

## **CABINET MEMBER FOR COMMUNITIES AND COHESION**

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

**Date: Monday, 28th April, 2014**

**Time: 12.00 p.m.**

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

1. To determine if the matters are to be considered under the categories suggested, in accordance with Part 1 (as amended March 2006) of Schedule 12A to the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for absence.
4. Declarations of Interest.
5. Minutes of the previous meeting held on 21st March, 2014. (Pages 1 - 5)
6. Rotherham Integrated Youth Support Service - update.
  - Head of the Rotherham IYSS (Schools and Lifelong Learning, Children and Young People's Services Directorate) to report.
7. ICIB - update. (Pages 6 - 10)
  - Community Engagement Manager (Housing and Neighbourhood Services, Neighbourhood and Adult Services Directorate) to report.
8. Date and time of the next meeting: -
  - Monday 23<sup>rd</sup> June, 2014, to start at 12.00 noon in the Rotherham Town Hall.

**CABINET MEMBER FOR COMMUNITIES AND COHESION  
21st March, 2014**

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

Apologies for absence:- Apologies were received from Councillors Burton.

**E54. DECLARATIONS OF INTEREST.**

No Declarations of Interest were made.

**E55. MINUTES OF THE PREVIOUS MEETING HELD ON 24TH FEBRUARY, 2014.**

The minutes of the previous meeting of the Cabinet Member for Communities and Cohesion held on 24<sup>th</sup> February, 2014, were considered. The Cabinet Member received matters arising updates relating to the decisions made.

Resolved: - That the minutes of the previous meeting held on 24<sup>th</sup> February, 2014, be agreed as an accurate record.

**E56. PREVENT UPDATE.**

Consideration was given to the update presented by the Community Engagement Manager (Housing and Neighbourhood Services, Neighbourhood and Adult Services Directorate) on behalf of the Prevent Local Lead, South Yorkshire Police, who had given her apologies.

The update covered: -

- Prevent Silver meetings were being chaired by Superintendent Paul McCurry;
- The Silver meetings were directing work that was taking place to highlight and engage vulnerable groups including work with Local Authority Partners and training and awareness raising sessions;
- Using local demographic information to help plan and commission activity;
- Project Shanaz was a thread of the Prevent work stream. This included the provision of a platform and voice for women in the areas relating to Prevent work. Rotherham was due to host a strategic meeting on project Shanaz for delegates from across the UK;
- The Rotherham policing district had formed a new Independent Advisory Group that would meet bi-monthly and be chaired by Chief Superintendent Harwin. Membership of the group consisted of community representatives. The remit of the group was to provide a transparent consultation process, to encourage dialogue

and a platform for developing areas of work, including the Policing Protests Matrix.

Discussion ensued and the following areas were raised: -

- The Cabinet Member would welcome sight of the evaluation that had taken place on the programmes in place for working with individuals who posed a risk under the Prevent agenda;
- Further information was required by the Cabinet Member in order for him to have a complete picture about the level of need in Rotherham relating to the Prevent agenda.

The Cabinet Member requested on-going updates from the Silver meeting and to be kept informed about the work of Prevent on a regular basis.

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

(2) That regular updates on the Prevent agenda be brought to the Cabinet Member for Community and Cohesion's meetings.

#### **E57. ROTHERHAM INTEGRATED YOUTH SUPPORT SERVICE - UPDATE.**

Consideration was given to the update provided by the Head of the Rotherham Integrated Youth Support Service (Schools and Lifelong Learning, Children and Young People's Services Directorate).

The Head of Service reported on the activities of the Service over the past month since the previous report: -

- **Re-alignment Processes** – The process was continuing to be on target to meet the required timescales and achieve the required savings. Expressions of interest for posts at risk were currently being submitted and interviews would start from 31<sup>st</sup> March, 2014. From 1<sup>st</sup> April, 2014, the Service would provide open access two nights per week in every local centre. Detached provision would remain at four nights per week in each local area;
- The Integrated Youth Support Service's consultation document was shared. It was noted that the number of full-time equivalent posts that would be lost was now 17.09, which was a reduction from 22. This was a result of successful applications for voluntary severance;
- The Service was facilitating interview technique courses for all staff members who expressed an interest;
- There would be some movement of staff members into different posts and areas, but every effort would be made to preserve relationships between young people and workers.
- **Quality Assurance** – The Service was developing a straightforward performance information dashboard. This document would be set within the Service's Specification and Quality Standards document.

The dashboard aimed to provide an 'at a glance' description of the Service's activities. Work was continuing to capture the voice of young people in the dashboard, as well as the total number worked with, the Service's reach and the outcomes for young people.

- **Integrated Youth Support Service Quality Mark** – Before the second re-alignment process commenced, the Service had commissioned work to be assessed for a Quality Mark. A decision was taken to continue with this during the current economic climate as the Service expected to continue to deliver a quality service despite the reductions. The Quality Mark included undertaking a detailed self-assessment, and a visit from an inspector over three-days to test the evidence delivered through the self-assessment. The bid had been made in conjunction with the Voluntary and Community Service Partners GROW, Rotherham United and Refuge. If the process was successful, the Partners would also be able to use the Integrated Youth Support Service's Quality Mark.
- The Service was undertaking the National Citizenship Service Scheme in partnership with Rotherham United. A total of 105 places would be available for Rotherham's young people.

The Cabinet Member thanked the Head of Service for her update and placed on record his recognition of the continuing positive work of the Service.

Resolved: - That the information shared be noted.

**E58. ROTHERHAM IYSS - YOUTH OFFENDING SERVICE - QUARTERLY PERFORMANCE REPORT.**

Consideration was given to the report presented by the Head of the Youth Offending Service (Integrated Youth Support Service, Schools and Lifelong Learning, Children and Young People's Services Directorate). The report gave a quarterly update on the Service's direction of travel and, where necessary, outlined the details of actions to maintain and/or improve performance across the Service.

The performance indicators that were used within the Youth Offending Service were outlined (YOS1 to YOS9), along with any 'related measure', such as a National Indicator, the 'target', 'performance', 'definition/comments' and the current RAG status.

Exception reporting was used for the 9 performance indicators when performance was rated as amber or red. Exception reporting had been used in this Quarter's report for YOS1 (First Time Entrants) and, although not currently judged to be amber or red, YOS7 (Quality of Cases).

This was the first Quarter since the inception of the YOS1 target in 2007/2008 that Rotherham had experienced an increase in the rate of first

time entrants compared to the previous period. Rotherham's performance had outpaced national and regional trends but the gap was beginning to narrow. Rotherham's performance was now more aligned to national trends but better than regional average. This area had been judged to be amber based on local judgement, but remained on-line to meet the national target.

Cases were continuing to be subject to management audit (YOS7). There were examples of very good case management but some cases were not updated soon enough. Some assessments remained descriptive rather than analytical. This would be addressed in future training provision.

Information about the 12 new referrals (between October, 2013 – December, 2013) to the Service of under-18s who were misusing substances was also considered.

Other factors for the Youth Offending Service: -

- Service reductions due to Central Government funding reductions and the likely impact on staffing;
- The role of 'continual provision' within the Integrated Youth Support Service where young people would work with the same worker as far as possible;
- The contribution of the Youth Justice Grant for 2014-2015 had been announced as the same amount as the previous year's funding;
- The timetable for full joint inspections would be announced on 25<sup>th</sup> April, 2014;
- The Annual Youth Justice Plan would be submitted to a future meeting of the Youth Offending Service Management Board;
- The Police and Crime Commissioner had opened the Integrated Youth Support Services Conference held on 8<sup>th</sup> February, 2014, and he had promoted the 'See Something, Say Something' campaign;
- The Youth Justice and Restorative Justice Workshop was successful and over 40 delegates had signed-up;
- The Youth Justice Board had asked Rotherham's Youth Offending Service to take on additional responsibilities around the use of unsupervised unpaid work as a restorative measure for young people who had committed a crime. Historically Rotherham had not used these placements for 16 and 17 year olds. Magistrates did have the option of this measure. Further information from the Youth Justice Board regarding specification and available funding was awaited.

Resolved: - That the information shared be noted.

**E59. INFRASTRUCTURE AND CORPORATE INITIATIVES FUND (ICIB).**

The Community Engagement Manager (Housing and Neighbourhood Services, Neighbourhood and Adult Services Directorate) provided an update on ICIB.

He reported that a report would be submitted to the next meeting seeking approval for the funding advice, advocacy, and information services from the local voluntary sector for the 2014/15 financial year. This would be those projects out of scope of the ongoing commissioning exercise for generalist advice due to be completed by September, 2014.

Discussion ensued and the following area was raised: -

- The Cabinet Member requested an update on the discussions that took place following the last meeting on the Single Infrastructure Grant, finance, and a delivery output framework.

Resolved: - That an update meeting on the briefing meeting around the Single Infrastructure Grant be arranged.

**E60. DATE AND TIME OF THE NEXT MEETING: -**

Resolved: - That the next meeting of the Cabinet Member for Communities and Cohesion take place on Monday 28<sup>th</sup> April, 2014, to start at 12.00 noon in the Rotherham Town Hall.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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1.	<b>Meeting:</b>	<b>Cabinet Member for Communities and Cohesion</b>
2.	<b>Date:</b>	<b>28<sup>th</sup> April, 2014</b>
3.	<b>Title:</b>	<b>2014/2015 Infrastructure and Corporate Initiatives Budget (ICIB) - Grant Aid for Community Legal Advice &amp; Information Services (All Wards)</b>
4.	<b>Directorate:</b>	<b>Neighbourhood and Adult Services Directorate</b>

## 5. Summary

The report seeks approval to renew Service Level Agreements with Kiverton Park Independent Advice Centre (KPIAC), Rotherham Diversity Forum (RDF) Immigration Project, and Giving Real Opportunities to Women (GROW) to provide advice, information, and advocacy services for the 2014/15 financial year.

The three agencies were assessed as outside the scope of the current generalist welfare rights advice service commissioning exercise because they provide specialist services on a community of interest or place basis.

The agencies currently have one year Service Level Agreements in place that are due to end on 31<sup>st</sup> March 2014 and renewal will permit a continuation of the current provision pending a review of specialist advice services and an evaluation of the outcome of the generalist advice services commissioning exercise that is due to end in September 2014 when a new provider will be selected.

The agreements are funded through the delegated Infrastructure and Corporate Initiatives Budget (ICIB) under which the Cabinet Member, Communities and Cohesion, can award grants to local voluntary and community sector organisations that support initiatives aligned to the council's corporate priorities "helping people to improve their health and wellbeing and reducing inequalities within the borough" and "protecting our most vulnerable people and families, enabling them to maximise their independence".

## 6. Recommendations

**6.1 To renew Service Level Agreements with the listed voluntary and community sector organisations for the 2014/15 financial year as set out in the report.**

**6.2 To review these services with a view to undertaking a commissioning exercise during the current financial year 2014/15.**

## 7. Proposals and Details

### 7.1 Independent Advice Services Grant Aid requirements

In line with the outcomes of the review of advice and information services which have previously been reported to the Cabinet Member for Communities and Cohesion Delegated Powers meeting Members are asked to approve the funding amounts for the projects listed below. These projects are outside of the scope of the current review and procurement process so funding is required to secure the continuation of the services for a further financial year to allow for the outcome of the review of general advice services.

#### 7.1.1 Kiverton Park Independent Advice Centre (KPIAC) £27,698

KPIAC continues to perform against the existing service level agreement and performance highlights include: 1866 clients have been seen during the 2013/2014 financial year; 3213 enquiries being dealt with; verified gains and savings of £2.1 million have been made; and a new outreach session at Wickersley Library has also been launched in year. This has been achieved in the context of enquiries becoming more complex in their nature as on-going Welfare Reforms are rolled out. The focus of the work remains Benefits. Disability benefits such as Employment & Support Allowance and Disability Living Allowance. Guidance is provided to clients through complex medical assessments, and also the appeals process which often involves submissions to the First Tier Tribunal.

The weekly outreach 'drop-in' sessions have continued at– Thurcroft Welfare Hall, Dinnington's Middleton Institute and the Edward Dunn Memorial Hall in Maltby. Additionally KPIAC volunteers attend at the Arnold Centre on a fortnightly basis to attend to appointments generated by the centre's own staff. The Maltby and Dinnington sessions are particularly well attended with about a quarter of the centre's clients being seen at these two centres – over 200 clients per centre. Uniquely home visits continue to be available and these are an integral part the contract. This ensures that elderly and/or housebound clients continue to have access to advice and guidance.

A service specification is in place to support the service level agreement to:

- Drop In sessions on Monday evening and Wednesday afternoons at Kiverton Park Community Library
- Provide outreach sessions on Tuesday and Thursdays at Dinnington Community Library, Edward Dunn Memorial Hall Maltby, The Arnold Centre, The Welfare Hall Thurcroft, and Wickerlsey Community Library.
- Provide a telephone service Monday to Friday.
- Provide home visits to older people and disabled people Monday to Friday.
- Maintain a website to provide self-help.
- Benefit 1800 claimants per annum.
- Provide a service in the Wards of Anston and Woodstetts, Dinnington, Hellaby, Rother Vale, Wickerlsey, Holderness, Maltby, Rotherham East, and Wales.
- Seek and secure match funding from Lloyds TSB, Bridging Fund Trust, and AST Fund (total £17,963).
- Provide a free service.
- Support the Council with its overall strategic priorities.

To note KPIAC is the only service covering the south of the borough.



**7.1.2 Rotherham Diversity Forum (Immigration Project) £11,564**

The Immigration Project has been operated in the borough since 1992. The Project has consistently provided immigration and nationality advice to over 600 clients per annum and has maintained its accreditation with the Home Office to provide competent legal advice. This requires demonstration of key knowledge, skills and aptitude, and a commitment to continuous professional development.

Advice is provided on the immigration rules covering visitors, students, spouses/unmarried partners, immigration employment documents, and other related applications. Advice is also provided on nationality and citizenship under UK law including for naturalization as a British citizen and registration as a British citizen.

The offer caters for the population across the borough and most beneficiaries are from low income groups. The service is free at point of access and operates on an appointment and drop in basis. Referrals are made from statutory, voluntary and community organisations including local elected representatives. The use of bilingual volunteers and staff ensures the service continues to be accessible to the changing population of the borough.

A service specification is in place to support the service level agreement to:

- Provide drop in sessions Monday to Friday to Rotherham residents.
- Offer appointments Monday to Friday to Rotherham residents.
- Maintain Home Office accreditation at Level 1 to provide immigration and nationality advice.
- Maintain provision via town centre location (currently The Guardian Centre, Rotherham Market).
- Benefit 600 claimants per annum.
- Provide a free service.
- Provide a service for residents from all wards in the borough.
- Prepare and maintain the relevant paper work for referrals for appeals.
- Support the Council with its overall strategic priorities.

It should be noted that the Immigration Project will be the only voluntary sector immigration advisory service operating in the borough following the completion of the commissioning exercise of generalist advice as the focus of the new service will be welfare rights and benefits.

**7.2 Additional conditions of funding to be included in all specifications for VCS organisations providing advice and information services funded via ICIB.**

The Council in consultation with Advice in Rotherham (AiR) the umbrella group for independent advice agencies in Rotherham have agreed to the following for inclusion in service specifications as conditions of award of grant aid

▪ **AiR Membership**

To be a member of AiR and deliver advice within the new model of advice for Rotherham

▪ **Cross agency referral capability – Nellbooker**

Each partner will sign up and actively use Nellbooker the online booking and referral system to facilitate timely and accurate cross agency referrals thus improving the journey of the client.

▪ **Common Client Monitoring**

Funded agencies must be able to provide the council with regular information relating to client numbers, outcomes, equal opportunities etc. Information must be provided on time and in a form that is complete, clear and accurate. This requirement is essential to the whole process. The common counting system ensures that all data reported will link to show a true picture of need and delivery across Rotherham

▪ **Minimum threshold for Quality Assurance**

A minimum threshold for quality assurance is required – all agencies to be members of a recognised quality assurance system.

▪ **Addressing disadvantage**

Contracted agencies must be concerned with addressing disadvantage. Primarily this will be achieved by offering advice services targeted at those in most need. It will also encompass 'social added value' by, for example, developing and training volunteers who are disadvantaged within the labour market so that, in the process of inputting their free time, they can improve their skills and employability.

▪ **Area of operation**

Prospective members must be operating in Rotherham - the organisation must have a base located in the borough.

### **7.3 Advocacy Services Grant Aid Requirements**

#### **Giving Real Opportunities to Women (GROW)**

**£24,104**

GROW has been in operation for the last 24 years and provides support and advocacy services to vulnerable Rotherham women and their families. The core client group for which referrals are made are women who are not accessing specialist services - health (including preventive health screening, mental health, drugs and alcohol), benefits advice, domestic and/or sexual abuse.

The focus of the project is preventative work with women and their families delivered through one to one support in the clients own home leading to the production of a support plan. 383 women and their families (423 children) have been supported between 1 April 2012 and 31 March 2013.

The support plans develop coping strategies e.g. assertiveness, communication skills, confidence, decision making, problem solving with the aim of reducing the number of families that step up to complex or acute services. The service also supports families that are stepping down from acute services to sustain the transition

A service specification is in place to support the service level agreement to:

- Review Rotherham Women's Strategy and produce a revised version and action plan for approval by the Council and Rotherham Partnership.
- Re-establish Rotherham Women's Network with council officers and Elected Members, the local vcs, and statutory partners.
- Organise and facilitate International Womens Day 2015.

- Support 350 women and their families living with multiple issues by developing support plans that promote coping strategies to reduce demand for acute services, and also from stepping down from acute services to sustain the transition
- Receive referrals to support women and their families from all wards in the borough.
- Support the Council with its overall strategic priorities and specific priorities for CSE, Teenage Parent Care Pathways, and enabling women aged 50 years plus to move closer to the labour market.

## **8. Finance**

As section 7 above.

## **9. Risks and Uncertainties**

There will always be some risk associated with contracting with external organisations; this will continue to be managed through stronger commissioning, service level agreements and monitoring systems within the financial regulations of the authority.

## **10. Policy and Performance Agenda Implications**

The Government intends to introduce a range of significant changes to the benefits system as part of its Welfare Reform programme which is primarily based around incentivising work take-up. This has led to an increase in demand for advice, information, and advocacy services and continued funding of the groups listed in this report will enable Rotherham citizens to access services at the point of need.

## **11. Background Papers**

Minutes and reports to Cabinet Member (Communities and Inclusion) 8<sup>th</sup> March 2010.

Minutes and reports to Cabinet Member (Community Development, Equalities, and Young Peoples issues) 14<sup>th</sup> March 2011

Minutes and reports to Cabinet Member (Community Development, Equalities, and Young Peoples issues) 16<sup>th</sup> April 2012

Minutes and reports to Cabinet Member (Communities and Cohesion) 25<sup>th</sup> March 2013.

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