population aged over 65
- The Rotherham population aged over 65 was approximately 45,600
- The projected population aged 65 and over to 2015 was 47,800

But we must not forget

- People in Rotherham aged 30-64 predicted to have early onset dementia, projected to 2015 was 69

Carers' Needs

- Critical points when carers' need for information, advice and help were particularly acute....these were also points at which they were likely to encounter professionals and service providers
- Failure to recognise carers' needs at these points risked the breakdown of care-giving and the carer's health and other costs for carers and wider society

Need to Shift

- We also need to shift the perceptions of dementia from being 'just mental health' to that of a 'life limiting neurological condition'

Need to Adopt

- A palliative care approach from diagnosis to end of life care and afterwards - Nice Dementia Guidance 2006

There is a Saving

- Admiral Nurse Services were associated with lower distress scores over an 8 month period - Woods et al (2003)
- The person with dementia remained at home for longer, admissions to acute hospital and long term care were reduced, reduced demand on CMHTs, improved care co-ordination and that there was also added 'brand value'

Less Stress for Carers and Professionals

- "Identified a 31% reduction in stress for carers since we introduced the service in 2010" - Knowsley Admiral Nurse Service (2013)
- "...eased the load on other Professionals" - East Flintshire Admiral Nurse Evaluation (2009)

Academic Credibility

- Enlisted Professor Kate Gerrish from the Collaboration for Leadership in Applied Health Research and Care [CLAHRC] to agree to do a small scale service evaluation when we get an Admiral Nurse (s) in post
- Would progress with a costing for the research when a Service was up and running
- In any event our enquiry had spurred Sheffield Mental Health Services to look at the provision of Admiral Nurses
- Commitment to research the cost effectiveness of Admiral Nurses in Rotherham when the time came

Request the CCG to Commission Admiral Nurse Provision in Rotherham

- Ensure the new nurse provision was trialled in the Community/Primary Care
- Make funding available on a trial basis to identify if the dependency on secondary care provision for people and families living with dementia was reduced
- Seconding an Admiral Nurse (s) for a trial period to assess the outcomes of employing Admiral Nurses in Rotherham and carry out a service evaluation

And Finally

- This was the sort of work that raised awareness, educated positively and reduced stigma and fundamentally supported the intentions of the Dementia Challenge
- £100,000 would fund 2 Admiral Nurses to run a pilot for 1 year which would include the Service evaluation

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

- Highlighted the level of need/increasing need
- A Dementia Advisor could network, signpost and give advice and support but an Admiral Nurse, who was a medically specialised nurse, worked with a family suffering from the complexities of Dementia i.e. relationship difficulties, family breakdown, support someone in employment, preventing a person going into longer term care sooner than necessary
- An Admiral Nurse received professional development and competency assessment throughout their career on an annual basis and monthly top ups. They were also clinically supervised
- Work was taking place on smoothing the pathway for those suffering with Dementia and seeking help from the most appropriate agency when required
- Evidence collected by Healthwatch Rotherham showed that the public felt the number of people crossing their doorstep to be a challenge – would an Admiral Nurse be another person added to that number
- Admiral Nurses worked with the high need complex cases and the family unit rather than just the person themselves
- Once allocated an Admiral Nurse you were never discharged from the Service but dipped in and out as required

The Chairman thanked Len, Jenny, Tony, Hilda and Wendy for their presentation.

## **S97. BETTER CARE FUND**

In accordance with Minute No. 87 of the previous meeting, a copy of the bid submission made to NHS England was submitted for information.

The issues raised in the initial feedback had been addressed and submitted in accordance with the deadline; no feedback had been received as yet although the deadline had passed for NHS England and the Peer Review.

It was noted that the BCF Task Group would monitor the delivery of the BCF through quarterly meetings, ensuring targets were being met, schemes delivered and additional action put in place where the plan resulted in any unintended consequences. The Task Group would report directly to the Board.

As part of the application, the Council and CCG had to ensure that all partners were fully informed of the impact of the Fund. Accordingly a meeting was planned the following week with the Hospital and RDASH.

Discussion ensued on the documents with the following issues raised/clarified:-

- Each workstream now had an identified lead. A BCF Operational Group had been established consisting of the leads plus support team which would report to the Task Group
- The workstream leads had been tasked with providing a detailed action plan for their particular workstream
- Work was still to take place with Healthwatch Rotherham regarding consultation
- The need to tie in BCF01 Mental Health Service with the Director of Public Health's annual report

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

- (2) That the feedback from NHS England be reported to the Board.
- (3) That a quarterly Better Care Fund Plan update be submitted to the Board.
- (4) That BCF01 Mental Health Service be the first review to be carried out.
- (5) That Healthwatch Rotherham report back on the situation nationally regarding the Better Care Fund through Healthwatch England.
- (6) That, if possible, work on the Better Care Fund be included in the conference to be held in July.

## **S98. PUBLIC HEALTH OUTCOMES FRAMEWORK**

Dr. John Radford, Director of Public Health, submitted a report on the above Framework which would require reviewing quarterly to drive improvements in performance.

The Framework focussed on the 2 high level outcomes which were intended to be achieved across the Public Health system and beyond:-

- Increased healthy life expectancy
- Reduced differences in life expectancy and healthy life expectancy between communities

The Performance Framework had a clear link to the Health and Wellbeing Strategy and the Integrated Health and Social Care Fund (IHSCF). The effectiveness of the local management of the IHSCF would be judged against impact on avoidable mortality as measured in the PHOF.

The wide range of Indicators required feedback to a range of Directorate Leadership Teams within the Council who would receive exception reports. There would be a comprehensive monitoring process initiated for those Outcomes offtrack including performance clinics to review change. There would be a strong focus on addressing the prevention and early intervention opportunities within the remedial action plan to make long term impact.

The current performance against the England average had highlighted several areas where there was under performance and a downward trend (Appendix 2 of the report submitted).

The report set out current performance by domain all of which would be subject to an action plan to explore the reasons for underperformance and identify measurable outputs. Some may also require a performance clinic.

It had been agreed at Minute No. 95(b) that Obesity was to be the first Indicator to be reviewed.

Discussion ensued with the following issues raised/clarified:-

- Feedback from GPs expressing concern with regard to the new Smoking and Tobacco Control Programme – felt it was a reduction in service
- The Service was now contracted directly with GP practices for them to decide who received it or not – due to the complexity would practices decide they no longer wished to provide the Service
- The new contract focussed on prevention rather than quitting – the Outcome Indicator was for smoking prevalence. If smoking prevalence increased it indicated that what was hoped to be achieved was not

Resolved:- (1) That the Framework to address performance on the Public Health Outcomes Framework and the reporting structures be approved.

(2) That the mechanism to deliver the Health and Wellbeing Strategy aim of moving services to prevention and early intervention be supported.

(3) That a report be submitted on smoking prevalence.

**S99. HEALTH AND WELLBEING BOARD PERFORMANCE MANAGEMENT FRAMEWORK**

Dr. John Radford, Director of Public Health, presented the Health and Wellbeing Strategy Reporting Framework.

It was noted that for a number of the Indicators, no 2013/14 target had been set but targets had been proposed for 2013 onwards.

A number of local measures were also in the National Outcomes Frameworks achievement of which would be key to receiving the Health Premium Incentive and meeting NHS and Department of Health targets.

There were limitations on the availability of data for several Indicators including some key local measures that were also in the Public Health Outcomes Framework.

Resolved:- That the report be noted.

**S100. DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT**

Dr. John Radford, Director of Public Health, submitted for information the Rotherham Public Health Annual Report 2014.

The report included sections on:-

- Public Health Outcomes Framework
- Children and Young People's Health
- Life Expectancy and Cause of Death
- Heart Disease and Stroke
- Cancer
- Liver Disease and other Digestive Disease
- Mental Wellbeing
- Respiratory Disease
- Mortality from Infectious Disease

Resolved:- That the report be noted.

**S101. HEALTH AND WELLBEING STRATEGY REFRESH TIMETABLE/PEER REVIEW CHALLENGE**

Kate Green Policy Officer, reported that the Health and Wellbeing Strategy ran until the end of 2015 but consideration was needed with regard to a refresh, how that would be carried out and whether it should be aligned to the potential LGA Peer Review Challenge.

Contact with the Local Government Association had established that the peer challenge would involve a team of 5 spending 4 days in Rotherham. There would be approximately a 6 month lead in period due to capacity of the LGA and in order to carry out background research work, prior to coming on-site. Realistically, this meant the review may not be carried out until early 2015.

Discussion ensued on the estimated timetable. The CCG in particular commenced their planning cycle in September and would need as up-to-date Health and Wellbeing Strategy as possible upon which to inform their commissioning plans. It was noted that a progress report on the refresh of the Joint Strategic Needs Assessment before September would pick up any issues that had arisen to enable appropriate planning. It was also noted that an annual review of the Strategy would take place during September as part of the agreed Strategy implementation process with a full re-write of the document taking place during 2015.

Concerns were also expressed regarding the potential lead in time and the preparations needed before the review could take place. It was felt that there more detail needed to be sought from the LGA and that there may be alternative options available to conduct a peer review.

Resolved:- (1) That alternative methods of conducting a Peer Review Challenge be sought and consideration given to their suitability for Rotherham.

(2) That a progress update on the strategy and JSNA be brought to board during August/September.

(3) That work to fully refresh/re-write the Health and Wellbeing Strategy commence in early 2015.

## **S102. DATE OF NEXT MEETING**

Resolved:- That a further meeting of the Health and Wellbeing Board be held on Wednesday, 4<sup>th</sup> June, 2014, commencing at 9.00 a.m. in the Rotherham Town Hall.

**HEALTH AND WELLBEING BOARD**  
**4th June, 2014**

**Present:-**

Councillor John Doyle	Cabinet Member for Adult Social Care <b>(in the Chair)</b>
Dr. David Clitheroe	SCE Executive Lead, Children's and Urgent Care, Rotherham CCG
Tom Cray	Strategic Director, Neighbourhoods and Adult Services
Chris Edwards	Chief Officer, Rotherham CCG
Naveen Judah	Rotherham Healthwatch
Julie Kitlowski	Clinical Chair, Rotherham CCG
Councillor Paul Lakin	Deputy Leader
Jenny Lax	South Yorkshire Police (in attendance for Jason Harwin)
Carole Lavelle	NHS England (in attendance for Brian Hughes)
Dr. John Radford	Director of Public Health
Joyce Thacker	Strategic Director, Children's and Young Peoples Services

**Also in Attendance:-**

Tracey Clark	RDaSH (representing Chris Bain)
David Hicks	Rotherham Foundation Trust (in attendance for Louise Barnett)
Councillor Rushforth	Cabinet Member for Education and Public Health
Janet Wheatley	Voluntary Action Rotherham

Apologies for absence were received from Chris Bain, Louise Barnett, Kate Green, Jason Harwin, Brian Hughes, Martin Kimber, Chrissy Wright and Councillor Ken Wyatt.

**S103. QUESTIONS FROM MEMBERS OF THE PRESS AND PUBLIC**

There were no questions from the member of the public.

**S104. MINUTES OF PREVIOUS MEETING**

Resolved:- That the minutes of the meeting held on 23<sup>rd</sup> April, 2014, be approved as a correct record.

Arising from Minute No. S96 (Admiral Nurses), it was noted that the CCG were currently undertaking a community transformation project in an attempt to rationalise and evaluate all the nursing services required. The discussions would also include specialist nursing for Dementia patients, case management and the use of VAR and be guided as to what services were required.

Arising from Minute No. S101 (Peer Review), it was noted that a LGA review would take place in September, 2014. Scoping meetings were to

take place in June for Board members to formulate what the review should consist of.

## **S105. COMMUNICATIONS**

### **(a) Rotherham Tobacco Control Alliance**

The notes of the meeting held on 17<sup>th</sup> April, 2014, were noted.

### **(b) Integrated Youth Support Services**

A report was submitted for information on the progress achieved by the Integrated Youth Support Service and its partners in relation to progression and retention in learning and employment for young people, academic age 16-18 years.

### **(c) Data Sharing Protocol – Request from South Yorkshire Fire and Rescue Service**

A request had been received from the South Yorkshire Fire and Rescue Service to sign up to the Data Sharing Protocol.

Resolved:- That South Yorkshire Fire and Rescue Service sign the Data Sharing Protocol.

## **S106. BETTER CARE FUND**

Tom Cray, Strategic Director, Housing and Neighbourhood Services, presented a report which provided a brief overview of the process undertaken to date, NHS England feedback received to the bid and how the plan would now be implemented.

Discussion ensued with attention drawn to the following:-

- Attached to the report was the Risk Register and a summary of each of the 12 schemes which made up the programme
- The new Care Bill was ranked as a “red” risk as the final detail was awaited. Once known, the detail would have to be evaluated to ensure no deviation from the intended funding outcomes
- Amendment to the wording to reflect “continuing engagement with all providers”
- Concern that there was little mention of how Healthwatch would engage in the process. Reassurances were given that the role of Healthwatch, its added value and independence, had not been deliberately omitted but acknowledgement that ideally discussions should have taken place with regard to their role. However, time constraints dictated by NHS England’s deadlines had prevented them from happening. Healthwatch would have a great part to play in consulting with patients and the general public with regard to the rolling out of the plan, how it was monitored and its evaluation. As

part of Healthwatch's funding arrangement, there would be specific pieces of work required to feed into the customer experiences

- There may be a solution with regard to data sharing that would allow the whole community to access patients' records. By the end of June there would be the ability to access EMS and Patient 1 records which would be a massive step forward with a view to a single care plan

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

(2) That quarterly reports from the Better Care Fund Task Group be submitted.

## **S107. SPECIAL EDUCATIONAL NEEDS AND DISABILITIES**

Joyce Thacker, Strategic Director, Children and Young People's Services, and Donald Rae, SEND Strategic Lead, presented an update on the preparations to implement the Special Educational Needs and Disability Reforms in Rotherham.

The Children and Families Bill was enacted in March and a new version of the SEND Code of Practice published with the final version expected shortly.

This was the largest reform of how information and support was provided to children and young people with special educational needs and disabilities for over 20 years. It brought together the different systems in Early Years, Schools and Colleges and ensured better integration with health and care. It aimed to improve the support provided so that children and young people were able to live independent and fulfilling lives in adulthood. Placing the needs of parents and young people at its heart, the new system focussed on those aged 0-25 with new duties for local authorities, Clinical Commissioning Groups and Early Years Providers, Schools (of all types) and FE Colleges. Late amendments to the Bill had increased the role of the local authority in providing Mediation Services for education, care and health as well as bringing young people within Youth Offending institutions into the scope of the Act.

Organisations in Rotherham, including parents and young people, continued to work in partnership to implement the reforms. Key tasks which needed to be completed before September, 2014 included:-

- Putting children, parents and carers and young people at the heart of the new system
- Publish a Local SEND Offer
- Establish a new SEND Assessment Pathway for all of those aged 0-25 with Special Educational Needs or a disability, including plans to transfer those with a SEN Statement or Learning Difficulty Assessment (LDA) to the new Education Health and Care Plan

- Set up a new structure with the CCG to jointly commission education, care and health services for those with special educational needs or a disability
- Ensure parents and young people can receive support through a personalised budget if they request one
- Consultation on Rotherham's SEND Aspiration and Mission

Whilst the SEND Reforms were part of national legislation, it was important to be clear about what this meant for the children and young people in Rotherham. To help this process, consideration was being given to developing a consensus about the purpose of the SEND Reforms. Building on the Government's stated aims, the following have been proposed and discussion already started with may groups with the aim of reaching a final version in July, 2014:-

#### Rotherham's SEND Aspiration

“Rotherham children and young people with Special Educational Needs will achieve well in their early years, at school and in college; lead happy and fulfilled lives and have choice and control”

#### Rotherham's Special Educational Needs and Disability Mission

“Rotherham education, health and care services will create an integrated system from birth to 25. Help will be offered at the earliest possible point, with children and young people with special needs and their parents or carers fully involved in decisions about their support and aspirations”

This was a huge piece of work for all partners. Feedback from a visit from the DfE to establish Rotherham's preparations for the reforms had stated that all the correct structures, systems and personnel were in place to take them forward and impressed by the working relationship with the CCG.

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

- The DfE had recently visited to ascertain the Authority's readiness to implement the reforms. The visit had confirmed that the key structures were in place and that relationships with parents, Health and post-16 links were strong
- The SEND Commissioning Group had been established in January to provide the direction for the SEND reforms in Rotherham
- An event was to be held in Rotherham on 4<sup>th</sup> July entitled “In It together”, co-hosted and planned by Rotherham's Parents Forum, the Local Authority and Health
- Consideration was being given to extending the Rotherham Charter to services and settings supporting children and young people from birth to 25

- The reforms were a long term programme which the Authority had to have started in September
- Caution must be exercised as to how it was presented to the community to ensure expectations were not raised unrealistically
- The Commissioning Group had met recently and formal plans would be submitted to the Board. The issues to be considered further:-

Do we understand the demographics of children and young people and SEN in Rotherham?

Have we sufficient places whether in schools, education or health to meet their needs?

- Essential that all data was collated due to the impact it would have throughout the system
- There was a sub-regional group that met to bring issues together primarily from an education point of view

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

(2) That the Risk Register be submitted to a future Board meeting.

## **S108. SECTOR LED IMPROVEMENT**

Dr. John Radford, Director of Public Health, gave the following powerpoint presentation:-

### **Sector Led Improvement Pilot**

- Organisations are responsible for their own performance
- Across organisation influence on performance
- Recognise collective responsibility for performance
- Board role overview of performance across sectors
- Properly functioning, it will support management of external inspections

### **Public Accountability**

- Public bodies are accountable to local communities
- Health and Wellbeing Board oversight
- Recognise the role of Scrutiny – accountability of all public bodies organisations to scrutiny
- Healthwatch

### **3 Outcome Frameworks**

- Identification of performance issues
  - By organisation
  - By Scrutiny Select Commission

- Long term intractable
- Deciding when the performance would benefit from a multi-sectoral approach
- Supportive peer challenge process
- Actions
- Review

### 3 Levels

- Single organisation
- Across Rotherham
- Challenge – Cabinet Member/Scrutiny/Peer Cabinet Member

### Multi-Organisational Pilot

- Delayed Discharges
- Breastfeeding

An example was then given of the Public Health performance clinics held on Obesity and Drug Treatment where the key actions agreed were:-

#### Obesity

- Better management of information needed to track improvement
- Development of wider Council policies to prevent obesity
- Better information to all Services
- Developing Single Point of access to Weight Management Services
- Targeting children in Reception years
- Increase in prevention/lower level interventions
- CAF for children identified as needing support
- Active partnership with Green Spaces

#### Drug Treatment

- Work with GPs to increase support
- Deliver the new recovery hub
- Targeted action at GPs with high volumes of users and new entrances – top 5 priority areas
- Improve housing advice
- Need only 20 more successful treatments to be national average

Discussion ensued with the following issues raised/clarified:-

- Performance clinics were led by a Director not directly responsible for the Service and could be widened to other organisations within Rotherham. They acted as a “critical friend”
- Performance management arrangements for BCF were clearly set out, however, the overall activity within the 6 Board priorities was not. A focus on outcomes was essential

- The 2 pilot performance clinics had involved partners
- Whilst the proposed pilot of Delayed Discharges was connected to the BCF was Breastfeeding a priority? In terms of giving every child the best start in life, breastfeeding fit with the Board's priorities as well as the Borough having lower than average breastfeeding rates. It was also an important priority in the Children and Young People's Plan

Resolved:- That the report be noted.

#### **S109. FUTURE BOARD AGENDAS**

The Chairman reported that, due to a reshuffling of Cabinet Member portfolios, he would now be the Chairman of the Board.

He outlined his proposals for future Board agendas which he proposed should consist of:-

Decision  
Direction  
Discussion

Issues that were for raising awareness/information/interest would be sent to Board members and would not be discussed unless there was an issue a member wished to raise.

Members of the Board were asked as to what they would like to see on future agendas:-

- Discuss 1 of the 6 priorities a month to gain a full understanding of the issues and subject it to a "so what" test
- Health inequalities/specific work with the more deprived areas of the Borough
- Standing agenda items so as to aid measurement of improvement
- SMART actions

Resolved:- That the above comments be taken into consideration when agenda setting for future meetings of the Board.

#### **S110. DATE OF NEXT MEETING**

Resolved:- That a further meeting of the Health and Wellbeing Board be held on Wednesday, 2nd July, 2014, commencing at 9.00 a.m. in the Rotherham Town Hall.

**PLANNING BOARD**  
**24th April, 2014**

Present:- Councillor Pickering (in the Chair); Councillors Atkin, Dodson, Godfrey, Kaye, License, Middleton, Roddison, G. A. Russell, Sims, Smith and Whysall.

Apologies for absence:- Apologies were received from Councillors Astbury, Pitchley and Tweed.

**T96. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**T97. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 3RD APRIL, 2014**

Resolved:- That the minutes of the meeting of the Planning Regulatory Board held on 3<sup>rd</sup> April, 2014, be approved as a correct record for signature by the Chairman.

**T98. DEFERMENTS/SITE VISITS**

There were no site visits or deferments recommended.

**T99. 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 application below:-

- Demolition of existing units and construction of new feed store with car parking, landscaping and associated works at land at Bawtry Road, Bramley for Aldi Stores Ltd. (RB2014/0230)

Mr. M. Taylor (Applicant)

Mr. Scott (Supporter)

Councillor S. Ellis (Supporter)

(2) That applications RB2013/1399 and RB2014/0070 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report.

(3) That application RB2014/0230 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the report and subject to an additional condition which reads:-

Condition - No demolition of the existing buildings at the rear of the site that are physically attached to other buildings to be retained shall occur until a scheme for the 'making good' of those side and gable elevations exposed by demolition works hereby approved have been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

Reason - In the interests of visual amenity and in accordance with UDP Policy ENV3.1 'Development and the Environment.'

Five additional letters in support of this application were also received after the report presented to the Planning Board had been written.

**T100. COURTESY CONSULTATION IN RESPECT OF TEMPORARY PLANNING PERMISSION (UP TO 5 YEARS) TO ALLOW FOR THE EXPORTATION OF AN ADDITIONAL 200,000 TONES MAXIMUM PER YEAR OF COLLIERY RELATED MATERIALS FROM HATFIELD COLLIERY AT HATFIELD MAIN CLUB, EAST LANE, STAINFORTH, DONCASTER (RB2014/0144)**

Consideration was given to a report of the Director of Planning and Regeneration Service concerning the courtesy consultation from Doncaster Metropolitan Borough Council in respect of a temporary planning permission (up to 5 years) to allow for the exportation of an additional 200,000 tonnes maximum per year of colliery related materials from Hatfield Colliery at Hatfield Main Club, East Lane, Stainforth, Doncaster.

No objections are raised to the principle of the exportation of additional material from Hatfield Main, though if material was to be brought to Maltby Colliery then this would have to be assessed as a separate application by Rotherham. The operators at Hatfield have been requested for such an application, and on the basis that one is submitted and approved, no objections to the proposals at Hatfield be raised.

Resolved:- (1) That Doncaster Metropolitan Borough Council be thanked for giving this Council the opportunity to comment on this planning application.

(2) That Doncaster Metropolitan Borough Council be advised that this Council had no objections to the proposals, subject to the submission and approval of a related planning application to Rotherham Metropolitan Borough Council in relation to the importation of any of the material to Maltby Colliery.

**T101. COURTESY CONSULTATION IN RESPECT OF THE ERECTION OF ONE WIND TURBINE (34.4M HIGH) AND ASSOCIATED WORKS AT GLEN QUARRY RUDDLE MILL LANE HIRST LANE STAINTON FOR URBAN WIND LTD. (RB2014/0261)**

Consideration was given to a report of the Director of Planning and Regeneration Service concerning the courtesy consultation from Doncaster Metropolitan Borough Council in respect of the erection of one wind turbine (34.4m high) and associated works at Glen Quarry Ruddle Mill Lane Hirst Lane Stainton for Urban Wind Ltd.

It was considered that there would be no material unacceptable adverse impacts on the visual and residential amenities of residents within Rotherham arising from this proposal.

Furthermore, it was not considered that there would be any notable impact on the landscape or highway safety within the Rotherham Borough as a result of the proposed development.

The Transportation and Highways Unit noted that the turbine site would be accessed via M18 Motorway, then along Bawtry Road and Grange Lane which were within the Rotherham area, but raised no objections to this route providing the applicants 'tracked' the route to determine what effect, if any, the long components might have on highway apparatus (street lighting columns, road signs, refuges etc).

Resolved:- (1) That Doncaster Metropolitan Borough Council be thanked for giving this Council the opportunity to comment on this planning application.

(2) That Doncaster Metropolitan Borough Council be advised that this Council had no objections to the proposals, subject to the relevant comments from the Highways Officers.

**T102. COURTESY CONSULTATION FOR ERECTION OF A MOTORWAY SERVICE AREA INCLUDING PROPOSED FACILITIES BUILDING, HOTEL, FILLING STATION, PARKING FACILITIES FOR ALL VEHICLES, ACCESS AND CIRCULATION INTERNAL ROADS, STRUCTURED AND NATURAL LANDSCAPING WITH OUTSIDE PICNIC SPACE AND DOG WALKING AREA, ASSOCIATED INFRASTRUCTURE AND EARTHWORKS AT SMITHY WOOD, COWLEY HILL (ADJOINING JUNCTION 35 OF M1 MOTORWAY), SHEFFIELD FOR EXTRA MOTORWAY SERVICE AREA GROUP (RB2014/0417)**

Consideration was given to a report of the Director of Planning and Regeneration Service concerning the courtesy consultation from Sheffield City Council in respect of the erection of a motorway service area including proposed facilities building, hotel, filling station, parking facilities for all vehicles, access and circulation internal roads, structured and

natural landscaping with outside picnic space and dog walking area, associated infrastructure and earthworks at Smithy Wood, Cowley Hill (Adjoining Junction 35 of M1 Motorway), Sheffield for Extra Motorway Service Area Group.

Following an in-depth discussion on the value and merit of the ancient woodland known as Smithy Wood the Planning Board concluded that the impact of the development on Rotherham would be detrimental in terms of impact on the ecology of Smithy Wood that was within Rotherham and the visual impact of the woodland clearing on views out of the Borough from the Thorpe Hesley, Kimberworth and Wentworth area and furthermore on the detrimental impact on the continuation of the Green Belt that existed between Thorpe Hesley and Chapeltown. As such it is considered that Rotherham Metropolitan Borough Council should raise objections to the proposals.

Resolved:- (1) That Sheffield City Council be thanked for giving this Council the opportunity to comment on this planning application.

(2) That Sheffield City Council be informed that the Council raised objections to:-

- (a) the proposal due to the detrimental impact of the development on the ecology of Smithy Wood which is within Rotherham and the visual impact of the woodland clearing on views from the Borough, particularly from Thorpe Hesley, Wentworth and Kimberworth.
- (b) The detrimental impact on the continuation of the Green Belt that existed between Thorpe Hesley and Chapeltown.

### **T103. UPDATES**

The Planning Board noted the following update information:-

(a) Car Parking Arrangements for Members of the Planning Board

It was brought to the Planning Board's attention that the Council had received feedback from the public about Members individual car parking arrangements, affecting their focus in the meeting, around the time of the renewal of parking tickets.

Discussion ensued on the merits of taking a comfort break during discussions to allow Members the courtesy of renewing parking tickets, the onus on Planning Board Members in ensuring they were covered for any eventuality with meetings running over, the need for a pragmatic approach to avoid any further inconvenience to the general public and consideration of agenda management to ensure members of the public were not inconvenienced when visits were scheduled.

(b) Completed Developments Tour

Consideration was given to various dates for Members of the Planning Board to schedule a Completed Developments Tour.

The favoured date was Wednesday, 6<sup>th</sup> August, 2014 leaving the Town Hall at approximately 9.00 a.m. The appropriate transport arrangements would be made and the Planning Board advised accordingly.

It was also requested that sites of interest to visit should be forwarded onto the Planning Officers.

(c) Appeal – Taxi Booking Office, Rawmarsh Hill

Councillor Godfrey reported on the outcome of an appeal hearing where two Members of the Planning Board submitted representations.

The appeal was allowed by the Planning Inspectorate which was refused by the Planning Board against the recommendation of officers.

(d) Planning Weekly List

The link issued to Elected Members detailing the received list of planning applications was currently broken. ICT officers were looking into the issues and it was hoped this would be resolved shortly.

**PLANNING BOARD**  
**15th May, 2014**

Present:- Councillor Pickering (in the Chair); Councillors Astbury, Atkin, Dodson, Godfrey, Kaye, License, Middleton, Pitchley, Roddison, G. A. Russell, Sims, Smith and Whysall.

Apologies for absence were received from Councillor Tweed.

**T104. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**T105. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 24TH APRIL, 2014**

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday 24<sup>th</sup> April, 2014, be approved as a correct record for signature by the Chairman.

**T106. DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**T107. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following persons attended the meeting and spoke about the applications below:-

Change of use of ground floor to beauty salon (use class Sui Generis) at Botel Travel, 48A Morthen Road, Wickersley for Mr D Bridge (RB2014/0072)

Mr. D. Bridge (Applicant)  
Mr. R. J. Toller (Objector)

Two storey and single storey rear extension and porch to front (amendment to RB2014/0223) at 8 Welham Drive Moorgate for Mr. M. Mazamil (RB2014/0377)

Mr. M. Mazamil (Applicant)  
Mr. M. Taylor (Objector)  
Councillor R. McNeely (Objector)

Two storey side and rear extension, formation of hipped roof to existing first floor side and rear extensions, including formation of rear dormer and erection of single storey front and rear extensions at 38 Sheep Cote Road Brecks for Mr S Yousaf (RB2014/0447)

Mr. S. Yousaf (Applicant)  
Mrs. S. Waters, on behalf of others (Objector)  
Ms. V. Pratt (Objector)  
Mr. D. Ridgway (Objector)

(2) That applications RB2014/0072, RB2014/0361, RB2014/0377, RB2014/0392, RB2014/0408 and RB2014/0447 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

**T108. PROPOSED TREE PRESERVATION ORDER NO. 1 (2014) - 1 GROVE BANK, MOORGATE GROVE, ROTHERHAM**

Consideration was given to a report of the Director of Planning and Regeneration Service stating that an application for six weeks' notice of intent to fell a tree within the Moorgate Conservation Area was submitted in respect of this site at Grove Bank, Moorgate Grove, Rotherham on 11 December 2013. In considering the application, Planning officers concluded that the tree met the criteria for inclusion within a new preservation order and insufficient evidence had been provided to justify the loss of this mature Beech tree (*Fagus sylvatica*). Consequently, on 14th January 2014 a Tree Preservation Order was made in respect of this Beech tree. The Local Planning Authority has six months in which to confirm the Tree Preservation Order.

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

(2) That the serving of Tree Preservation Order No. 1 (2014) with regard to the mature Beech tree at No. 1 Grove Bank, Moorgate Grove, Rotherham be confirmed.

**T109. APPLICATION TO MODIFY A SECTION 106 AGREEMENT IMPOSED BY PLANNING PERMISSION RB1999/0737 AT RETAIL WORLD, PARKGATE**

Consideration was given to a report of the Director of Planning and Regeneration Service concerning an application to amend the Section 106 Agreement (Town and Country Planning Act 1990) in order to remove the restriction on the part of Unit 1, previously occupied by the Comet company at Retail World, Parkgate, for the sale of bulky goods only from these commercial premises. Members noted that this Unit has been vacant since the liquidation of the previous owner and subsequent closure of the Unit.

The report referred to the covenant which placed a restriction on the sales from Unit 1 to bulky goods only. The proposal is to remove this restriction to allow open A1 sales from the part of the Unit and to allow the new owner to occupy part of the premises.

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

(2) That the Section 106 Agreement be amended to remove the restriction on part of Unit 1, Retail World, Parkgate, for the sale of bulky goods only, as detailed in the report now submitted.

**T110. APPEAL DECISION - REFUSAL OF PLANNING PERMISSION FOR THE CHANGE OF USE TO TAXI BOOKING OFFICE (USE CLASS SUI GENERIS) AT 54-56 RAWMARSH HILL, PARKGATE (RB2013/1116)**

Further to Minute No. T64(4) of the meeting of the Planning Board held on 12th December, 2013, consideration was given to a report of the Director of Planning and Regeneration Service, stating that the appeal against the refusal of planning permission for the change of use to a taxi booking office (use class sui generis) at 54-56 Rawmarsh Hill, Parkgate, had been allowed.

The reasons for the Planning Inspector's decision on this appeal were explained in full in the report. The Inspector considered that the main issues in this case were the effect of the proposed use on the living conditions of nearby residents and its effect on the safety and convenience of users of the adjacent highway.

The Inspector had concluded that:-

- (i) the use of the property as a taxi booking office does not adversely affect the living conditions of nearby residents and therefore accords with policy ENV3.7 of the Rotherham Unitary Development Plan (1999) which seeks to minimise the adverse effects of nuisance, disturbance and pollution associated with development and transport and paragraph 17 of the National Planning Policy Framework where one of the core planning principles requires a good standard of amenity for all existing and future occupants of land and buildings; and
- (ii) the use of the property as a taxi booking office also accords with paragraph 35 of the National Planning Policy Framework, which requires minimal conflict between traffic and cyclists or pedestrians and does not adversely affect the safety and convenience of users of the adjacent highway.

The Planning Inspector allowed the appeal and granted permission for the development, subject to the following conditions:-

- (1) There shall be no customer waiting area or facilities for taxi drivers within the building and no customers shall be picked up from the building;

(2) Visits to the premises by taxi drivers shall only take place between 0900 hours and 1700 hours on any day.

(3) This planning permission relates only to the first floor of the premises and to the staircase giving access to the first floor.

The Inspector considered conditions 1 and 2, as suggested by the Council, met the tests in paragraph 206 of the National Planning Policy Framework and the Government's Planning Practice Guidance. However, the Inspector considered that the Council's suggested condition restricting the parking of taxis on Rawmarsh Hill is not enforceable as the highway is outside the appellant's control. The Inspector imposed condition 3 for the avoidance of doubt, as it restricts the use to the operational floorspace of the premises and limits the possibility of disturbance to neighbours which may arise from any expansion of the business.

Resolved:- That the report be received and the reasons why the Planning Inspector has decided to allow this appeal be noted.

## **T111. UPDATES**

The following update information was provided:-

(1) Appeal Hearing - Further to Minute No. T52(6) of the meeting of the Planning Board held on 31st October, 2013, concerning the refusal of the application for planning permission for the erection of 9 No. detached dwellings with associated garages at land off Grange Farm Drive, Aston for W. Redmile and Sons Ltd. (RB2013/0696), it was agreed that Councillors Kaye and Smith attend any public inquiry and/or hearing which may be arranged to hear the appeal against the refusal of this application, in order to provide information about the reasons for the Planning Board's decision.

(2) Appeal Decision – Further to Minute No. T57(8) of the meeting of the Planning Board held on 21st November, 2013, Members noted that the appeal against the refusal of the application for planning permission for the erection of a single storey extension and 3 No. dwellings at the Black Lion, 9 New Road, Firbeck for Mr. P. Rogers (RB2013/1379) had been dismissed. A report about this appeal decision would be submitted to the next meeting of the Planning Board.

(3) Completed Developments Tour – Further to Minute No. T103(b) of the meeting of the Planning Board held on 24th April, 2014, Members of the Planning Board were encouraged to suggest appropriate sites to be inspected during the Board's completed developments tour. It was noted that it may be necessary to alter the suggested date of this tour (Wednesday, 6th August, 2014) to an alternative date (probably Thursday, 21st August, 2014), because of Members' availability.

**PLANNING BOARD**  
**5th June, 2014**

Present:- Councillor Dodson (in the Chair); Councillors Astbury, Atkin, Godfrey, Kaye, Middleton, G. A. Russell, Sims, Smith and Whysall.

Apologies for absence:- Apologies were received from Councillors Pitchley, Roddison and Tweed.

**T112. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**T113. MINUTES OF THE MEETING OF THE PLANNING REGULATORY BOARD HELD ON 15TH MAY, 2014**

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday 15<sup>th</sup> May, 2014, be approved as a correct record for signature by the Chairman.

**T114. DEFERMENTS/SITE VISITS**

There were no deferments or site visits recommended.

**T115. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following persons attended the meeting and spoke about the applications below:-

- Demolition of existing dwelling and erection of 5 No. dwellings (including 1 bungalow) at 38 Goose Lane, Wickersley for Ariane Developments Ltd. (RB2014/0294)
  - Mr. M. Walsh (Applicant)
  - Mr. T. Richardson (Objector)
- Demolition of existing units and construction of new food store with car parking, landscaping and associated works at land at Muglet Lane/Hamilton Road, Maltby for Aldi Stores Ltd. (RB2014/0318)
  - Mr. M. Taylor (Applicant)

Outline application for demolition of existing depot and erection of residential development with access unreserved at former Council depot site at Hamilton Road, Maltby for Quora Ltd. (RB2014/0319)

Mr. B. Ellis (Applicant)

(2) That applications RB2013/1488, RB2014/0294 and RB2014/0319 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

(3) That application RB2014/0318 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report and subject to a revision to Condition No. 4 and an additional condition as listed below:-

4. Prior to the use being commenced, a scheme shall be submitted to the Council for approval in writing, indicating strategies to encourage and/or enable local people to access job opportunities arising from the development site. Within 12 months of the use being commenced a statement shall be provided to and approved in writing by the Local Planning Authority demonstrating how occupants have complied with the approved scheme.

Reason - In the interests of economic regeneration of settlements associated with the development site.

14. Prior to the commencement of the development hereby approved, details of the proposed upgrading of Tickhill Road bus stop (No. 37031017) shall be submitted to and agreed in writing with the Local Planning Authority, and the approved details shall thereafter be implemented and maintained in accordance with a timescale to be agreed by the Local Planning Authority and shall be completed in advance of the store first being occupied.

Reason - In order to promote sustainable transport choices.

A late letter of representation, received after the agenda papers had been printed, was read out and referred to at the meeting.

**T116. PROPOSED TREE PRESERVATION ORDER NO. 1 (2014) - 1 GROVE BANK, MOORGATE GROVE, ROTHERHAM**

Further to Minute No. 108 of the meeting of the Planning Board held on 15th May, 2015, consideration was given to a report of the Director of Planning and Regeneration Service stating that an application for six weeks' notice of intent to fell a tree within the Moorgate Conservation Area was submitted in respect of this site at Grove Bank, Moorgate Grove, Rotherham on 11th December, 2013.

In considering the application, Planning Officers concluded that the tree met the criteria for inclusion within a new Preservation Order and insufficient evidence had been provided to justify the loss of this mature Beech tree (*Fagus sylvatica*). Consequently, on 14th January, 2014 a Tree Preservation Order was made in respect of this Beech tree.

This matter, having been considered, was not confirmed and was referred back to this meeting of the Planning Board to enable Mr. James, to exercise his right to speak about this matter.

Accordingly, Mr. James attended the meeting and spoke about his objections to the serving of the Tree Preservation Order affecting this tree.

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

(2) That the Planning Board's decision concerning the confirmation of the serving of Tree Preservation Order No. 1 (2014) with regard to the mature Beech tree at No. 1 Grove Bank, Moorgate Grove, Rotherham, as detailed at Minute No. 108 of the meeting of the Planning Board held on 15th May, 2015, be confirmed.

**T117. COURTESY CONSULTATION - ERECTION OF A NON-FOOD RETAIL UNIT (CLASS A1) WITH ANCILLARY CUSTOMER RESTAURANT AND BISTRO AND PROVISION OF ASSOCIATED CAR PARKING, LANDSCAPING WORKS, SERVICING AND ACCESS AND HIGHWAY WORKS (ADDITIONAL INFORMATION REGARDING TRANSPORT AND AIR QUALITY IN RESPECT OF REVISED JUNCTION IMPROVEMENTS AT J34 OF THE M1), SITE OFF BETAFOENCE WIRE FACTORY, LOCK HOUSE ROAD, SHEFFIELD (RB2014/0503)**

Further to Minute No. 19 of the meeting of the Planning Board held on 18th July, 2013, consideration was given to a report of the Director of Planning and Regeneration regarding the erection of a non-food retail unit (Class A1) with ancillary customer restaurant and bistro and provision of associated car parking, landscaping works, servicing and access and highway works (including additional information regarding transport and air quality in respect of the revised junction improvements at Junction 34 off the M1) at the site off Betafence Wire Factory, Lock House Road, Sheffield

Resolved:- (1) That Sheffield City Council be thanked for giving the Council the opportunity to comment on the planning application.

(2) That Sheffield City Council be advised that this Council had no objections to the proposed development, subject to:-

- A condition being attached to any permission to ensure that the development is occupied by one single operator and is not subdivided into smaller units at any time.
- The submission/approval of a travel plan.

- That a condition/informative be attached to any permission requiring IKEA not to promote the use of Junction 33 of the M1 in their advertising.

**T118. APPEAL DECISION - REFUSAL OF PLANNING PERMISSION FOR THE DEMOLITION OF EXTENSION AND OUTBUILDING TO PUBLIC HOUSE AND ERECTION OF SINGLE STOREY EXTENSION AND 3 NO. DWELLINGS AT THE BLACK LION, NEW ROAD, FIRBECK (RB2013/1379)**

Further to Minute No. 57(8) of the meeting of the Planning Board held on 21st November, 2013, consideration was given to a report of the Director of Planning and Regeneration with regard to the refusal of planning permission for the demolition of extension and outbuilding to public house and erection of single storey extension and 3 No. dwellings at The Black Lion, New Road, Firbeck.

The Inspector dealing with the appeal concluded that the proposal would have a greater impact on openness than the existing development on the site. As the proposal failed to preserve openness it would also in the case of a partial redevelopment of a previously developed site be inappropriate development. The NPPF established that Green Belt harm should be given substantial weight and the matter of housing land supply significant weight. In this instance the lack of a five year housing supply did not override the harm caused to the Green Belt.

The Inspector also noted the appellant's application for an award of costs relied to a substantial extent on the view that the Council failed to take account of a material consideration in the determination of the appeal. This related to a historic consent on adjoining land at Yew Tree House, which dated from 1988. It was the Appellant's view that, if implemented, the site would be effectively enclosed and plot 3 would be an infill site in its own right. It was alleged that the Council failed to take proper account of this in determining the application.

The Council has advised that they have no evidence to support the appellant's claim that the adjoining permission was extant. Furthermore, the original application did not refer to this matter, although the Inspector understood that the issue was raised verbally prior to the application being considered by Planning Board. No compelling evidence that any such consent was extant was submitted as part of the proposal, nor any substantive indication of the likelihood of its redevelopment if such a development were lawful.

The Inspector went on to note that whatever the merits of the adjoining permission, for the reasons outlined in her decision, these would not, in any case, justify a grant of permission in relation to the current proposal. Therefore the Inspector concluded that she was satisfied that the reasoning the Council applied to the decision before her was founded on sound planning grounds and that unreasonable behaviour resulting in

unnecessary expense had not been demonstrated. For this reason, and having regard to all other matters raised, an award for costs was, therefore, not justified.

Resolved:- That the decision to dismiss the appeal and to dismiss the award for costs be noted.

**T119. UPDATES**

There were no updates to report.

**T120. DATE OF NEXT MEETING - THURSDAY 26TH JUNE 2014**

Resolved:- That the next meeting of the Planning Board take place on Thursday, 26<sup>th</sup> June, 2014 at 9.00 a.m.



## Overview and Scrutiny in Rotherham

### “Making a Difference Across the Borough”



**Annual report 2013 - 14  
Forward Plan 2014 - 15**



**Improving Lives Improving Places**

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# Introduction



Message from Councillor Glyn Whelbourn  
Chair of Overview & Scrutiny Management Board

Vice Chair: Councillor Brian Steele

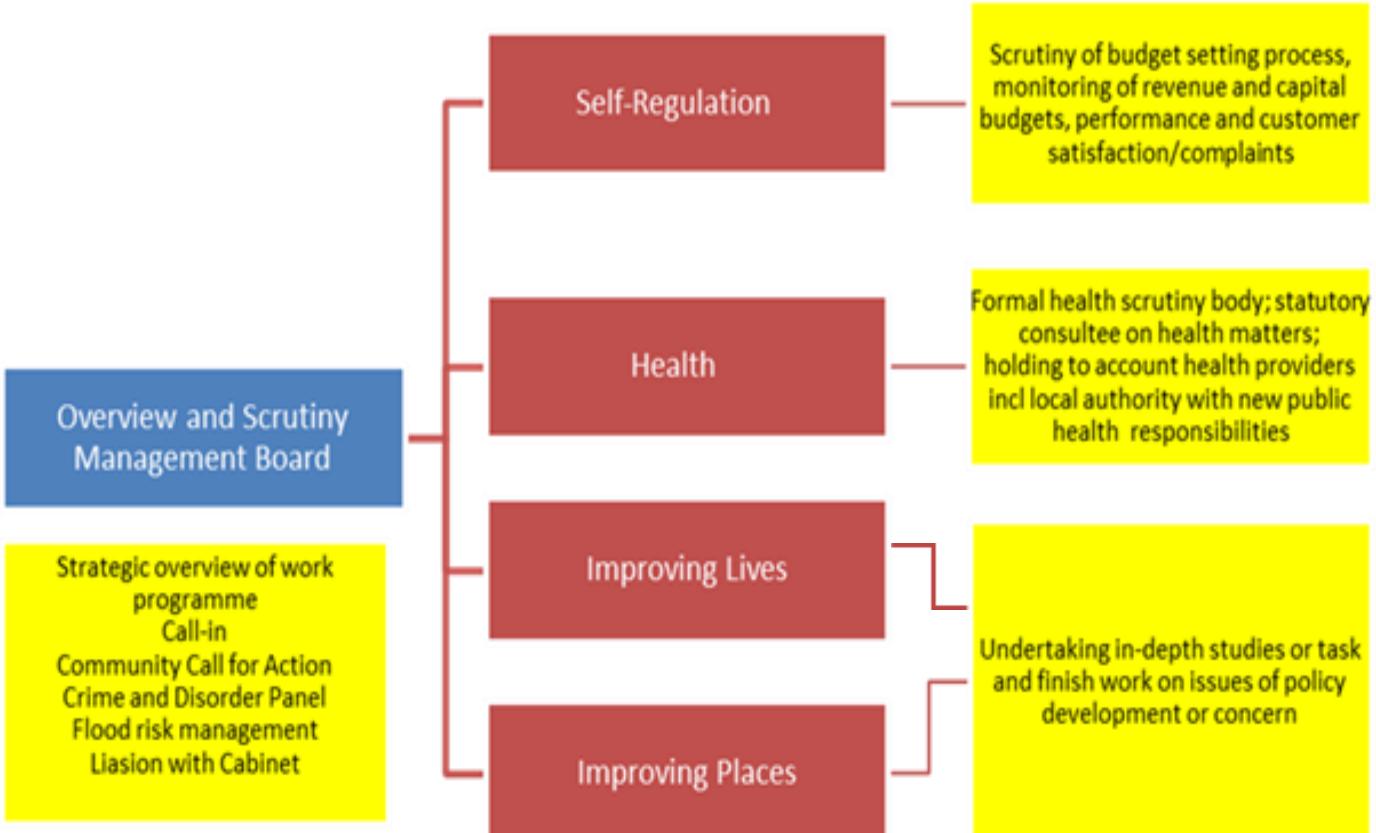
Welcome to the 2013-14 Annual report of Overview and Scrutiny here in Rotherham. The report presents a summary of the work undertaken by our Scrutiny Service during the last municipal year.

Scrutiny is an essential part of ensuring that Local Government remains effective and accountable. In Rotherham we have 63 elected councillors committed to improving the wellbeing of people across the borough. The Cabinet (known as the 'executive') is made up of ten elected councillors whilst the other 53 are known as the non-executive (or backbench) members.

The Council's Overview and Scrutiny function plays a vital role within the council by reviewing issues of local concern, examining existing policies and practices and making recommendations to Cabinet and external bodies on matters which affect the borough and its residents. The overarching aims are:

- Holding the Cabinet's decisions and performance to account in a public arena to ensure that the Council's priorities and targets are being met;
- Reviewing issues that are important to the people of Rotherham
- Examining the work of bodies operating outside the Council, for example local health services
- Contributing to policy development and helping to shape corporate plans and policies

The structure in Rotherham consists of Overview and Scrutiny Management Board supported by four select commissions (diagram below)



## Introduction

I am happy to report that 2013-14 has been another busy and fruitful year for Scrutiny in Rotherham and that we completed our most ambitious work programme to date, including 11 reviews on a wide range of issues that were identified by the Elected Members as of key significance to the communities of Rotherham.

This report provides a flavour of the work that has taken place and I would like to draw out some highlights here. Overview and Scrutiny Management Board responded quickly to a request by the Welfare Reform Steering Group to carry out a review of the Department of Work and Pensions Sanctions and Conditionality regime. This was achieved and it is hoped that the profile of this review will be raised to a national level to highlight the key issues associated with recent changes to this regime.

Once again we ran a Children's Commissioner's take over day, which was hugely successful. This year the young people carried out their own scrutiny review looking at the issue of self harm and have reported their findings to Cabinet. I was personally extremely impressed with the maturity and thought that the young people displayed during this piece of work. It should also be noted that the young people, during the take over day, effectively held the key partners to account regarding their previous commitments and received excellent feedback about progress that has been made.

Finally, this year has seen Scrutiny not only holding the Executive to account but successfully influencing policy development. A good example was the spotlight review on the Housing Allocations Policy, which enabled Cabinet to successfully refresh the policy to reflect the changing legislative framework within which we operate.

As we have done before, we also like to take the opportunity within this report to keep an eye on past achievements which stretch back further than the previous 12 months. This year I would like to highlight the review that was done in 2011/12 on work with Private Landlords. Given the focus this year on housing allocations and homelessness, this is still very current and the Improving Places Select Commission received a report on progress being made with the recommendations from this review. Almost all of this review has been implemented now and huge progress has been made, for example the successful Homelessness Strategy and Landlord incentive schemes – Rent in Advance scheme and Bond schemes. There are still some areas for continued focus and these were picked up in the work programme for this year. Selective Licensing will be part of the 2014/15 work programme and this remains the main outstanding issue.

There have been many changes to Scrutiny this year, reflected in the Management Board itself. I would like to offer my personal thanks to all of the outgoing members of the Board; Councillors Dominic Beck, Judy Dalton, Jacquie Falvey and John Gilding. I would also like to welcome all of the new members to Management Board for 2014/15; Councillors Shabana Ahmed, Emma Hoddinott, Chris Middleton, Martyn Parker, Caven Vines and Gordon Watson. I very much look forward to working with them all, along with the existing members, to ensure that scrutiny continues to play a valuable role in Rotherham's local democratic process.

We have also changed the way co-optees are involved in the Scrutiny process this year and would like to take this opportunity to thank all of the co-optees (past and present) who have given their time voluntarily to add value to the Scrutiny process. I am looking forward to another successful year in Scrutiny for 2014/15.

## Getting Involved in Scrutiny

### How to get involved

A recent scrutiny review looked at how public engagement could be improved. At the moment our website contains up to date information about the scrutiny process, reviews that have been carried out and the Cabinet's response to the recommendations made.

[http://www.rotherham.gov.uk/info/100004/council\\_and\\_democracy/740/see\\_scrutiny\\_reviews](http://www.rotherham.gov.uk/info/100004/council_and_democracy/740/see_scrutiny_reviews)

To improve public engagement the scrutiny team are currently creating a newsletter (Blog) link from the website which will be more "issue based" giving information about forthcoming reviews and updates on work underway. It is envisaged that this will encourage more on-line communication with us and increase public interest in and awareness of the work of overview and scrutiny by reaching a wider audience and getting more people involved and giving us their views. There is a "Have your say" form on the website to contact us if you want to make a suggestion, submit evidence or have any queries about Scrutiny.

[https://www.rotherham.gov.uk/forms/form/31/en/have\\_your\\_say\\_eform\\_scrutiny](https://www.rotherham.gov.uk/forms/form/31/en/have_your_say_eform_scrutiny)

Another outcome from this review was to further develop links between Area Assemblies and Scrutiny. They are a valuable mechanism for hearing directly from all our communities.

As well as contacting us on-line scrutiny meetings are held in public and have a dedicated slot at each meeting for members of the public to ask questions or raise issues of concern or interest. We are also happy to receive suggestions for future issues or topics for review. Select Commission meetings are generally held in the Town Hall.

Alternatively, you can write, telephone or email:-

Deborah Fellowes, Scrutiny Manager, Rotherham MBC, Rotherham Town Hall, The Crofts, Moorgate Street, Rotherham, S60 2TH.

Tel: 01709 822769 or email: [deborah.fellowes@rotherham.gov.uk](mailto:deborah.fellowes@rotherham.gov.uk)

### Public engagement during the year

The Select Commissions have continued to welcome members of the public to their meetings as observers and co-opted committee members. Scrutiny Members have also valued their input in a number of scrutiny reviews.

We would like to extend thanks to the co-optees that have served on the Commissions in 2013 - 14:

#### Health

Victoria Farnsworth, Speakup  
Robert Parkin, Speakup  
Peter Scholey, Individual  
Russell Wells, National Autistic Society

#### Improving Lives

Ann Clough, ROPES  
Joanna Jones, GROW  
Mark Smith, Children and Young People's Voluntary Sector Consortium

#### Improving Places

Pauline Copnell, RotherFed  
Terry Roche, RotherFed  
Brian Walker, Individual

# Overview and Scrutiny Management Board

Chair: Councillor Glyn Whelbourn

Vice Chair: Councillor Brian Steele



OSMB's remit is as follows:

- Call Ins
- Councillor Call for Action
- Designated Crime and Disorder Committee
- Equalities and Diversity
- Co-ordinate and prioritise annual work programmes
- Assign overview and scrutiny work as appropriate to the various Select Commissions
- Make recommendations to Cabinet, partner agencies and where appropriate direct to Council

## Positive outcomes from our previous reviews

### Children's Commissioner's Day (formerly known as 11 Million Takeover Day)

In 2013, the Youth Cabinet took over an OSMB meeting to discuss transport issues; focusing broadly on safety on buses and at interchanges; and on access to affordable, integrated travel. One year on, as part of the Children's Commissioner's Day meeting, Cabinet Members and officers, and a wide range of other agencies were invited to give an update on progress.

#### *What has resulted:*

- Youth Cabinet members took part in a Regional Transport Summit. From this, young people were invited to take part in the training of new drivers, including making a DVD. They also met with security staff at Rotherham interchange to discuss safety concerns. Young people commented favourably on both initiatives and in particular said staff were far more proactive in addressing anti-social behaviour.
- Other developments include the planned introduction of a new, county-wide concessionary transport ticket for young people.
- Following feedback, South Yorkshire Passenger Transport Executive plan to improve communication to share important messages through social media.
- Further meetings are to take place with South Yorkshire Police on town centre and interchange safety to build on the positive work already taking place.

### Living Wage

This issue was addressed by the Management Board during one of its meetings, having arisen in discussions regarding welfare reform with Cabinet and SLT. The meeting discussed the implications of a migration to the level of the Living Wage, which would be significant for the Council's overall job evaluated pay structure and overall costs and budget pressures. Potentially additional costs could be passed on to other departments as the majority of the relevant jobs affected work in Traded Services.

#### *What has resulted:*

- The meeting considered the full range of potential costs and benefits of adopting the Living Wage.
- The Board supported the proposal for the Council to adopt the Living Wage and forwarded this to the Deputy Leader for consideration.
- The Council has taken a decision to work towards the Living Wage.

### Fuel Poverty

The issue of fuel poverty was identified in the work programme for 2011/12. The forthcoming Green Deal and its potential impact was identified as a key challenge and as such it was retained in the work programme for 2012/13.

## Membership (2013-14)

Cllr Beck	Cllr Currie	Cllr Dalton	Cllr Falvey
Cllr Gilding	Cllr Read	Cllr A Russell	Cllr Sims

## Positive outcomes from our previous reviews

### *What has resulted:*

The procurement of three Green Deal Provider Partners. These organisations will offer Green Deal (GD) and Energy Company Obligation (ECO) measures across the borough. Rotherham borough will be split into three geographical areas, with each partner receiving an equal amount of GD related work. A proposed marketing strategy has been developed and an area based programme of work, prioritising the most vulnerable, is currently being drawn up. The first partnership meeting took place at the beginning of March.

- A £1.3m funding application has been made to the Department of Energy and Climate Change (DECC) Green Deal Communities fund. If successful this funding will help private home owners living in non-traditional housing address hard to heat issues in their homes.
- Fuel poverty training and workshops in the Wentworth and Brampton area, funded by DECC and delivered by National Energy Action.
- Willmott Dixon and Mears (RMBC Contracting Partners) have begun an 'ask me' campaign using the principles of 'Making Every Contact Count' to support clients living in, or at risk of fuel poverty.
- DECC LA Competition (2013/14) – fuel poverty: £400k was successfully received to provide loft and cavity wall insulation to private properties, which wouldn't benefit from ECO related schemes or Green Deal. The first phase delivered 108 measures and 120 measures have been identified for a second phase. It is anticipated that a third phase will be offered but it is unknown at present what amount of funding will be available to spend.
- £2.6m of capital investment has been made during the year to improve the thermal efficiency of the Council's stock: 168 homes are currently receiving external wall insulation in Wath, as are 84 homes in Rawmarsh, 3 homes in Maltby and 14 homes in Swinton. 308 Sedbuk Band A rated boilers have been installed so far this year with a budget of £2.8m.

## OSMB - our work this year

### Children's Commissioner's Day 2014

Context - As part of the ongoing commitment to the Children's Commissioner's Day, members of OSMB supported the Youth Cabinet to scrutinise what support and advice is available to young people around issues of self-harm.

What happened - The Youth Cabinet replicated a scrutiny review, supported by three Scrutiny Members and relevant professionals from Public Health and mental health services, with the young people leading on discussions and questioning. They collected case studies to identify issues around accessing information and support services relating to self-harm. These case studies formed the basis of questioning for providers and commissioners. There were two evidence gathering sessions, with the Youth Cabinet undertaking its own planning and preparation outside of the meetings. Assistance with report writing and forming recommendations was provided by Scrutiny Services.

Outcomes - The Youth Cabinet provided constructive challenge to providers and decision makers; highlighting gaps from the perspective of service users. The recommendations broadly focused on:

- Developing and disseminating a consistent, concise and simple message for use by ALL organisations (including schools, health and social care, youth services, voluntary and community sector) and developing clear, consistent referral routes.
- Involving young people in developing user-friendly information/media messages (including new technology/social media).

# Overview and Scrutiny Management Board

## OSMB - our work this year

- Examining how student access to school nurses can be improved.
- Considering ways in which the service can 'fit' around the young person with appropriate 'out-of-hours' advice/support available.
- Encouraging schools and colleges to establish a forum to share best practice around support and advice (such as work on peer support and strategies to address stress and exam pressure).

On the back of this work, members of the Youth Cabinet were asked to outline their work to a borough-wide conference on suicide prevention.

### Community Safety

Context - The Management Board is responsible for the Council's statutory function to scrutinise the work of the Safer Rotherham Partnership and its Crime and Disorder Plan. This year the Board focused on changes at a national level to Anti Social Behaviour policy and how this was impacting at a local level within Rotherham.

What happened - The Board scrutinised 'Total Anti-Social Behaviour' rates, showing current performance and the direction of travel by Rotherham compared to the other three South Yorkshire authorities, by North, South and Central Rotherham and by Area Assembly. They also received a borough-wide breakdown of the incidence of distinct types of anti-social behaviour, including twelve categories and the three overall categories of Nuisance; Personal; and Environmental. They also considered:-

- the structure of the legislation affecting anti-social behaviour encompassed in the Crime and Policing Bill
- the role and purpose of the Vulnerable Persons' Unit which was relatively newly established in Rotherham and was unique across the country.

Outcomes - The Board requested that further consideration be given to resources across the Rotherham Borough and the wider South Yorkshire region to determine lessons learned in terms of improved outcomes.

The Chair of the Management Board also attended a meeting of the South Yorkshire Police and Crime Panel to discuss Rotherham's priorities in light of the Police and Crime Plan for South Yorkshire and raised the issue of resource allocation across the Rotherham Borough. The Board requested and received a further presentation on the Vulnerable Persons' Unit to ensure that they understood its role and how they might work with them out in their communities.

### Welfare Reform

Context - This was adopted as a theme for the work of the Management Board during 2013/14, in recognition of its significance and likely impact on residents and communities of Rotherham. The main piece of work that came out of this focus was the work on the Department of Work and Pensions (DWP) sanctions, however, issues were considered by the Board throughout the year.

What happened - the Board requested and received information and reports on the following issues:

- Advice in Rotherham (AiR) Partnership, its work with deprived communities in Rotherham and the impact of Welfare Reform on their clients.
- Outcomes from the Census 2011 for Rotherham and the implications for service planning and Scrutiny.

# Overview and Scrutiny Management Board

## OSMB - our work this year

- Reports from Rotherham Partnership's Welfare Reform Steering Group – the Chair represents Rotherham Scrutiny on this group
- Input to the Corporate Plan for Rotherham

Outcomes - This work was predominantly to ensure that Members were more informed about patterns of poverty and deprivation across the Borough and the impact Welfare Reform was having on these. This has been achieved and Board members' awareness of these issues has informed the rest of the work programme, for example, the impact of welfare reform was considered within reviews such as Homelessness and Crime and Reduction. A specific outcome was commissioning the DWP Sanctions review.

### Department of Work and Pensions Sanctions

Context - This review was conducted by a review group from OSMB, Chaired by Cllr Glyn Whelbourn. The review itself was requested by the Leader in his capacity as Chair of the Welfare Reform Steering Group. The purpose of the review was therefore to ensure the DWP's conditionality and sanctions regime is implemented fairly, consistently and flexibly, reflecting the needs and circumstances of claimants, with increased transparency and more effective partnership working.

What happened - The areas of focus for the review were as follows:-

- Understanding the sanction process, including how this is communicated to claimants
- The relationship between JCP and Work Programme (WP) providers and the role of WP providers in making sanctions referrals
- Examining local statistics on the application of sanctions, including if possible, the figures for different claimant groups and comparisons with other areas
- The impact of sanctions and the extent to which local partnership working is mitigating any possible deficiencies or inflexibilities in the system and how relationships can be strengthened

Key findings of the review were grouped under four headings - Communication, Flexibility and Discretion, Vulnerable Claimants, and Local Working Protocol. There is one main recommendation, directed to the partners on the Welfare Reform Steering Group, which is to establish a local working protocol with the aim of ensuring complete fairness in the process of implementing sanctions in Rotherham.

Outcomes - The report is still being considered by the Council's Cabinet, but has been received positively. The impact of the report will also depend on the ability of the Council to influence the Department for Work and Pensions regionally and nationally.

## OSMB - our work programme in 2014-15

### Overall theme - Department of Work and Pensions Work Programme and other initiatives

- \* Children's Commissioner's Day
- \* Deprived Communities

*For further information contact:*

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# Health Select Commission

Chair: Councillor Brian Steele

Vice Chair: Councillor Judy Dalton



The remit is to carry out overview and scrutiny issues as directed by the OSMB in relation to:

- to be the council's designated scrutiny body for any health issue relating to health, wellbeing and the public health agenda
- partnerships and commissioning arrangements in relation to health and well-being and their governance arrangements
- health improvements and the promotion of wellbeing for adults and children of Rotherham
- measures to address health inequality
- food law and environmental health
- issues referred to it by Healthwatch

## Positive outcomes from our previous reviews

### Autistic Spectrum Disorder

An in depth review was conducted due to concern about apparent high levels of diagnosis of Autistic Spectrum Disorder in Rotherham following steady increases in diagnoses over the previous ten years. Diagnosis rates in Rotherham were found to be consistent with national guidelines and partners have made significant progress in raising awareness and successfully identifying ASD as a condition.

#### *What has resulted:*

- The Child Development Centre and Child and Adolescent Mental Health Services (CAMHS) are co-located and now working more closely together, for example on transition between services.
- The Rotherham Charter process offers a package of training, support and accreditation and is being rolled out to an increasing number of Rotherham schools.
- Joint work between the Education Psychology Service and CAMHS is continuing on pathways.

### Residential Homes

In light of budget pressures faced by the Council and the need to identify further budget cuts it was felt that an independent view on the future of the homes would provide a better understanding of value for money, outcomes and quality of service provision, and the potential impact of budget cuts on this.

#### *What has resulted:*

- As recommended by the review budget hours allocated per week for care delivery remains at 25 hours per resident.
- A Handyperson is now employed at each home, reducing costs on minor repairs and improving the fabric of the homes as small repairs are carried out immediately as needed.
- Staff structures were revised and staff appointed to the new roles in October 2013, followed by recruitment for the small number of remaining vacancies, after the recruitment freeze was lifted.
- Revised shift patterns for all staff ensure staffing requirements and service provision is carried out safely to meet essential standards and service user assessed needs.

### Continuing Health Care (Joint review with Improving Lives)

In Rotherham spend on CHC by the NHS is lower than that of surrounding and statistical neighbours, which has an impact on the Council's social care budget. Anecdotal concerns were also raised in relation to the service user experience of the CHC process and time taken to receive a decision.

#### *What has resulted:*

- A joint NHS/RMBC senior management working group agreed a set of actions to ensure more effective multi disciplinary working in order to deliver better outcomes for customers.
- Local case studies, with examples of completed and anonymised Decision Support Tools, will be used in training to ensure staff learn from the experience of Rotherham customers.
- RMBC CHC champions now attend ratification panels as part of the Multi Disciplinary Team.

## Membership (2013-14)

Cllr Barron  
Cllr Hoddinott  
Cllr Sims

Cllr Beaumont  
Cllr Kaye  
Cllr Watson

Cllr Goult  
Cllr Middleton  
Cllr Wootton

Cllr Havenhand  
Cllr Roche

### Positive outcomes from our previous reviews

#### Rotherham Hospital

As a result of local difficulties being experienced managerially and financially within Rotherham Hospital, and national concerns following the Staffordshire situation, Members wanted to meet with management of Rotherham Foundation Trust to understand how the challenges were being met.

#### *What has resulted:*

This is an ongoing area of work as HSC is continuing to meet regularly with the management team at the hospital to scrutinise their action plans on areas such as financial management, staffing, the cost improvement programme, patient care and quality, service transformation and collaborative work with other trusts.

### HSC - our work this year

#### Hospital Discharges

Context - The key focus for the review was the perception, based on anecdotal evidence, that there was a problem with out of hours discharges (late at night or weekends) and patients being discharged without adequate support arrangements in place. The review therefore considered to what extent this perception was based on the true picture.

What happened - Following an initial report to HSC a focused spotlight review was carried out. The aims were to define a good discharge; understand how to identify a failed discharge and explore reasons for a failed discharge; consider patient experience; and to look at discharge arrangements for those with or without a care plan. Preparation for the review resulted in a commitment by officers to carry out a business re-engineering review of the whole system, which was welcomed by Members.

Outcomes - Factual evidence did not support the perceived problems about discharges as the number of failed/delayed discharges is less than 1%. Nevertheless Members noted the potential impact on patients and families who do have an unsafe discharge. Their recommendations have the potential to improve outcomes for these patients, such as greater involvement of community services in complex cases and improved communications with staff as well as patients and families.

#### Support for Carers (Joint review with Improving Lives)

Context - Following a Member seminar on dementia and ensuing discussion about the vital role and contribution of carers in Rotherham it was agreed to initiate a review of support for carers. The purpose was to establish the extent to which carers in Rotherham are able to access the right information at the right time, enabling them to access support and services that meet any specific needs they have as carers and also helping them to maintain their own health and wellbeing.

What happened - A joint review was carried out and evidence gathering comprised an on-line survey for carers, supplemented by direct engagement with carers at two events, followed by two small discussion groups, ensuring that the views of carers were integral to the review. Further evidence was provided by Council officers and witnesses from partner agencies in health and the voluntary and community sector. The review explored whether carers generally identify themselves as carers and where they go for initial and ongoing support, as well as how current information could be improved.

Outcomes - The recommendations focus on increasing the number of people recognising themselves as carers and seeking support for this vital role; ensuring that support for carers includes emotional support; developing a multi agency "carers pathway"; and increasing the number of carers receiving a carers assessment, reviewed annually. These need to link in with the wider NAS carers review.

# Health Select Commission

## HSC - our work this year

### Childhood Obesity

Context - A performance update report across all Corporate Plan outcomes to Self Regulation Select Commission showed Outcome No. 21 – “More people are physically active and have a healthy way of life” was rated as red. Following a further report on Childhood Obesity to SRSC a subsequent referral was made to Health Select Commission to consider service re-commissioning.

What happened - A small working group considered this issue over two meetings. The first focused on the local context, Rotherham’s Healthy Weight Framework (which brings together strategies both to prevent and treat obesity) and details of current services. The second included evidence from other services such as Planning, Healthy Schools, Finance and Leisure, as Members wished to explore additional areas that could contribute to preventive activity.

Outcomes - Members noted the positive work taking place already and stressed the importance of connectivity across the Council with wider policies needing to support reducing childhood obesity, which was reflected in their recommendations. Weight management service specifications are being reviewed prior to re-commissioning with a new data management system to enable better performance monitoring. The new school nurse specification has also been strengthened regarding referrals and signposting to weight management services.

### Access to GPs

Context - This review was prioritised in the work programme for 2013-14, as Members had raised concerns about waiting times for appointments on the basis of anecdotal information from the public. The purpose was to identify any anomalies, issues or barriers that impact on patients in Rotherham accessing their GP and in particular in respect of obtaining a convenient appointment within 48 hours.

What happened - A full scrutiny review was carried out with evidence from a number of sources including round table discussions and written evidence from health partners, desktop research and fact finding visits to four GP practices. National GP Patient Survey data was analysed to compare Rotherham with the national picture and to compare individual practices. Key aims were to establish the respective roles and responsibilities of NHS England and GP practices with regard to access to GPs, to identify national and local pressures that impact on access to GPs and to explore how GP practices manage appointments and promote access for all patients.

Outcomes - Although this review is still progressing through the Executive and health partners, it is hoped the recommendations will lead to positive changes locally to improve access to GPs whilst the planned changes at national level are being worked through, as patient experience does vary.

## HSC - our work programme in 2014-15

### Overall theme - Mental Health and Wellbeing

- \* Improving health outcomes in Rotherham
- \* Child and Adolescent Mental Health Services (CAMHS)
- \* Nurses in Special Schools

*For further information contact:*

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# Improving Lives Select Commission

Chair: Councillor Ann Russell

Vice Chair: Councillor Chris Read



The remit is to carry out overview and scrutiny issues as directed by the OSMB in relation to:

- the Every Child Matters agenda (note Health Overview and Scrutiny Select Commission responsibilities)
- the 'Think Family' and early intervention/prevention agendas
- other cross-cutting services provided specifically for children and young people
- employment and skills development.
- non-health related adult social care

## Positive outcomes from our previous reviews

### School Governors

Improving Lives Select Commission undertook a review of the role of the local authority in supporting governing bodies and received an update of progress to implement the accepted recommendations.

#### *What has resulted:*

- Following the review, Task Groups had been established focusing on induction and training, the role of Local Authority Governors and strengthening levels of support and challenge. These groups had been tasked with identifying and developing areas of good practice, including the use of peer mentoring and training opportunities.
- The development of online resources for school governing bodies to distribute in the winter term.
- Some aspects of implementation of the review have been delayed pending changes to national policy on governor recruitment, which was issued after the review was completed. However, the commission will seek an update in respect of these issues in the next progress report.

### Improving Outcomes for Looked After Children

Following the scrutiny review of the Council's corporate parenting arrangements, the Commission receives regular updates on improving outcomes for looked after children. One of the roles of overview and scrutiny members is to ask questions of a range of service providers and assure themselves that children in the care of the local authority are being well looked after. The commission used the guidance issued by the Centre for Public Scrutiny - "10 questions to ask if you're scrutinising services for looked after children?". The questions cover a range of issues which should establish whether the services provided by the local authority and its partners are leading to positive outcomes for children and young people in care.

#### *What has resulted:*

Building on the findings and recommendations of the previous scrutiny review of the Council's corporate parenting arrangements undertaken in 2010, officers carried out a thorough self-assessment detailing performance and highlighting gaps against each of the '10 questions'. The commission asked questions about action to improve placement stability and educational attainment; emotional wellbeing and physical health; and how outcomes for care leavers can be improved. Members analysed trends and performance information, including inspection reports, to assess how well RMBC was doing in comparison with its neighbours and against national targets. The commission received assurances that governance arrangements were robust and that the corporate parenting panel, established as part of the recommendations from the review, played a key role in driving performance and improving outcomes for the Borough's looked after children.

For the joint review of **Continuing Health Care** see Health Select Commission.

## Membership (2013-14)

Cllr Ali  
Cllr Dodson  
Cllr License

Cllr Astbury  
Cllr Donaldson  
Cllr Pitchley

Cllr Buckley  
Cllr J Hamilton  
Cllr Robinson

Cllr Burton  
Cllr Kaye  
Cllr Roddison

Cllr Clark  
Cllr Lelliott  
Cllr Sharman

## ILSC - our work this year

### Domestic Abuse

Context - The aim of the review was to establish how well different agencies work together to support women and men and their families who have experienced domestic abuse, in order to identify opportunities to work more effectively and efficiently, and to respond to future challenges.

What happened - We spoke to a wide range of witnesses and agencies as part of the review and established that agencies are working together well to protect victims where there is risk of serious harm. However, the review concluded that there are opportunities to work better together, particularly at standard and medium risk level to stop further escalation.

Outcomes - The review made twenty recommendations. In brief these focus on

- Commissioning and funding
- Strategy – to ensure a consistent approach in key strategies to address domestic abuse
- Roles and responsibilities – reviewing the structures, communications and governance arrangements to clarify and reaffirm roles and responsibilities
- Protocol and process – ensuring consistency in assessment by all agencies; developing a standard multi-agency protocol and process to ensure consistency and common pathways across all risk levels
- Prevention and early intervention.

A major development since the review is the mainstreaming of funding for the Independent Domestic Violence Advocates. Governance arrangements have also been clarified to ensure that there is a Cabinet lead. A further update on progress is expected in Autumn 2014.

### Arrangements to Counter Child Sexual Exploitation in Rotherham

Context - As part of its work programme, the Improving Lives Select Commission agreed to hold a single issue meeting focusing on how agencies in Rotherham work together to counter child sexual exploitation (CSE) in Rotherham and the actions taken to keep children and young people safe.

What happened - In June 2013, the commission received a report detailing the single multi-agency approach taken to counter CSE. Given that this issue is in the public gaze, this spotlight review focused on current activity and progress.

The commission invited a wide range of agencies including health, social care and the police to explain their roles and answer detailed questions. Prior to the meeting Scrutiny Members examined detailed reports and actions plans, including recommendations from the Home Affairs Select Committee, and used these as a basis for their questioning.

Outcomes - ILSC members scrutinised each of the action plans, seeking clarification and challenging performance; holding each of the partner agencies to account. They were satisfied that there was clear evidence that agencies were working collaboratively to raise awareness, protect those at risk and pursue perpetrators. The Commission were reassured that the issue had been prioritised by the

# Improving Lives Select Commission

## ILSC - our work this year

Local Safeguarding Children Board and best use was being made of the available budgets and resources. The ILSC has committed to revisit the action plans on an annual basis to ensure that progress is maintained.

### Families for Change

Context - As well as responding to Safeguarding issues the Commission has also welcomed the opportunity to shape some of the key policies and strategies that could have a real impact on young people across Rotherham. The Department of Communities and Local Government (DCLG) launched their Troubled Families Initiative in April 2012. Rotherham has responded to this initiative by delivering the Families for Change programme. Operational implementation has now been underway for almost 18 months (since January 2013).

What happened - The commission received a detailed presentation on the programme and examined the outcomes of the work – in relation to payment by results outcomes, the impact on families, and learning that may inform future service delivery. Scrutiny members also examined three case studies, which focused on the family background, multi-agency involvement and outcomes of interventions.

Outcomes - The case studies established:

- That the involvement of the lead worker leads to better outcomes for families; signposting them to both general and specialist services and providing advocacy where required.
- Services provided to families are co-ordinated, with a coherent package of support provided across different agencies.
- The need to improve information sharing across partner agencies to ensure 'joined up services'
- Some specific gaps in service, for example, to provide whole-family support for families affected by domestic abuse. However, the Families for Change work has commissioned specific pieces of work with a targeted cohort of families, tracking the impact of therapeutic interventions.

For the joint review of **Support for Carers** see Health Select Commission.

## ILSC - our work programme in 2014-15

### Overall theme - Safeguarding

- \* Domestic Abuse - monitoring
- \* Forced Marriage
- \* Child Sexual Exploitation
- \* Neglect

*For further information contact:*

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# Improving Places Select Commission

Chair: Councillor Jacquie Falvey

Vice-chair: Councillor Kath Sims



The remit is to carry out overview and scrutiny issues as directed by the OSMB related to:

- Community cohesion and social inclusion
- Tourism, culture and leisure
- Housing and Neighbourhood strategies
- Economic development and regeneration strategies
- Environment and sustainable strategies

## Positive outcomes from our previous reviews

### Grounds Maintenance

The initial review of Grounds Maintenance and Street Cleansing services was undertaken by the Improving Places Select Commission in July 2012. Since that time detailed action plans have been produced and the Commission have reviewed progress against this.

*What has resulted:*

- Adaptation of machinery/equipment (e.g. different mowing machines/street cleansing vehicles)
- Changes to methods of operation (e.g. introduction of wild flower schemes, areas of relaxed maintenance, and alternative approaches to scheduled work)
- Identification of additional resources to provide a greater number of grass cuts on certain housing sites (Note: the sustainability of this is uncertain due to budget constraints)

### Section 106 Agreements

Members had expressed concern regarding lack of information about how this source of funding is utilised by the Council, particularly with regard to addressing the shortage of school places (which was considered by ILSC).

*What has resulted:*

- Establishment of a corporate group of officers which meets regularly to monitor, update and review the Section 106 policy and process and to consider any individual issues which have implications across the various directorates. This group includes the Chair of IPSC.
- In order that the group may also deal with the Community Infrastructure Levy in the future, it has been re-named the “Corporate Infrastructure Delivery Group”.
- Members have a better understanding and overview of S106 monies.

### Potholes

Members requested this work because of the high levels of public complaints and concerns it causes. They received a detailed report from Streetpride early in the year, with a follow up report on the Multi-hog machine later on.

IPSC had previously considered a comprehensive report regarding road maintenance and in particular the approach to repairing potholes. Members have since received information on the provisional results of the trials of the new method of repairing highway defects (potholes) using the Multihog.

*What has resulted:*

- The cost of the new method of permanent repair (per m<sup>2</sup>) is about 30% less than the traditional method of dealing with potholes and has a life expectancy about five times greater.
- Undertaking permanent repairs will help slow down the rate of deterioration of the network.

## Membership (2013-14)

Cllr Andrews	Cllr Astbury	Cllr Atkin	Cllr Dodson	Cllr Ellis
Cllr Foden	Cllr Gilding	Cllr Godfrey	Cllr Gosling	Cllr N Hamilton
Cllr Jepson	Cllr Johnston	Cllr Pickering	Cllr Read	Cllr Roche
Cllr P Russell	Cllr Swift	Cllr Vines	Cllr Wallis	Cllr Whysall

### Positive outcomes from our previous reviews

- The new 48 hour target for removing the safety defect has not caused any increase in the number of claims for damage against the Council.
- The Multihog shall be used to support Winter Service and other general works.
- That funding opportunities are investigated to support both the traditional safety defect repair method and the addition first fix method.

## IPSC – our work this year

### Homelessness

Context - The need for this review was identified as part of the service review and improvements process by Neighbourhoods and Adult Social Services and was referred to the Improving Places Select Commission to be progressed. In particular Members were concerned about the implementation of the new Welfare Reform policy.

What happened - Statistical information was provided to Members by the Housing Option Team on homelessness and the Income Team in relation to the effect of welfare reforms, plus details of consultation carried out on both the housing strategy and the homelessness strategy. Members undertook site visits to two locations to examine the various kinds of crash pads available for use by Key Choices. One of these visits included meeting some tenants, who shared their experiences with review group members. The scope of the review included a short term focus on temporary accommodation and improving information available to clients and a longer term focus on sub-regional collaboration.

Members also considered:

- Identifying plans to re-populate the town centre(s) via empty properties, flats over shops etc.
- The partnership with private sector landlords to improve housing choices and the potential impact on the prevention of homelessness.
- An update on efforts to enforce and improve standards within the private rented sector.

Outcomes - Recommendations from the review will hopefully lead to a further improved homeless service and will work towards better partnership working both with private landlords and across South Yorkshire. The response of the Executive to this review is due late Summer 2014.

### Customer Service Centres and Libraries

Context - During 2012-13 a number of changes were made to the way the Council delivers Customer and Library Services. These included closure of some libraries and customer service centres, changes to library opening hours and changes to the way these services can be accessed.

What happened - Members reviewed the impact of library closures and changes to opening times, and the implementation of the joint library and customer service model, both in terms of staffing changes and customer feedback and perception.

Outcomes - Members recommended that in light of continuing pressures on service delivery and reductions in local authority budgets the example of the provision of services from the Mowbray Gardens centre be used as a template for centres throughout the borough area.

# Improving Places Select Commission

## IPSC – our work this year

### Allocations Policy

Context - RMBC's Allocations Policy was last substantially amended in January 2010, and 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. It was also reviewed because of the size of the Housing Register and the likelihood it will increase, to take account of the circumstances of local people and firmly base the policy on addressing housing need.

What happened - IPSC members conducted a spotlight review of the policy in July 2013, in order for them to understand the situation fully and to make an informed input to the member consultation on the new policy. Officers took members through all of the issues with the current policy, what circumstances had changed and provided a number of detailed options for them to consider. This piece of work was an excellent example of the role Scrutiny can play in policy development, allowing Cabinet to take more meaningful decisions with the backing of the non-executive members.

Outcomes – Members of the Select Commission made 15 very clear recommendations for Cabinet to consider when deciding on the revised policy, and included some fairly substantive changes to the way the Housing "waiting list" be managed and operated in the future. In particular they recommended that the general waiting list be replaced with a Register of Housing Need. Other recommendations related to categories of housing need, the way properties are advertised and downsizing. All recommendations were considered and adopted by Cabinet.

### Supporting the Local Economy

Context - Due to the changes to Local Government finance and in particular business rates, it was agreed the Council needed to focus on ways to support the local economy to generate an increase in business rates, generating employment and training opportunities for local residents and stimulating the multiplier effect, retaining as much private sector investment in the local economy as possible.

What happened – The review received evidence from a number of Council officers, the Chamber of Commerce, some key private sector employers and the consultant pulling together Rotherham's growth plan as part of the Sheffield City Region plans. Particular focus was on the impact of an increase/decrease in business rates on the Council finances and how some key Council services could further support economic growth - Asset Management, Transport, Planning and Housing.

Outcomes – The review is currently being finalised and progressing through the decision making process. It is envisaged that long term potential outcomes from the review will be increased employability/employment for local residents, with a positive impact on the most deprived communities, and income generation for the Council via business rates.

## IPSC - our work programme in 2014-15

### Overall theme - Supporting the Local Economy

<ul style="list-style-type: none"> <li>* Asset Management</li> <li>* Damp and Condensation in Council Housing</li> <li>* Selective Licensing</li> </ul>	<ul style="list-style-type: none"> <li>* Green Energy</li> <li>* Grounds Maintenance</li> </ul>
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*For further information contact:*

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# Self Regulation Select Commission

Chair: Councillor Simon Currie

Vice Chair: Councillor Dominic Beck



The remit is to carry out overview and scrutiny issues as directed by the OSMB related to:

- the Council's self assessment processes as part of the self-regulation framework
- issues and actions emerging from external assessments (peer review, inspection etc.)
- monitoring and holding to account the performance of service delivery within RMBC and its partners etc. with particular reference to the Corporate Plan and Sustainable Community Strategy
- scrutinising and monitoring whether efficiency savings are achieved or exceeded
- co-ordinating the carrying out of value for money reviews
- scrutinising the annual budget setting process
- monitoring the Council budget and MTFS

## Positive outcomes from our previous reviews

### District Heating

The select commission received a report to its January meeting outlining proposals for housing rent increase 2012/13, which included charges for heating in those areas covered by district heating. The report outlined that the scheme did not secure full recovery of its costs and despite action to address this, it had not proved possible due to significant increases in fuel charges and other factors.

#### *What has resulted:*

- As a result of the scrutiny review, officers have moved away from the previous 'silo' approach to managing the service and now have a much closer working relationship across the Directorates. This has meant that a number of review recommendations have been resolved ahead of plan and has led also to significant improvements in income recovery.
- Separately, the new approach has enabled acceleration of Renewable Heat Incentive (RHI) claims, working alongside the bio-mass fuel providers.
- A major recommendation was to undertake a stock condition survey of all 18 schemes. This began in earnest in June 2013, using an in-house team with specialist contractors brought in as necessary. This arrangement has the added benefit of an immediate start, whilst further improving retained knowledge in relation to district heating schemes.

### Budget Scrutiny

Since 2010, the Council has faced reductions to its budget in the region of £70m. Last year, over £20m savings were required. The Cabinet's task to allocate resources is very difficult and the scale of these spending reductions has necessarily made an impact on services and the way they are delivered.

#### *What has resulted:*

- Self-Regulation Select Commission continues to examine the budget proposals at key stages in the process; with opportunities to question and challenge Strategic Directors and Cabinet Members.
- Following the 2012 scrutiny review, Members changed their approach to scrutinizing the budget setting process and this revised process in essence holds decision makers and senior officers to account by testing the budget proposals and providing challenge about budgetary allocations.
- Whilst tangible outcomes from this process are difficult to measure, by providing 'checks and balance', Self-Regulation endeavour to question budgetary allocations on an informed and timely basis.

## Membership (2013-14)

Cllr Ahmed  
Cllr J Hamilton  
Cllr Watson

Cllr Atkin  
Cllr Mannion

Cllr Beaumont  
Cllr Sharman

Cllr Ellis  
Cllr Tweed

Cllr Godfrey  
Cllr Vines

### SRSC - our work this year

#### Commissioning and Procurement

Context - The drive to make cost efficiencies in Council budgets is reflected in the way that services and goods are commissioned and procured. Adding to this, the funding of local government is also changing; with diminishing central government grants and increased reliance on generating local business rates.

Against this backdrop, with a local economy still struggling to emerge from the recession, the review focused on how we can use the Council's buying and spending power to provide quality services whilst maximising support to local businesses and voluntary sector providers.

What happened - The review spoke to representatives of small businesses and the voluntary and community sector. It examined procurement and commissioning practice from comparator authorities and undertook a desktop review of research in this field. In addition, Members spoke to a range of senior officers with responsibility for procurement and commissioning to consider current practice in order to establish if there are greater opportunities for Council's resources to the targeted locally whilst securing best value for money. This review complemented the Supporting the Local Economy review carried out by the Improving Places Select Commission.

Outcomes - Although this review is still progressing through the reporting structures, the review established that the commissioning and procurement functions had contributed to significant savings for the Council. However there was a view that there could be a greater emphasis on the importance of doing business locally within Rotherham to grow and sustain the local economy.

#### Performance Monitoring – Corporate Plan Outcomes

Context - With the refresh of the Corporate Plan, a working group was set up to discuss how performance information is reported and how this can be used by Members to provide constructive challenge and scrutinise corporate performance effectively.

What happened - The new reporting format is based on the twelve priority areas outlined in the Corporate Plan, based under four themes. The working group discussed with officers the rationale behind each of the targets and offered suggestions where measures could be improved or where a greater level of detail was required. These suggestions have been incorporated within, or have informed, the refreshed performance management framework.

Outcomes - On the basis of discussion with Members, officers in the Performance and Quality team have refined their performance reports. Members welcomed the consistency in approach to service planning and performance reporting, linking it to the wider Corporate Plan. The outturn report will be submitted, followed by a six months progress report. A subsequent meeting will be scheduled at the year end to investigate areas of persistent under performance or service concerns, which may lead to a more in-depth scrutiny review.

# Self Regulation Select Commission

## SRSC - our work this year

### Budget Scrutiny

Each year Self-Regulation Select Commission continues to examine the budget proposals at key stages in the process; with opportunities to question and challenge Strategic Directors and Cabinet Members. As part of this scrutiny process members ask questions to clarify:

- The impact of sustained cuts on performance and the changing policy agenda (e.g. Welfare Reform) and how services will be delivered into the future to meet Council priorities.
- How service changes and reductions are communicated to the wider public.
- The impact of service changes on vulnerable groups, and how these are mitigated.

### Our Wider Work

Self-Regulation's 2013/14 work programme has been wide-ranging. In addition to the work outlined above, as with previous years, the work programme has focussed on providing robust challenge through its monitoring of key council processes such as its complaints and compliments annual report and regular budget monitoring.

Given the scale of budget reductions across directorates, the commission analysed the data and trends contained in the complaints and compliments report to see if there was early indication of poor or declining performance. Members were reassured that directorates had robust performance mechanisms to address these issues. The Commission had previously commented on the consistency of complaints handling across each of the directorates, and were pleased to note that there was greater uniformity in the way that customer feedback was addressed.

The budget process is not a one-off event; challenging how well the Cabinet and senior officers are managing the budget is a rolling process. It is worth commenting, that despite considerable and unprecedented budget pressures, the council managed to deliver its priorities within its allocated resources. SRSC received regular reports on the revenue and capital budgets; and was able to challenge performance and value for money. As with the budget-setting process, individual cabinet members and directors were held to account for spending decisions and forecasts.

## SRSC - our work programme in 2014-15

### Overall theme - Budget and Performance

- \* Budget
- \* Corporate Plan
- \* Workforce Planning
- \* Impact of Budget Savings
- \* Complaints and Compliments

*For further information contact:*

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# Select Commissions

## 2014 - 15

### Overview and Scrutiny Management Board

Chair: Cllr Glyn Whelbourn



Vice Chair: Cllr Brian Steele

Meets on Fridays at 9.00am on a monthly basis

Cllrs Ahmed, Currie, Hoddinott, Middleton, Parker, Read, Russell, Sims, C Vines, Watson

The commission is supported by: Deborah Fellowes - Tel: 01709 822769

The Board is supported by:

### Self Regulation

Chair: Cllr Simon Currie



Vice-Chair:  
Cllr Gordon Watson

Meets (generally) at 3.30pm on  
Thursdays at 6 weekly intervals

Cllr Beaumont      Cllr Johnston  
Cllr Cutts      Cllr Reeder  
Cllr Ellis      Cllr Sansome  
Cllr Godfrey      Cllr Sharman  
Cllr J Hamilton      Cllr Tweed

The commission is supported by:  
Caroline Webb - Tel: 01709 822765

### Improving Lives

Chair: Cllr Ann Russell



Vice-Chair:  
Cllr Shabana Ahmed

Meets (generally) at 2.00pm on  
Wednesdays at 6 weekly intervals

Cllr Ali      Cllr Dodson  
Cllr Astbury      Cllr Elliott  
Cllr Buckley      Cllr Reynolds  
Cllr Burton      Cllr Roddison  
Cllr Clark      Cllr Turner

The commission is supported by:  
Caroline Webb - Tel: 01709 822765

### Improving Places

Chair: Cllr Chris Read



Vice-Chair:  
Cllr Kath Sims

Meets (generally) at 1.30pm on  
Wednesdays at 6 weekly intervals

Cllr Andrews      Cllr Gilding  
Cllr Atkin      Cllr Gosling  
Cllr Cowles      Cllr N Hamilton  
Cllr Finnie      Cllr Roche  
Cllr Foden      Cllr Wallis

The commission is supported by:  
Deborah Fellowes - Tel: 01709 822769

### Health

Chair: Cllr Brian Steele



Vice-Chair:  
Cllr Emma Hoddinott

Meets (generally) at 9.30am on  
Thursdays at 6 weekly intervals

Cllr Dalton      Cllr Robinson (tbc)  
Cllr Havenhand      Cllr Swift  
Cllr Hunter      Cllr M Vines  
Cllr Kaye      Cllr Whysall  
Cllr Jepson      Cllr Wootton

The commission is supported by:  
Janet Spurling - Tel: 01709 255421

If you or someone you know needs help to understand or read this document, please contact us:

Tel: 01709 822776

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or by email to: [scrutiny.works@rotherham.gov.uk](mailto:scrutiny.works@rotherham.gov.uk)

#### Slovak

**Ak vy alebo niekto koho poznáte potrebuje pomoc pri pochopení alebo čítaní tohto dokumentu, prosím kontaktujte nás na vyššie uvedenom čísle alebo nám pošlite e-mail.**

#### Kurdish Sorani

نەگەر تۆ بان کەسیتی کە تۆ دەنیاسی پەنويستی بەپارامەتى ھەبىت بۆ نەوەی لەم بەلگەنامە يە تۆپگەت بان پەخۇنىتىمۇ، تکابە پەپۇەندىيەمان پېنۋە بىكە لەسەر نەو ۋەزىەت سەرەوەدا بان بەو نىمەتى.

#### Arabic

إذا كنت أنت أو أي شخص تعرفه بحاجة إلى مساعدة لفهم أو قراءة هذه الوثيقة، الرجاء الاتصال على الرقم أعلاه، أو مراسلتنا عبر البريد الإلكتروني

#### Urdu

اگر آپ یا آپ کسی جانے والے کسی شخص کو اس دستاویز کو سمجھنے یا پڑھنے کیلئے مدد کی ضرورت ہے تو برائی مہرباتی منتدرجہ پالا نمبر پر ہم سے رابطہ کریں یا ہمیں ای میل کریں۔

#### Farsi

اگر چنان عالی یا شخص دیگری که شما اورا می شناسید برای خواندن یا فهمیدن این مدارک نیاز به کمک دارد لطفاً با ما بوسیله شماره بالا یا ایمیل تماس حاصل فرمایید.

#### Slovensky

**Ak vy alebo niekto koho poznáte potrebuje pomoc pri pochopení alebo čítaní tohto dokumentu, prosím kontaktujte nás na vyššie uvedenom čísle alebo nám pošlite e-mail.**

#### کوردی سۆرانی

نەگەر تۆ بان کەسیتی کە تۆ دەنیاسی پەنويستی بەپارامەتى ھەبىت بۆ نەوەی لەم بەلگەنامە يە تۆپگەت بان پەخۇنىتىمۇ، تکابە پەپۇەندىيەمان پېنۋە بىكە لەسەر نەو ۋەزىەت سەرەوەدا بان بەو نىمەتى.

#### عربى

إذا كنت أنت أو أي شخص تعرفه بحاجة إلى مساعدة لفهم أو قراءة هذه الوثيقة، الرجاء الاتصال على الرقم أعلاه، أو مراسلتنا عبر البريد الإلكتروني

#### لردو

اگر آپ یا آپ کسی جانے والے کسی شخص کو اس دستاویز کو سمجھنے یا پڑھنے کیلئے مدد کی ضرورت ہے تو برائی مہرباتی منتدرجہ پالا نمبر پر ہم سے رابطہ کریں یا ہمیں ای میل کریں۔

#### فارسی

اگر چنان عالی یا شخص دیگری که شما اورا می شناسید برای خواندن یا فهمیدن این مدارک نیاز به کمک دارد لطفاً با ما بوسیله شماره بالا یا ایمیل تماس حاصل فرمایید.