

ORANGE BOOK FOR INFORMATION

**Venue: Town Hall,
Moorgate Street,
Rotherham.**

**Date: Wednesday, 11th September,
2013**

Time: 2.00 p.m.

A G E N D A

1. Health Select Commission (Pages 1 - 5)
2. Self Regulation Select Commission (Pages 1 - 5)
3. Improving Lives Select Commission (Pages 1 - 10)
4. Overview and Scrutiny Management Board (Pages 1 - 12)
5. Improving Places Select Commission (Pages 1 - 5)
6. Reports for Information (Pages 1 - 12)

**HEALTH SELECT COMMISSION
11th July, 2013**

Present:- Councillor Steele (in the Chair); Councillors Dalton, Goulty, Havenhand, Hoddinott, Kaye, Middleton, Sims, Watson and Wootton; together with Councillor Wyatt (Cabinet Member for Health and Wellbeing) and co-opted members Mrs. V. Farnsworth, Mr. R. Parkin and Mr. P. Scholey.

Apologies for absence were received from Councillors Beaumont and Roche, from co-opted member Mr. R. Wells and from Dr. J. Radford.

13. DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

14. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

There were no members of the public or press present at the meeting.

15. COMMUNICATIONS

(1) Reference was made to the workshop about "Make Every Contact Count" which takes place at the Town Hall, Rotherham on Monday 16th September 2013. It was agreed that the Chair and the Vice-Chair should attend this workshop.

(2) It was agreed that Members of the Health Select Commission shall continue to have an agenda briefing session immediately prior to each scheduled meeting.

(3) Members thanked Deborah Fellowes (Scrutiny Manager) for her work in support of the Health Select Commission; this role would now be performed by Scrutiny Officer Janet Spurling.

16. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the minutes of the previous meeting of the Health Select Commission held on 13th June, 2013.

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

17. HEALTH AND WELLBEING BOARD

Consideration was given to the minutes of the meeting of the Health and Wellbeing Board held on 12th June 2013.

The Cabinet Member for Health and Wellbeing explained the way in which the Health and Wellbeing Board considers and responds to scrutiny

reviews about public health issues.

Reference was made to:-

item S11 (Domestic Abuse Injuries – Legal Aid) and patients' entitlement to letters confirming that their injuries were consistent with abuse. Members asked that further information be obtained from the Rotherham Foundation Trust about this issue.

(ii) the Commissioning Support Unit merger of services in South Yorkshire and West Yorkshire. Members also requested further information about the implications of this merger for services in the Rotherham Borough area.

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

18. INFORMATION SHARING

Further to Minute No. 74(2) of the meeting of the Health Select Commission held on 18th April, 2013, consideration was given to a report presented by the Information Governance Officer concerning Information Sharing Protocols within Rotherham. Members noted that there was an Overarching Information Sharing Protocol (OISP) which was a multi-agency protocol and was used by many organisations within Rotherham as evidence and compliance to Information Sharing best practice.

The submitted report contained an overview of Information Sharing within Rotherham and how it was supported by the OISP. Members were informed that processes place the service user at the centre of how their information was processed in accordance with their rights to privacy and confidentiality. The report explained the reasons why information is shared and why it was sometimes necessary to share information without obtaining an individual's consent.

Members discussed the following issues:-

: the way in which organisations decide upon the information to be shared (use of consent and referral forms) and obtaining parents' consent in respect of information about their children;

: the OISP was one example of best practice; any breaches of information sharing protocols may involve misconduct or illegal conduct;

: the sensitivity of sharing information about children at risk and the rigorous systems which were already in place to ensure confidentiality of information.

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

(2) That the work being undertaken to support the multi-agency

Information Sharing Protocols within the Rotherham Borough area be noted.

19. AUTISTIC SPECTRUM DISORDER REVIEW - CABINET RESPONSE

Further to Minute No. 29 of the meeting of the Cabinet held on 19th June, 2013, Councillor Dalton presented the report which set out the response to the findings and recommendations of the scrutiny review of Autistic Spectrum Disorder in Rotherham.

This review had been requested by the Cabinet Member for Children and Young People because of the apparent high levels of diagnosis of Autistic Spectrum Disorder (ASD) in Rotherham. This was identified in a report to the Cabinet Member and was explored further in a position paper to the Health Select Commission in July, 2012. It had been agreed at that meeting that a full scrutiny review would be required and this would investigate the steady increase in diagnoses within the last ten years.

The overall aim of the review was to achieve a better understanding of patterns of Autistic Spectrum Disorder in Rotherham, leading to the development of appropriate support and assistance to families affected by it. It was understood that the review took place in a climate of budget reductions and, therefore, also wanted to look at the potential for more effective use of existing resources.

The four stated objectives of the review were to consider, as follows:-

- The reasons for the higher diagnosis rates.
- Services required at diagnosis stage and after.
- 16+ support and transition.
- Budget implications.

The review was, therefore, structured around these four objectives, with a dedicated meeting held for each one and evidence presented around these four headings.

Key messages that came out of the review were as follows:-

- Early intervention and prevention work is key for children with Autistic Spectrum Disorder.
- Mental health needs of children and adults with Autistic Spectrum Disorder can arise because of the lack of support.
- Lack of clarity about where the lead of support lies – Education, Health etc.
- Family and home support is a gap in provision.
- It is difficult for many parents to make sense of all of the different agencies that are involved in this area of work.
- There has been significant progress made with this area of work and this needs to continue with clear leadership and direction.
- To ensure the best outcomes for children and young people with

Autistic Spectrum Disorder, parental voice and influence is absolutely crucial.

- All of the recommendations formed as part of this review were about more effective use of existing resources, achieving better value for money and becoming better organised in delivery of support. It was the view of the review group that there should not be a need for additional resources to implement the recommendations.

Resolved:- (1) That the Cabinet's response to the Scrutiny Review of the Autistic Spectrum Disorder, as now submitted, be noted.

(2) That all those involved in the review be thanked for their input.

(3) That a progress report on the implementation of the various recommendations of this scrutiny review be submitted to a meeting of the Health Select Commission in six months' time.

20. URGENT CARE REVIEW

Further to Minute No. 77 of the meeting of the Health Select Commission held on 18th April, 2013, consideration was given to a report presented by the Scrutiny Manager providing a summary of and the conclusions from the workshop sessions held between some members of the Health Select Commission and colleagues from the Rotherham Clinical Commissioning Group, which had examined the proposal to create a co-located Urgent Care Centre based at the Rotherham hospital. It was noted that this proposal would involve the closure of the NHS walk-in centre situated at Rawmarsh Road, Rotherham, adjacent to Bailey House. The workshops' conclusions were:-

(i) There is a strong clinical case for integration of the services, which Members support;

(ii) There are significant concerns about the access issues outlined in the report creating a barrier to the success of the proposals; and

(iii) There is a less convincing case for co-location and the spending of a large sum of capital funding on another new building.

Discussion took place on:-

: difficulty of access to the proposed co-located services, including the costs of travelling and parking involved when people will have to access these services at the Rotherham hospital; the limitations of bus services, from some outlying areas, to the Rotherham hospital;

: the severe pressures placed upon the Accident and Emergency Unit at the Rotherham hospital;

: difficulties in using the NHS '111' telephone number in order to access

emergency care;

: whether there is a sufficiently robust case to spend a substantial amount of money on a new building in which to accommodate the proposed co-located services.

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

(2) That, further to the conclusions reached by Members of the Health Select Commission who were part of the workshop meetings, this Select Commission:-

(a) agrees that there is a clinical case to be made in respect of the proposal to create a co-located Urgent Care Centre based at the Rotherham hospital;

(b) opposes the financial case for this proposed co-location, especially in the light of the current financial pressures upon the Rotherham hospital;

(c) notes that the NHS walk-in centre situated at Rawmarsh Road, Rotherham is a relatively new facility, one which is valued and very well used by the public of Rotherham and is in an easily-accessible town centre location; and

(d) expresses concern about the adequacy of the existing car parking facilities at the Rotherham hospital and whether there would be sufficient space available for the additional vehicles generated by visitors to the proposed co-located services;

(e) opposes the intention of the Rotherham hospital to impose charges for car parking upon visitors to the proposed co-located services.

21. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Health Select Commission be held on Thursday, 12th September, 2013, commencing at 9.30 a.m.

SELF REGULATION SELECT COMMISSION
25th July, 2013

Present:- Councillor Currie (in the Chair); Councillors Atkin, Beaumont, Beck, Ellis, Mannion, Sharman and Watson.

Apologies for absence were received from Councillors Ahmed, Godfrey, J. Hamilton and Tweed.

13. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

14. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

15. MINUTES OF THE PREVIOUS MEETING HELD ON 27TH JUNE, 2013

Resolved:- That the minutes of the previous meeting of the Self Regulation Select Commission held on 27th June, 2013 be approved as a correct record for signature by the Chairman.

16. GENERAL FUND - BUDGET PRINCIPLES 2014/15 AND ONWARDS 2014/15, PROPOSED BUDGET SETTING TIMETABLE AND 2013/14 REPORTING IN YEAR FINANCIAL BUDGET PERFORMANCE

Further to Minute No. 31 of the meeting of the Overview and Scrutiny Management Board held on 12th July, 2013, consideration was given to a report and presentation from the Chief Finance Manager stating that, in setting the 2013/14 Revenue Budget, it was recognised that the current budget principles, which had served the Council well since the coalition Government's programme of austerity begun, would need to be refreshed in the light of recent announcements that further significant funding reductions for Local Government were likely to continue until at least 2018. The report proposed a refreshed set of budget principles on which the 2014/15 General Fund Revenue Budget and Medium Term Financial Strategy should be based.

Included within the report were the proposed Budget Setting Timetable for the 2014/15 Revenue Budget and Medium Term Financial Strategy, as well as the proposed approach to reporting the Council's in-year financial performance to Cabinet for the financial year 2013/14.

Members noted that with the significant, continuing funding reductions and welfare reform changes that the Council would face until at least 2018, the new Budget principles were proposed to ensure the Council operated effectively within the funding available and delivered savings which would have the least impact on the citizens of Rotherham.

The salient points of the presentation by the Chief Finance Manager were:-

: recent changes as a consequence of the spending review announcements made by the Chancellor of the Exchequer on 26th June, 2013;

: April 2013 – changes, imposed by central Government, in the way local government is financed and to the welfare system;

: the significant increase in importance of business rates, in terms of a local authority's income;

: emphasis on the economic performance of local areas; areas performing less well, will have fewer resources to provide services;

: national funding outlook and the changing mix of funding, including the business rates retention scheme, with the revenue support grant reducing;

: the outlook for local authorities, especially the rising costs of adult social care, waste management and also capital financing costs;

: the prediction that the UK economy will take several years to recover;

: using traditional budget principles, the Council has managed significant budget reductions during the past three years, although the next generation of savings will be especially difficult to manage without adopting new budget principles;

: the proposed budget principles were outlined, including the need for the Council to stop doing things that are not important to all people; a Business and Jobs Growth Fund might need to be created;

: the importance of “crime and grime” services for local people; eg: concerns about anti-social-behaviour, noise nuisance and also ensuring that street cleansing and grass cutting services are maintained;

: a forecast of the indicative funding gap from 2014/15 to 2015/16; including revisions as a consequence of the coalition Government's recent spending review;

: adjustments to Formula Grants;

: the summary position of the Medium Term Financial Strategy; including a funding gap of £20.1 millions in 2014/15 and resources predicted to reduce by a further £15 millions in the 2015/16 financial year;

: the scope for change : managing service reductions and effectively managing choice and risk by making difficult decisions about funding for services;

: the report included details of the budget timetable for the budget setting process for the 2013/2014 financial year; the timetable might be subject to change, in response to the timing of any announcements by the coalition Government.

Members discussed the following issues:-

: the implications for the Local Plan and for new house-building in the Rotherham Borough area;

: the need to grow the local economy, both in the Rotherham Borough area and in the wider Sheffield City Region; acknowledging the difficulty of local authorities having to compete with each other to attract inward investment;

: the Council's proposed business and jobs growth fund (which is still subject to Council approval);

: the importance of attracting inward investment to the Rotherham Borough area;

: the impact upon citizens of current and future reductions in the level of provision of public services;

: future savings proposals for this Council's service budgets;

: the implications for the Council's contracts (eg: waste management);

: the impact of the Government's welfare reform agenda.

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

(2) That the Self Regulation Select Commission notes:-

(a) the refreshed principles on which the 2014/15 General Fund Revenue Budget and Medium Term Financial Strategy will be based;

(b) the proposed budget setting timetable for the Revenue Budget 2014/15 and Medium Term Financial Strategy; and

(c) the proposed approach to reporting to the Cabinet on the Revenue Budget monitoring position for the 2013/14 financial year and onwards.

17. CORPORATE RISK REGISTER

Consideration was given to a report presented by the Director of Audit and Asset Management which provided details of this Council's 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 implications of the Welfare Reforms, delivering effective Children's Services within budget, Digital Region and economic growth. The report summarised the management actions being taken to mitigate these and other risks in the register and listed the risks in descending inherent risk order, so as to emphasise the most significant among them.

The risk score on the priority relating to achieving economic growth had increased in recognition of the continuing weak economic conditions. The financial risk associated with the administration of Municipal Mutual Insurance had been downgraded following more certainty over the Council's financial liability and the availability of funding to meet this liability.

A new risk relating to Family Poverty (0044) had been added to the register, in recognition of this issue being a key priority for the Health and Wellbeing Board.

The Select Commission's debate about this matter included the following salient issues:-

: realignment of the risk register with the Council's revised Corporate Plan and corporate priorities;

: the risks related to social deprivation and families living in deprived circumstances;

: the need to ensure that there will be a cost effective outcome to the Digital Region project;

: insurance liabilities in respect of the Municipal Mutual Insurance company, which is now in administration.

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

(2) That the contents of the Corporate Risk Register summary, now submitted, be noted.

(3) That the current assessment of the Council's priority corporate risks be approved.

(4) That, in the view of this Select Commission, the Corporate Risk Register should refer to the risks associated with the Council's role as corporate parent of looked after children and young people.

18. SIX MONTH PROGRESS UPDATE TO SCRUTINY RECOMMENDATIONS OF RMBC'S DISTRICT HEATING SERVICE (FEBRUARY 2013)

Further to Minute No. 105 of the meeting of the Cabinet held on 5th December, 2012 and Minute No. 133 of the meeting of the Overview and Scrutiny Management Board held on 1st March, 2013, consideration was given to a report presented by the Programme Delivery Manager concerning the Council's response to the findings and recommendations of the scrutiny review of District Heating.

Recommendation 16 of the review stated that the Self Regulation Select Commission (or any successor body) should assume a monitoring role to ensure that the progress on the implementation of the agreed recommendations is maintained.

The Select Commission's discussion of this matter included the following salient issues:-

- : the positive approach of the multi-disciplined steering group meetings;
- : district heating charges being separate from housing rent charges;
- : the district heating stock condition survey is now taking place, having begun during June 2013;
- : capital investment requirements for new District Heating equipment, as well as the possibility of grant funding being available;
- : progress in respect of the Swinton Fitzwilliam estate.

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

(2) That this Select Commission notes that positive progress is being made with the recommendations of the scrutiny review of District Heating, as set out in the appendix to the submitted report.

(3) That an annual update report be submitted to a meeting of the Self Regulation Select Commission, during February 2014, detailing the further progress being made with the recommendations of the scrutiny review of District Heating.

IMPROVING LIVES SELECT COMMISSION
10th July, 2013

Present:- Councillor G. A. Russell (in the Chair); Councillors Ali, Astbury, Buckley, Burton, Clark, Dodson, J. Hamilton, Kaye, Lelliott, License, Read, Sharman and Andrews. Co-opted members:- Mrs. A. Clough and Mr. M. Smith.

Councillor Lakin, Cabinet Member for Children, Young People and Families' Services was also in attendance.

Apologies for absence had been received from:- Councillors Donaldson and Robinson and co-opted member Ms. J. Jones.

10. DECLARATIONS OF INTEREST.

There were no declarations of interest to record.

11. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS.

There were no members of the public or the press in attendance.

12. COMMUNICATIONS.

There was nothing to raise under this item.

13. MINUTES FROM THE PREVIOUS MEETING HELD ON 12TH JUNE, 2013.

The minutes of the previous meeting of the Improving Lives Select Commission held on 12th June, 2013, were considered.

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

14. APPOINTMENTS OF REPRESENTATIVES ON PANELS AND WORKING GROUPS.

Resolved: - That the following appointments of representatives on panels and working groups from the Improving Lives Select Commission for the 2013-2014 Municipal Year be approved: -

(a) Health, Welfare and Safety Panel – Councillor G. A. Russell
(Councillor S. Ali as her substitute).

(b) Recycling Group – Councillor D. Lelliott.

(c) Environment and Climate Change Strategy Group – Councillor L. Astbury.

15. UPDATE ON PROGRESS TO THE SCRUTINY REVIEW: THE ROLE OF SCHOOL GOVERNORS.

Councillor G. A. Russell introduced the Co-ordinator of Governor Services (School Effectiveness Service, Schools and Lifelong Learning, Children and Young People's Services) to the meeting.

Further to Minute No. C97 of the Cabinet meeting held on 21st November, 2012 (Response to Scrutiny Review: The Role of School Governors) where the outcomes of the review were accepted, the Co-ordinator of Governor Services had now prepared an update report for the Improving Lives Select Commission that outlined the progress against the sixteen recommendations.

The Co-ordinator of Governor Services referred to a number of factors in relation to National policy that were expected to have an impact on the detail of the specific recommendations. Where appropriate, action on the recommendations had been postponed pending publication of national policy guidelines.

Appendix One to the submitted report outlined each recommendation, whether it had been accepted or rejected, the Cabinet's response in November, 2012, the responsible Officer, the timeframe for activity and an update on the actions to date in relation to each of the sixteen recommendations.

Task Groups had been established to enable development and actioning of the recommendations. Since the publication of the report, the educational landscape of the Council had seen the creation of the not for profit 'Learners First Ltd.' company that was a collaboration of a number of highly performing Schools across the Borough, along with links to excellent practitioners across the region and nation. The remit of the Learners First Ltd. was to ensure that schools were improving and to support them to do so. The remit of the company meant that they were now responsible for a number of the Scrutiny Review's recommendations.

An overview was provided in relation to each recommendation and the actions that had been undertaken to implement them: -

1. School Governors' Taskforce

One overarching Taskforce had not been created, but aspects had been selected and groups of Governors had been tasked with certain areas and identifying and developing areas of good practice.

This approach had responded to the development of the school-on-school support model that Learners First Ltd. were working towards, including the use of peer mentoring and training opportunities.

A toolkit had been developed to identify good practice which would be available on the internet for Governing Bodies in September, 2013.

Relevant areas where this was taking place included safeguarding issues. It was noted that national legislation and guidance was due to be published in the area.

2. Recruitment – development of a generic person specification

Production of this had been postponed whilst the Department for Education was updating the 'Handbook for Governors'. The handbook was delayed from the expected date of publication in May, 2013.

It was envisaged that the updated material would be available from September, 2013. Work would then commence and the template person specification would be published.

3. Each School be encouraged to develop a more specific role description

This had already been completed and had been published in January, 2013.

The guidance would be reviewed in September, 2013, following publication of the 'Handbook'.

4. Local Authority Officers to be encouraged to become Governors

This would be an on-going communication to Rotherham MBC employees.

5. Payment of expenses

National government guidance had recently been published relating to this area. A review of Rotherham's policy would take place in light of the revised guidance and any changes would be published in the Autumn Term, 2013.

6. The Cabinet Member for Children, Young People and Families clarifies what expectations the Local Authority has of its appointees, including attendance at learning and development events

Actioning of this had been postponed pending receipt of the National Government's guidance.

7. Prior to recruitment, LA appointed Governors complete an expression of interest form and undergo a recruitment process that clearly outlines the roles and responsibilities of LA Governors

Actioning of this had been postponed pending receipt of the National Government's guidance.

8. Induction and Training

The Local Authority was continuing to publish opportunities available to Governors, ensuring that updated training programmes and e-learning modules were available. Learners First Ltd. were also developing and communicating a programme of training opportunities

Usually at their autumn term meeting, governing bodies reviewed their training and development needs and how these would impact on the school.

9. Programme for Continued Professional Development be developed, including the greater use of e-learning and resources from the National College. This programme should include learning resources to support any specific roles or responsibilities (eg performance management, HR, chairing skills

See update in relation to Recommendation 8.

10. Headteachers to receive training or guidance in working with Governing Bodies

This work would be led by Learners First Ltd. This would intend to support Governors to assess strengths and weaknesses and ask challenging questions of Headteachers.

11. Training in Self Evaluation techniques should be undertaken by all Governing Bodies with a view to undertaking this exercise every two years in line with National Governors Association criteria

Guidance on self-evaluation would be provided to Governors to help them to challenge and assess their own performance.

12. A Personal Development Review (PDR) to be undertaken (by appropriate staff/governor in school or through peer arrangements) ideally every two years with each Governor

This recommendation had been rejected as it would be difficult to implement and monitor.

13. Greater use should be made of online training by all school governors through the NGA and Modern Governor

The training resources available through Modern Governor were raised at a recent Chairs and Vice Chairs meeting. Clerks to Governing Bodies would also be asked to circulate the information in their September Briefing.

14. Further work should be undertaken by the Governor Development Service, with the Rotherham Schools' Forum, to look at options to provide enhanced support to clerks. The review group suggest that this role could be undertaken across a cluster of schools by one 'adviser', whilst each body retained its clerk to undertake administrative tasks.

Learners First Ltd. were developing this offer. This was already taking place in some Learning Communities.

15. The review supports the continuation and strengthening of the Governor Development Service within the current learning communities and other partnership arrangements.

No update provided.

16. That the web pages hosted on the Council's own and associated websites (e.g. Rotherham Connected Learning) are updated to ensure that relevant resources (such as role descriptions, guidance and links to other sites) are available online

This issue was ongoing and continual monitoring would take place.

Discussion ensued on the information presented and issues raised included: -

- **How had the Scrutiny Review's Recommendations been received by Governing Bodies?** – Overall very well, schools were increasingly working collaboratively and sharing good practice was increasingly used to make improvements.
- **How were Rotherham's different types of Schools engaging in incorporating the Recommendations?** – All Schools were engaged, the Governing Body's responsibilities were the same regardless of their status/category and they required the same access to support resources.
- **Who had responsibility for policing the expectations and standards of individual Governors and Governing Bodies?** – Individual Governing Body had the responsibility for conducting a skills audit and addressing any gaps in expertise. Local Authority Governors were appointed by the Cabinet Member for Children, Young People and Families' Services. The Local Authority was also able to intervene when there were instances of critical concern in Schools/Governing Bodies. The Local Authority did not have powers of intervention in Academy Schools, but could report their concerns to Ofsted or the Department for Education.
- **Were Clerks to Governing Bodies given opportunities to undertake Personal Development Reviews?** – Yes. Individual and collective opportunities for reflective development were offered to improve practice.

The Chairperson of the Improving Lives Select Commission thanked the Co-ordinator of Governor Services for their informative presentation and contribution to the discussion.

Resolved: - (1) That the report be accepted and the content in relation to the progress made to date in implementing the recommendations of the Review into the Role of School Governors be noted.

(2) That the Governor Development Service and Learners First Ltd. be supported in continuing to implement the Review's Recommendations.

16. HOME AFFAIRS SELECT COMMITTEE - CHILD SEXUAL EXPLOITATION AND THE RESPONSE TO LOCALISED GROOMING.

The Improving Lives Select Commission considered and discussed the information presented by the Strategic Director for Children and Young People's Services that related to the report of the Home Affairs Select Committee entitled 'Child Sexual Exploitation and the response to localised grooming', published on 10th June, 2013. The report encompassed 36 general statements and/or recommendations.

Councillor P. Lakin, Cabinet Member for Children, Young People and Families' Services was also in attendance to answer the questions of the Improving Lives Select Commission.

Rotherham's Chief Executive and Strategic Director of Children and Young People's Services had been called to give evidence to the Home Affairs Select Commission on the 8th January, 2013. Tackling the sexual exploitation of children and young people remained the highest priority for Rotherham Metropolitan Borough Council, and the Council welcomed the Select Committee report as a body of evidence and advice to be used by local authorities around the Country to improve their response to these horrific crimes. It was noted that Rotherham was one of the small number of local authorities that had a multi-agency response to the Home Affairs Select Commission report; nine local authorities in the region did not have a response in place.

Following publication of the report, the Rotherham Local Safeguarding Children Board's Manager and the Strategic Director for Children and Young People's Services had undertaken a self-assessment against the 36 recommendations/statements within the report. This exercise had highlighted three areas where the Council was undertaking work as identified in the recommendations but where the work was not reflected in the existing Child Sexual Exploitation Action Plan. These were: -

- Recommendation 4: Improvements in Residential Care;
- Recommendation 8: Return interviews for children who had been reported missing;
- Recommendation 31: Resources for the voluntary sector.

Rotherham's Child Sexual Exploitation Action Plan would be updated to reflect the activities taking place.

The Council's response to the Select Committee findings would be met from existing resources. However, the Improving Lives Select Commission were informed that an additional £50k per year had been secured for the work of the Child Sexual Exploitation team from Safer Rotherham Partnership managed funds via the Police and Crime Commissioner for each of the next three years.

The Strategic Director explained how the publication of the Home Affairs Select Committees' report enabled the Council and its Partners to review their practices to ensure that all children and young people were safe. All Partners held that strengthened multi-agency working must lead to enhanced disclosure and evidence gathering, investigations and ultimately prosecutions by the Police. All Partners fully acknowledged the deterrent effect that successful prosecutions could bring.

The Strategic Director's report also outlined the other areas of quality control and scrutiny that were expected to be undertaken on Children and Young People's Services and Partner Organisations/Agencies. Children and Young People's Services would be externally assessed by Barnardo's, and it was expected that a review of Children's Services in respect of Child Sexual Exploitation would be undertaken before December, 2013. All Partners welcomed these opportunities.

Appendix One to the submitted report outlined each of the 36 recommendations, the self-assessment that had been undertaken in relation to Rotherham's arrangements, and identified actions. The Strategic Director spoke about Rotherham's actions in relation to each recommendation.

Discussion ensued amongst the Improving Lives Select Commission and the Strategic Director and Cabinet Member in relation to the information presented. Issues raised included: -

- Support for the victims of Child Sexual Exploitation;
- Training: -
 - All Residential Staff had been trained on Child Sexual Exploitation issues;
 - The Learning and Development Sub-group of the Rotherham Local Safeguarding Children Board would expand and had created six modules of mandatory training relating to Child Sexual Exploitation, including on issues of how victims were perceived and worked with;
 - Work was underway to develop training/awareness raising programme for all frontline officers;
 - Partner organisations including Parish Councils and School Governing Bodies were also included;
 - Role for Licensing partners in sharing lessons learned;
- Protocols and procedures for when children were reported missing from care provision;
- 2002 Home Office Report;
- Approaches undertaken by other local authorities and how these differed from Rotherham's;
- Role of Scrutiny process;

- Data collection and standardised recording across a national data set;
- No agencies or individuals (apart from family members) were protected when Serious Case Reviews were researched or published;
- Rotherham's Child S Serious Case Review had been available for publication with the Department for Education for over a year, but to date, had not been published by the Government Department;
- Dubious training opportunities provided by some private providers;
- Risk Assessments – overall numerical incidence and analysis of each case: -
 - 89 cases were open to the Child Sexual Exploitation Team;
 - 6 cases had undergone a Core Assessment;
 - 83 cases were open to Social Care Professionals to work with appropriately;
 - 600 cases were open South Yorkshire Police Force;
- Children and young people who had been victims of sexual exploitation had priority to work with CAMHS and RDASH and a Sexual Health Worker. This was a watching brief for the Sexual Exploitation Sub-group to ensure that there were appropriate resources in place;
- Education and awareness raising with Year 6 and 7 students would be piloted during 2013/14. Tailored programmes had been developed to increase their efficacy, including programmes for Special Schools, topics for consideration in Personal, Social and Health Education lessons, age-appropriate content and peer mentoring opportunities;
- The Children and Young People's Services' Improvement Panel would monitor the issues on an ongoing basis;
- Prosecutions of suspected offenders through the justice process was a priority within Rotherham and the most desire outcome for the cases involving Child Sexual Exploitation. This was explained through the evidence-giving process to the Home Affairs Select Committee;
- Response in relation to the contact between victims of Child Sexual Exploitation and Political leaders;
- Tailored packages of support for victims of Child Sexual Exploitation going through the legal process;
- Differences between conviction rates for different areas. Figures for local authorities often included all child abuse convictions, which included a wider range of crimes than 'just' Child Sexual Exploitation;

- Rotherham had a number of Child Sexual Exploitation prosecutions that were pending court cases;
- Collaborative working with the Police and engaging with their Child Sexual Exploitation structures and response units;
- South Yorkshire Police had increased the strategic-focus of their sub-group, from Tier 3/4 to Strategic level;
- The Action Plan was a 'live' document and would shortly be presented to the independent Rotherham Local Safeguarding Children Board for comment.

The Chairperson of the Improving Lives Select Commission thanked the Strategic Director for her presentation and contribution to the discussion. The Improving Lives Select Commission requested that regular ongoing updates against the Action Plan were provided to the Commission.

Resolved: - (1) That Rotherham's self-assessment against the Home Affairs Select Commission's 36 recommendations be noted.

(2) That the Cabinet's agreed method of receiving progress reports against the local Child Sexual Exploitation Action Plan (incorporating the 36 recommendations) be noted.

(3) That the Improving Lives Select Commission continue to receive information, as part of their work programme, in relation to the Rotherham Local Safeguarding Children Board and regular updates in relation to progress against the Child Sexual Exploitation Action Plan.

(4) That the issuing of quarterly updates to all of Rotherham's Elected Members be circulated in relation to these issues.

17. DATE AND TIME OF THE NEXT MEETING: -

Resolved: - (1) That the next meeting of the Improving Lives Select Commission take place on Wednesday 18th September, 2013, to start at 1.30 p.m. in the Rotherham Town Hall.

(2) That the other meeting dates of the Improving Lives Select Commission for the 2013 – 2014 Municipal Year take place on: -

- Wednesday 6th November, 2013;
- Wednesday 18th December, 2013 – to start at 2.00 p.m.;
- Wednesday 22nd January, 2014;
- Wednesday 12th March, 2014;
- Wednesday 9th April, 2014;

- Wednesday 11th June, 2014;
- Wednesday 9th July, 2014.

All to start at 1.30 p.m. (with the exception of the December meeting) in the Rotherham Town Hall.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
12th July, 2013

Present:- Councillor Whelbourn (in the Chair); Councillors Beck, Currie, Dalton, Falvey, Gilding, Read, G. A. Russell, Sims and Steele; the Deputy Leader, Councillor Akhtar, attended the meeting for consideration of item 31.

28. OVERVIEW AND SCRUTINY MANAGEMENT BOARD - STARTING TIME

Consideration was given to the starting time of meetings of the Overview and Scrutiny Management Board.

Resolved:- That future meetings of the Overview and Scrutiny Management Board shall begin at 9.00 a.m.

29. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

30. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

31. GENERAL FUND - BUDGET PRINCIPLES 2014/15 AND ONWARDS 2014/15, PROPOSED BUDGET SETTING TIMETABLE AND 2013/14 REPORTING IN YEAR FINANCIAL BUDGET PERFORMANCE

Further to Minute No. 42 of the meeting of the Cabinet held on 3rd July 2013, consideration was given to a report presented by the Director of Finance stating that, in setting the 2013/14 Revenue Budget, it was recognised that the current budget principles, which had served the Council well since the coalition Government's programme of austerity begun, would need to be refreshed in the light of recent announcements that further significant funding reductions for Local Government were likely to continue until at least 2018. The report proposed a refreshed set of budget principles on which the 2014/15 General Fund Revenue Budget and Medium Term Financial Strategy should be based.

Included within the report were the proposed Budget Setting Timetable for the 2014/15 Revenue Budget and Medium Term Financial Strategy, as well as the proposed approach to reporting the Council's in-year financial performance to Cabinet for the financial year 2013/14.

Members noted that with the significant, continuing funding reductions and welfare reform changes that the Council would face until at least 2018, the new Budget principles were proposed to ensure the Council operated effectively within the funding available and delivered savings which had the least impact on the citizens of Rotherham.

The salient points of the presentation by the Director of Finance were:-

: April 2013 – changes, imposed by central Government, in the way local government is financed and to the welfare system;

: emphasis on the economic performance of local areas; areas performing less well, will have fewer resources to provide services;

: national funding outlook (before the recent spending review announcements by the Chancellor of the Exchequer); the changing mix of funding, including the business rates retention scheme, with the revenue support grant reducing;

: the outlook for local authorities, especially the rising costs of adult social care, waste management and also capital financing costs;

: studies by Sheffield Hallam University have produced forecast losses to the local economy arising from welfare reform changes and local authority budget reductions; the implications for the Rotherham Borough area;

: the prediction that the UK economy will take several years to recover; the International Monetary Fund's decisions on the AAA rating of the UK economy;

: using traditional budget principles, the Council has managed significant budget reductions during the past three years, although the next generation of savings will be especially difficult to manage without adopting new budget principles;

: the proposed budget principles were outlined; eg: to stop doing things that are not important to all people; a Business and Jobs Growth Fund ought to be created;

: the importance of "crime and grime" services for local people; eg: concerns about anti-social-behaviour, noise nuisance and also ensuring that street cleansing and grass cutting services are maintained;

: a forecast of the indicative funding gap from 2014/15 to 2015/16; revisions necessary as a consequence of the coalition Government's recent spending review;

: adjustments to Formula Grants;

: the triennial review of the Local Government Pension Scheme; increasing liabilities for the scheme, because people are living longer;

: the summary position of the Medium Term Financial Strategy; a funding gap of £20 millions from 2013/14 to 2014/15; resources are predicted to reduce into the 2015/16 financial year and beyond;

: the scope for change : managing service reductions and effectively managing choice and risk by making difficult decisions about funding for services;

: the radical changes have occurred to the Council during the past three years;

: the report included details of the budget timetable for the budget setting process for the 2013/2014 financial year; the timetable might be subject to change, in response to any announcements by the coalition Government.

Copies of the presentation slides will be provided for Members of the Overview and Scrutiny Management Board.

Members discussed the following issues:-

: protecting important services, such as those for children at risk;

: the need to grow the local economy, both in the Rotherham Borough area and in the wider Sheffield City Region; the difficulty of local authorities competing with each other to attract inward investment;

: ensuring that Members receive sufficient information about budget issues;

: the pressure on services (especially housing) from immigration;

: the impact of privatisation of public services;

: the 'community right to challenge';

: procurement from companies in the local area;

: the impact of the Local Plan and the availability of land for commercial and industrial use;

: the need to increase the business rates base in the Rotherham Borough area; eg: the recent business confidence survey; the importance of the Advanced Manufacturing Park (Waverley);

: the demand for and pressure on local authority and health services caused by social deprivation, homelessness and poverty;

: local authority funding for Local Economic Partnerships.

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

(2) That the Overview and Scrutiny Management Board notes:-

(a) the refreshed principles on which the 2014/15 General Fund Revenue Budget and Medium Term Financial Strategy will be based;

(b) the proposed budget setting timetable for the Revenue Budget 2014/15 and Medium Term Financial Strategy, with an additional opportunity for this management Board to receive a report prior to budget finalisation in February 2014 (this timetable may be subject to alteration); and

(c) the proposed approach to reporting to the Cabinet on the Revenue Budget monitoring position for the 2013/14 financial year and onwards.

32. SCRUTINY REVIEW OF FUEL POVERTY

Further to Minute No. 44 of the meeting of the Cabinet held on 3rd July 2013, consideration was given to a report presented by the Public Health Specialist detailing the response to the scrutiny review of Fuel Poverty which had taken place during the period April to December 2012. This review had been identified in the 2011/12 scrutiny work programme and originally allocated to the Improving Places Select Commission, focusing on physical schemes and measures to improve fuel efficiency in communities with a high incidence of fuel poverty. However, the issue of the forthcoming Green Deal and its potential impact had led to other Select Commissions raising fuel poverty as a key issue and, therefore, the review had been re-allocated to the Overview and Scrutiny Management Board as part of its 2012/13 work programme.

The report stated that, since completion of the review, progress had been made with work underway on a number of the Scrutiny's recommendations including the establishment of a Green Deal Working Group and a Green Deal Partnership Agreement under development. Members noted that all eleven of this review's recommendations had been accepted and lead officers identified to implement them in accordance with the details contained within the action plan.

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

(2) That a progress report on the implementation of the recommendations of the scrutiny review of Fuel Poverty be submitted to the meeting of the Overview and Scrutiny Management Board to be held on Friday, 24th January, 2014.

(3) That, further to resolution (2) above, monitoring reports on the implementation of the recommendations of the scrutiny review of Fuel Poverty be submitted to meetings of the Overview and Scrutiny Management Board at intervals of three months.

33. SCRUTINY ANNUAL REPORT 2012/2013

Consideration was given to a report presented by the Scrutiny Manager concerning the Scrutiny Annual Report for the 2012/2013 Municipal Year. Accordingly, Members considered the contents of the final draft of the Annual Report 2012/13, prior to its submission to the Council meeting on 24th July 2013.

Members agreed a number of contextual alterations to the Annual Report.

Members thanked the scrutiny officers for preparing this document.

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

(2) That the Scrutiny Annual Report for the 2012/2013 Municipal Year, as now amended, be approved insofar as this Management Board is concerned and forwarded to the Council meeting for further consideration.

34. YOUTH CABINET/YOUNG PEOPLE'S ISSUES

There were no issues to report.

35. MINUTES OF THE PREVIOUS MEETING HELD ON 28TH JUNE, 2013

Resolved:- That the minutes of the previous meeting of the Overview and Scrutiny Management Board, held on 28th June, 2013, be approved as a correct record for signature by the Chairman.

36. WORK IN PROGRESS**Health Select Commission:-**

The Chair reported on the recent activities of the Health Select Commission:-

: the continuing scrutiny review of the policy for the discharge of patients from hospital;

: continuing the spotlight review of childhood obesity, with a focus on healthy eating and physical education in primary schools.

: study of information sharing protocols between public authorities;

: considered the Cabinet's response to the recommendations of the scrutiny review of Autistic Spectrum Disorder

: consideration of the Clinical Commissioning Group's review of Urgent Care services (the Select Commission has decided to oppose the review's proposals).

Deborah Fellowes was thanked for her work in support of the Health Select Commission; this role will now be undertaken by her colleague Janet Spurling.

Improving Lives Select Commission:-

The Chair reported on the recent activities of the Improving Lives Select Commission:-

: consideration of the progress report on the scrutiny review of the role of school governors;

: consideration of the outcome of the review by the Government's Home Affairs Select Committee of child sexual exploitation – further reports will be submitted to the Select Commission later this year (this will be an open meeting and Members were encouraged to attend);

Self Regulation Select Commission:-

The Chair reported on the recent activities of the Self Regulation Select Commission:-

: continuing consideration of the Council's budget setting process;

: the review of Council's Commissioning function has begun;

: the review of this Council's Procurement function will soon begin (and will be led by the Improving Places Select Commission);

: there is to be a review of the Council's Corporate Plan.

Improving Places Select Commission:-

The Chair reported on the recent activities of the Improving Places Select Commission:-

: forthcoming study of the Housing allocations policy;

: consideration of the scrutiny review report of grounds maintenance and street cleansing services;

: the scrutiny review of homelessness will soon begin.

Overview and Scrutiny Management Board:-

The Chair reported on the recent activities of the Overview and Scrutiny Management Board:-

: it was agreed that there should be initial consideration of the Council's Corporate Plan, with the Chief Executive being invited to present the item at a meeting of this Management Board, prior to a detailed review by the Self Regulation Select Commission.

37. CALL-IN ISSUES

There were no formal call-in requests.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
26th July, 2013

Present:- Councillor Whelbourn (in the Chair); Councillors Gilding, G. A. Russell, Sims and Steele.

Apologies for absence were received from Councillors Beck, Currie, Dalton, Falvey and Read.

38. FORMER COUNCILLOR F. WRIGHT

Members stood in silence as a mark of respect for former Councillor Fred Wright who had died recently. Former Councillor Wright had been Mayor of Rotherham in the 2004/05 Municipal Year and also Chair of the Council's scrutiny function.

39. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

40. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

41. CORPORATE PRIORITIES

Further to Minute No. 36 of the meeting of the Overview and Scrutiny Management Board held on 12th July, 2013 and Minute No. 54 of the meeting of the Cabinet held on 24th July, 2013, consideration was given to a report presented by the Policy and Partnerships Manager concerning the Council's refreshed draft corporate priorities. The report included the more detailed key commitments which form the draft "plan on a page"; and also sets out the rationale for arriving at these priorities and provided a timetable for final approval and dissemination to Council staff and to the Council's partner organisations. The four corporate priorities are:-

: stimulating the local economy and helping local people into work;

: protecting the most vulnerable people and families, enabling them to maximise their independence;

: ensuring all areas of Rotherham are safe, clean and well maintained;

: helping people to improve their health and wellbeing and reducing inequalities within the Borough area.

Members were informed of the following budget principles which will enable the Council to operate effectively within the funding available:-

- focus and deliver on business and jobs growth;
- help people to help themselves wherever possible;
- provide early support to prevent needs becoming more serious;
- continue strong financial management and governance and tight control on spending.

The report stated that the revised corporate priorities must reflect the new financial reality and provide a framework for the Council, working with partner organisations, to deliver the best possible outcomes for local people.

Members' subsequent debate included the following salient issues:-

- : job creation within the Borough area and the security of employment (Members asked to be provided with statistics for the last two years);
- : the performance framework which enables the Council to monitor performance in respect of these corporate priorities;
- : the impact of the coalition Government's welfare reforms upon inequalities within the Rotherham Borough area;
- : procurement by the Council of goods and services from local suppliers;
- : the budget in respect of the Council's responsibility for public health services;
- : the need for Council service plans to reflect the four priorities;

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

(2) That the views now expressed by the Overview and Scrutiny Management Board be forwarded to the Cabinet, to assist the further development and discussion about the corporate priorities.

(3) That it be noted that further work should take place to identify the outcomes the Council wishes to achieve and to ensure that the corporate plan reflects the need for a new approach to meet the challenges facing the Council.

(4) That it be noted that a final version of the corporate priorities and plan will be submitted to the Cabinet for further discussion and agreement during September, 2013, before submission to the Council for final approval.

(5) That the Self Regulation Select Commission be asked to consider the various Council service plans and the way in which they may help to deliver the corporate priorities, prior to the four corporate priorities being considered at the Council meeting to be held on 23rd October, 2013.

42. SCRUTINY REVIEWS - MONITORING ARRANGEMENTS

Consideration was given to a report, presented by the Scrutiny Manager, providing an overview of scrutiny review activity to determine which pieces of work require continued monitoring and which ones are concluded, or are in need of refreshing in the light of changing circumstances. The submitted report contained an outline of previous reviews focussing on activity from 2010 onwards and proposed some arrangements for the monitoring of the implementation of scrutiny reviews.

Appended to the report was a list of all scrutiny reviews currently taking place and which are detailed in the 2012/13 Scrutiny Annual Report.

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

(2) That the various recommendations relating to all of the scrutiny reviews currently taking place, as detailed in the appendix to the report now submitted, be approved, subject to the inclusion of a further recommendation that all Members of the Council shall receive annual refresher training in the role of corporate parent for looked after children.

(3) That the following principles be adopted within the scrutiny work programme, to facilitate the monitoring of scrutiny reviews:-

(a) all new scrutiny reviews shall be monitored by their lead Select Commission or by the Overview and Scrutiny Management Board;

(b) upon receipt of a Cabinet response to a scrutiny review, by the Overview and Scrutiny Management Board, the monitoring arrangements shall be agreed at that time;

(c) all new scrutiny reviews shall be reviewed at the most six months after completion and sooner if circumstances so necessitate (for example: if there are a number of recommendations in the response to a review with earlier deadlines for action);

(d) further to (c) above, all subsequent monitoring reports shall be submitted at intervals of twelve months, unless there are specific concerns or actions requiring more frequent monitoring (this arrangement shall be agreed with the lead officer for the scrutiny review);

(e) whenever a scrutiny review is deemed to be completed, its closure shall be noted by the Overview and Scrutiny Management Board.

43. OVERVIEW AND SCRUTINY MANAGEMENT BOARD'S WORK PROGRAMME

Further to Minute No. 21 of the meeting of the Overview and Scrutiny Management Board held on 28th June, 2013, consideration was given to a report presented by the Scrutiny Manager containing a suggested

provisional timetable for the work programme of the Overview and Scrutiny Management Board for 2013/14 and providing further clarification on some of the proposed work areas. The suggested work programme was appended to the submitted report.

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

(2) That the scrutiny work programme of the Overview and Scrutiny Management Board for the 2013/2014 Municipal Year and the programme's timetable, as now submitted, be approved.

44. YOUTH CABINET/YOUNG PEOPLE'S ISSUES

There were no issues to report.

45. MINUTES OF THE PREVIOUS MEETING HELD ON 12TH JULY, 2013

Resolved:- That the minutes of the previous meeting of the Overview and Scrutiny Management Board, held on 12th July, 2013, be approved as a correct record for signature by the Chairman.

46. WORK IN PROGRESS

Health Select Commission:-

The Chair reported on the recent activities of the Health Select Commission:-

: a spotlight review of Carers' support will begin during September 2013, together with representatives of the Improving Lives Select Commission;

: further discussion of the Clinical Commissioning Group's review of Urgent Care services (the Select Commission has decided to oppose the review's proposals).

Improving Lives Select Commission:-

The Chair reported on the recent activities of the Improving Lives Select Commission:-

: participation in the forthcoming spotlight review of carers' support.

Improving Places Select Commission:-

The Vice-Chair reported on the recent activities of the Improving Places Select Commission:-

: consideration of the review and proposed revisions to the Council's Housing Allocations Policy;

: the scrutiny review of homelessness has begun.

Overview and Scrutiny Management Board:-

The Chair reported on the recent activities of the Overview and Scrutiny Management Board:-

: progress will be made in accordance with the agreed work programme 2013/2014.

47. CALL-IN ISSUES

There were no formal call-in requests.

IMPROVING PLACES SELECT COMMISSION
24th July, 2013

Present:- Councillor Falvey (in the Chair); Councillors Andrews, Astbury, Atkin, Dodson, Ellis, Gilding, Godfrey, N. Hamilton, Jepson, Johnston, Pickering, Read, Roche, Sims, Swift, Vines, Wallis and Whysall; together with co-opted members Mrs. P. Copnell and Mr. B. Walker.

Apologies for absence were received from The Mayor (Councillor Foden) and from Councillors Gosling and P. A. Russell.

7. DECLARATIONS OF INTEREST

All Members and co-opted members of the Improving Places Select Commission, present at this meeting, declared their personal interests in item 11 below (Revision of RMBC's Council Housing Allocations Policy) because they are either (i) Council housing tenants themselves; or (ii) a relative of a Council housing tenant; or (iii) may have a close association with someone who is a Council housing tenant, or an applicant for a tenancy.

8. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

9. COMMUNICATIONS

There were no items to report.

10. MINUTES OF THE PREVIOUS MEETING OF THE IMPROVING PLACES SELECT COMMISSION HELD ON 19TH JUNE, 2013

Resolved:- That the minutes of the previous meeting of the Improving Places Select Commission, held on 19th June, 2013, be approved as a correct record for signature by the Chairman.

11. REVISION OF RMBC'S COUNCIL HOUSING ALLOCATIONS POLICY

Further to minutes of previous meetings of the Improving Places Select Commission (Minute No. 33(3) of the meeting held on 17th October, 2012 and Minute No. 52 of the meeting held on 27th March, 2013), consideration was given to a report presented by the Sandra Tolley (Housing Options Manager) and Sandra Wardle (Housing Advice Manager) concerning this Council's Housing Allocations Policy, which was last substantially amended in January 2010. The report stated that this Policy needs to be revised again to take into account the new flexibilities and opportunities offered to social housing landlords by the Localism Act 2011, and to make the system as fair as possible. There is also the need to review the Housing Allocations Policy because of the size of the

Housing Register, the likelihood that the Register will increase if no action is taken and to take account of the circumstances of local people and firmly base the Housing Allocations Policy on addressing housing need.

Feedback from Elected Members, about the proposed revisions to the Housing Allocations Policy, will be incorporated into the final version of the Policy, which will be submitted to the Cabinet and to the Council meeting for formal adoption during November, 2013.

The Select Commission noted that the Localism Act 2011 seeks to devolve responsibility back to local authorities, allowing more decisions about housing to be taken locally. In the case of allocating housing, this means local authority landlords are able to apply locally determined criteria to their housing registers and no longer have to operate open registers, with the expectation from central Government that social housing should be offered to those people in housing need.

This Council's Housing Register currently contains more than 25,000 applicants, the vast majority of whom are adequately housed, placed in the General group and do not currently need a Council house, although they may aspire to live in a Council home in the future. The submitted report listed the main problems caused by the current policy.

The report, the presentation and the Select Commission's subsequent debate included the following salient issues:-

: consultation timetable, which began during the Autumn 2012 and leads to the eventual implementation of the revised Housing Allocations Policy, after approval by the Council, during December 2013;

: the impact of the increasing demand for housing, as well as housing provision for people who are in greater need;

: costs of administration of a register containing 25,000 households;

: relevant legislation – Housing Act 1996 (Part VI); Homelessness Act 2002; Localism Act 2011;

: the Council's 'Fair and Flexible Policy' for the allocation of Council housing, to the people most in need;

: statistical details of the Council Housing Register of applicants for tenancies;

: the definition of people who are adequately housed;

: housing allocations policies (and numbers of people on the housing register) of neighbouring and nearby local authorities (a summary of benchmarked data was appended to the report);

- : allocation of housing to people who have served in the Armed Forces;
- : the 'downsizing rules' and the effects of the coalition Government's welfare reforms;
- : the implications for people who are already owner-occupiers and applicants who do not live in the Rotherham Borough area;
- : options for cancelling applications, for example if an applicant refuses the offer of a housing tenancy;
- : discussion about the 'General Waiting List' of applicants for housing; the advertising of vacant properties for letting and the difficulties posed by hard-to-let properties;
- : the policy of some local authorities requiring applicants to live within the same local authority area for a number of years before an application for a Council housing tenancy will be accepted;
- : dealing with the most urgent, emergency cases of housing need;
- : the priority category for young people leaving the care of the local authority;
- : ways of informing the general public about changes to the Housing Allocations Policy;
- : the categorisation of people living in 'tied accommodation', eg: school caretakers;
- : the categorisation of people who are bereaved and people from broken family relationships.

Members were provided with a questionnaire to complete during the meeting, containing optional proposals for the definitions of Housing Need Groups to be included within the future Housing Allocations Policy.

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

(2) That the Improving Places Select Commission expresses the following views with regard to the proposed revisions to this Council's Housing Allocations Policy:-

(a) to change the Housing Register so that applicants are listed in the "Register of Housing Need", but that there shall no longer be a "General Waiting List";

(b) to create three new groups/categories applicable to the Register of Housing Need; and that Housing Officers shall report further on the proposed titles for these three groups/categories;

(c) the Select Commission does not agree with any proposed increase in the percentage of properties to be advertised to applicants; instead the Select Commission suggests that 100% of vacant properties are to be advertised to people in the most urgent need of housing and 50% of properties shall be advertised equally to applicants placed within the other two groups/categories;

(d) after the initial mail-out, there shall be no further annual reviews of the Housing Register, as the resources spent on this costly administration are better deployed on providing advice services to people about the full range of housing options in Rotherham;

(e) all applicants for Council housing tenancies must have lived within the Rotherham Borough area for a minimum period of three years consecutively;

(f) the new housing downsizing rules shall be added to the highest priority group/category of Housing need;

(g) applicants needing to move house for reasons relating to employment in the Rotherham Borough area shall be added to the second priority group/category of Housing need and must have lived in the Rotherham Borough area for a minimum period of three years consecutively;

(h) applicants who are currently bidding, living with family, friends or dependants and who are ready to live independently but cannot afford other housing options, such as private rented or owner occupation, shall be added to the third priority group/category of Housing need;

(i) Housing Officers shall examine the most appropriate way of considering and categorising applicants for housing tenancies from Armed Forces personnel, both in the light of this Council's Armed Forces covenant and in accordance with provisions of the Localism Act 2011;

(j) to make the following changes to policy and procedures in order to manage more effectively the Housing Register and encourage behaviour change:-

(i) once a person has refused two offers, their application shall be cancelled;

(ii) once a person has decided and agreed to have major adaptations work that meet their long-term needs, their re-housing application should be cancelled;

(iii) once an application has been cancelled for any reason, such as re-housing and evictions, the applicant should not be allowed to re-join the Housing Register until after a period of twelve months has elapsed;

(iv) once a homeless applicant refuses a suitable offer of accommodation (Council, Registered Social Landlord or private rented sector) the homeless applicant will be moved down from the second group/category to the third group/category of Housing need; furthermore, on acceptance of a private rented sector offer, their application should be cancelled.

(All Members and co-opted members of the Improving Places Select Commission, present at this meeting, declared their personal interests in the above item because they are either (i) Council housing tenants themselves; or (ii) a relative of a Council housing tenant; or (iii) may have a close association with someone who is a Council housing tenant or an applicant for a tenancy)

12. ITEMS DEFERRED UNTIL THE NEXT MEETING

In view of the time spent upon consideration of item 11 above, the following agenda items were deferred until the next meeting of the Improving Places Select Commission, to be held on Wednesday, 4th September, 2013:-

- : Planning Obligations – updated Section 106 Accounts information
- : Developer contributions for open spaces
- : Community Infrastructure Levy viability and infrastructure study
- : school place planning

**COUNCIL SEMINAR
23rd July, 2013**

Present:- Councillor Doyle (in the Chair); The Mayor (Councillor John Foden), Ahmed, Atkin, Beaumont, Clark, Currie, Dodson, Ellis, Gosling, Goulty, Kaye, Pickering, Pitchley, G. A. Russell, P. A. Russell, Stone, Swift, Whelbourn and Wyatt.

Apologies for absence had been received from Councillors Ali and Donaldson.

DEMENTIA FRIENDLY COMMUNITIES.

Councillor John Doyle, Cabinet Member for Adult Social Care, welcomed those present to the Seminar and thanked them for attending. He spoke about how common Dementia was and how, sadly, it was likely that everyone had, or would have, some experience of the disease through personal experience or friends and relatives who were sufferers. He welcomed two Officers who had prepared a presentation on the creation of 'Dementia Friendly Communities' to help sufferers and their carers: -

Jacqueline Clark, Operational Commissioner, Commissioning, Neighbourhood and Adult Services.

Ruth Fletcher-Brown, Public Health Specialist, Public Health, Neighbourhood and Adult Services.

The definition of a 'Dementia Friendly Community' was: -

One that showed a high level of public awareness and understanding so that people with Dementia and their carers were encouraged to seek help and were supported by their community.

A 'Dementia Friendly Community' encouraged and helped people to keep their independence.

Dementia was one of the six priorities within the Joint Health and Wellbeing Board Strategy.

- Within Rotherham, Dementia was the biggest health concern for the over 55s;
- Economically, the disease cost the Local Authority more than the cost of Cancer, Heart Disease and Stroke;
- There was a projected increase in the number of cases of Dementia over the next three years;
- Dementia was a priority of all agencies and partners;
- It was a national priority as the Prime Minister's Office had created a 'Challenge for Dementia'.

A quotation from the Joseph Rowntree Foundation was shared as it recognised that, along with the medical diagnosis and consequences of Dementia, there was a large impact on the person's wider lifestyle, and

also their partner and family's experiences. Dementia could lead to people's support networks reducing. There was evidence that the wider problems experienced by sufferers and their families led to earlier formal interventions being required than if a more supportive, community-based approach was available, allowing a person to retain their independence. The costs of formal intervention were high and on-going.

Dementia Friendly Communities: -

Since Autumn 2012, a three-year project had been underway to develop 'Dementia Friendly Communities'. The initial target was for 20 towns/cities to receive a Charter by 2015. This had already been achieved, and in the region, Leeds, Sheffield, Wakefield and Bradford had already achieved this. The newly revised target was 50 towns/cities by 2015.

To achieve the 'Dementia Friendly Community Charter', communities had to: -

- Proactively work with businesses to understand and respond to the needs of people suffering from Dementia;
- Provide training for frontline workers of 'everyday services' to identify and respond to the needs of Dementia sufferers;
- Ensure as far as possible that shared/public spaces were safe, had clear signage and that staff had positive attitudes to people with Dementia;
- Local Authority Planners were aware of the needs of Dementia sufferers when planning new developments, transport, public signs and Services;
- Dementia awareness sessions were held for children and young people to increase their awareness and understanding.

Efforts were underway in Rotherham to achieve the Charter mark: -

- The Prevention Sub-Group of the Older Peoples' Mental Health Group was leading on this work;
- The Dementia Society was acting as an adviser;
- Work was underway to: -
 - Help staff to be 'Dementia-aware';
 - Help service users to be confident to access all types of provision;
 - Provide local businesses and taxis with training opportunities;
 - Train Culture and Leisure Services and Housing Services staff.
- Part of the Charter related to training individuals up to be 'Dementia Friends' and 'Dementia Champions'. These individuals would be trained to be aware of the problems of the disease and know how to help Dementia sufferers;
 - Rotherham had a combined target of 6,000 people to be trained as Dementia Friends and Champions by 2015;

- The training opportunity would be promoted through Area Partnership Groups, Rother-Fed, Area Assemblies and Community Action Groups;
- Rotherham already had 12 Dementia Champions (Doncaster had 60). Dementia Champions would train the Friends;
- At the present time, there were nationally 10,732 Dementia Friends. All of these had been recruited and trained since February, 2013, which demonstrated a really positive start.
- Rotherham's Elected Members were asked to consider undertaking the role and also publicising the opportunity within their networks.

Discussion ensued and the following issues were raised: -

- The importance of all agencies giving a clear message that Dementia should not be surrounded by stigma and for those concerned to visit their GP and take the simple tests;
- Personal experience of attending the Maltby 'Memory Café' that brought Dementia sufferers and their families and carers together to share ideas, experiences and enjoy time together;
- Were all Services that ran Dementia provision joined up?
 - Answer: Yes. There were very good connections with the Dementia Society. Services were commissioned by RMBC, with Public Health and the Voluntary Sector being key providers. Carers were also key to Dementia support. The Local Authority had a Strategy to support carers.
- Some of those present had personal experience of family members suffering from Dementia. Issues such as GPs being reluctant to engage with other family members, slow to diagnose, and support for carers were the main issues experienced.
 - Answer: - The Rotherham's Clinical Commissioning Group's key priorities were to ensure early diagnosis. A re-design of the Residential Care Specification sought to ensure that people continued to be active for as long as possible and were enabled to continue caring for themselves whilst in a residential home.
- The Health and Wellbeing Board were due to receive a presentation in relation to the Dementia priority;
- Commissioning could be used intelligently to ensure that all contracts were placed with providers that had undertaken the Dementia Friend training; such as Transport providers;
- How did we ensure that the carers' voice was always represented?
 - Answer: - A Dementia Forum hosted by RMBC, and Officers from Commissioning and Health attended the meeting. For all contracted services, feedback from service users and their family members was sought and acted upon. Consideration was being given to making 'secret shopper' visits to all provision. The

Carers' Strategy was also being refreshed.

- How had the training opportunities available been promoted?
 - Answer: - During Dementia Awareness week radio advertisements had been aired, videos had been uploaded to Youtube and a newsletter was sent to all Residential settings.
- The importance of carers; without them the Local Authority would not be able to operate. The Local Authority should seek to make the experiences of carers as easy and stress-free as possible. How well this was being achieved could be looked at through a Scrutiny Review;
- It was often hard for carers to receive information about their family member's condition as GPs could be reluctant to share confidential information. Often, Dementia sufferers would report on a good day that they were well and would not raise any concerns with health professionals. Family members could be reluctant to speak about their loved one's condition and daily experiences, as often Dementia manifested itself in suffers with an intense dislike about being talked about or not believed.

Councillor Doyle thanked Jacqui and Ruth on behalf of all members for attending the Seminar and for their informative presentation and contribution to the discussion.

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

(2) That the presentation slides and information about becoming a Dementia Friend/Champion be circulated to all Elected Members.

(3) That a suggestion is made to the Improving Lives and Health Select Commissions that a Scrutiny Review is undertaken to look at the support available for carers to maximise their quality of life.

LICENSING SUB-COMMITTEE
25th July, 2013

Present:- Councillor Wootton (in the Chair); Councillors Barron and Goulty.

CLUB/PREMISES CERTIFICATE (LICENSING ACT 2003) - QUEEN'S HOTEL, WINTERWELL ROAD, WEST MELTON

Further to a minute of the meeting of the Licensing Sub-Committee held on 14th September, 2012, consideration was given to an application for the review of a premises licence under the provisions of the Licensing Act 2003, in respect of the premises known as the Queen's Hotel, Winterwell Road, West Melton.

The review had been applied for by the Borough Council's Community Protection Unit, under the prevention of public nuisance, public safety and protection of children from harm licensing objectives. The Sub-Committee heard representations from a Borough Council Licensing Enforcement Officer, local residents, the Police Licensing Enforcement Officer, the Public Health Co-ordinator and the Rotherham Safeguarding Children Board, all in support of the review application. In addition, there were representations from the Solicitor for Admiral Taverns and representatives of Admiral Taverns, as well as the new Designated Premises Supervisor and his father.

The Sub-Committee heard that, since the review of the premises licence on 14th September 2012, the premises had continued to be a cause for concern to the Community Protection Unit and to local residents. Reference was made to the diary of incidents maintained by local residents which detailed incidents happening outside the premises and in the vicinity of their properties: these included urinating, shouting and swearing by customers of the premises, indecent behaviour outside the premises, the breaking of glasses/bottles and the general unruly behaviour of customers, some of whom appeared to be young and in many cases below the age to purchase alcohol. The South Yorkshire Police had taken witness statements in respect of a public order disturbance which had occurred outside the premises on 16th October 2012. A young person (aged 16 years) had been arrested during this incident and had admitted to drinking alcohol inside the premises. It was known that 'bass line' events happened frequently at the premises, specifically to attract younger customers.

Members were advised that a noise abatement notice under the provisions of the Environmental Protection Act 1990 had been served on the premises (December, 2012) as a result of the continuing noise nuisance at the premises. There had been changes in the form of replacing the Designated Premises Supervisor, although the problems had remained. The local residents described how they felt intimidated by

some of the customers of the premises and were fearful of reprisals should they challenge the behaviour of those customers.

The Licensing Sub Committee heard from the Licensing Enforcement Officer of South Yorkshire Police who confirmed the Police contact with the previous Designated Premises Supervisor, as well as the incidents which had occurred at the premises. Members also heard from a representative of the Borough Council's Public Health service, who expanded on the representation about the impact of alcohol on young persons, both from a health perspective and the longer term impact on educational and social development. A representative of the Rotherham Safeguarding Children Board spoke about the representation concerning the impact of the issues raised on the safety of children and protecting children from harm.

The representatives for the licence holder advised the Sub-Committee that as soon as the Company had learned about the issues at the premises, via the submission of a review, the Company had acted immediately to take steps to resolve the issues at the premises. Reference was made to the appeal against the previous decision (14 September 2012) which concerned the need to seek clarification about the wording and meaning of a condition that had been imposed at that 2012 hearing about the use of a smoking area at the premises. The appeal had ultimately been withdrawn during March 2013.

The Sub-Committee heard about the operation of Admiral Taverns as a business and the way in which the Company deals with its licences and tenancies. Reference was made to the case law of *Hall and Woodhouse Ltd v the Borough and County of the Town of Poole*, where it was found that the acts of third parties/tenants cannot be attached to the premises licence holder.

The representative for Admiral Taverns told the Sub-Committee about the Company improving the premises. A new Designated Premises Supervisor and his family have invested in the premises and intend to recreate a local community pub and to attract customers from the local area. The new Designated Premises Supervisor and his father spoke to the Sub-Committee about the plans for the future development of the premises and the business.

The Sub-Committee questioned both parties about the issues raised during the review and heard lengthy testimony about the circumstances of the review and actions taken since the review was submitted to the Licensing Authority.

Resolved:- (1) That the details of the application for the review of the premises licence be noted.

(2) That the premises licence in respect of the Queen's Hotel, Winterwell Road, West Melton be suspended for a period of two months.

(3) That the hours for the sale of alcohol at the premises be amended to:-

- Friday and Saturday until 0030 hours and the premises shall close at 0100 hours

(4) That the following additional conditions shall be attached to the premises licence and are agreed as part of the Minor Variation application:-

(a) no drinks are to be taken outside the premises, to any of the smoking areas, after 2000 hours (Monday to Sunday); and

(b) no drinks are to be taken outside the premises unless they are contained in plastic/polycarbonate glasses and the contents of all glass bottles shall be decanted into plastic/polycarbonate glasses.

**LICENSING SUB-COMMITTEE
1st August, 2013**

Present:- Councillor Wootton (in the Chair); Councillors Goult and Swift.

**CLUB/PREMISES CERTIFICATE (LICENSING ACT 2003) -
MARANTO'S, 23 HIGH STREET, SWALLOWNEST**

Consideration was given to an application for a premises licence under the Licensing Act 2003, in respect of the premises known as Maranto's, 23 High Street, Swallownest.

The Licensing Authority received representations from local residents living near to these premises, from a local Ward Councillor, from the Borough Council's Community Protection Unit and from the Aston-cum-Aughton Parish Council, which were not withdrawn and the Sub-Committee considered those representations. The applicant and a supporter attended the meeting and presented the licence application and responded to the issues raised in the written representations considered by the Sub-Committee.

Members learned that the Maranto's premises included a restaurant area with seating for 24 people and there was also a take-away facility. The applicant and his supporter advised the Sub-Committee that the applicant wished to sell alcohol only with food orders over £10.00 and that the premises would not be an 'off licence'. The premises now closed at 11.00 pm, as a consequence of discussions with an enforcement officer of the Borough Council. In relation to the representations relating to potential noise and nuisance, the applicant considered that those problems could not be connected with the subject premises, because they had only recently opened. There was no evidence that any existing problems of anti-social behaviour in the area were connected to Maranto's and the applicant had already established good relations with his regular customers. In response to concerns about vehicle parking, the applicant explained that limited off-road parking was available at the rear of the premises.

Members questioned the applicant about the submitted information and in particular about the premises' publicity material which detailed the prices for alcoholic drinks and for food. They expressed their concern about the lack of clarity and consistency between the information presented at the hearing and the premises' printed menus. Members also had reservations about the impact of the premises in an area which was already a priority in relation to the prevention of anti-social behaviour.

The Sub-Committee formed the view that the representations submitted by objectors were valid concerns. The representations made on behalf of the applicant and his supporter had to some extent addressed the issues

raised, but in the opinion of the Sub-Committee, they did not sufficiently overcome the concerns raised to resolve issues to the satisfaction of the local authority. The area in which the premises are situated is a PACT priority area in relation to anti-social behaviour and the granting a licence to the premises was likely to exacerbate these problems in the area. Members expressed their concern that the applicant had disregarded the Licensing Act 2003 by selling late night refreshment whilst unlicensed and placed emphasis on the representation from the Borough Council enforcement officer that the applicant was not a 'fit and proper' person to be granted a licence.

Resolved:- That the application, now submitted, for a premises licence for the premises known as Maranto's, 23 High Street, Swallownest, be refused.

LICENSING SUB-COMMITTEE
7th August, 2013

Present:- Councillor Wootton (in the Chair); Councillors Barron and Buckley.

**CLUB/PREMISES CERTIFICATE (LICENSING ACT 2003) - SHIRAZ
TAKE-AWAY, 125B BAWTRY ROAD, WICKERSLEY**

Consideration was given to an application for a premises licence under the Licensing Act 2003, in respect of the premises known as the Shiraz Take-away, 125b Bawtry Road, Wickersley.

The Licensing Authority received representations from the Wickersley Parish Council, which were not withdrawn and the Sub-Committee considered those representations. The applicant and his representative attended the meeting and presented the licence application and responded to the issues raised in the written representations considered by the Sub-Committee.

The application was for a licence for an existing premises selling take-away food. The applicant wished to licence the premises to extend the opening hours for the sale of Late Night Refreshments. The premises had been operating for almost three years and the extended opening hours would enable the hot food take-away to operate in a flexible manner to serve its current customer base.

The applicant and his representative stated that there were no residential properties within a significant distance of the premises. During the three years of operation, there had been no relevant issues in relation to the premises and no cause for complaint. The representative for the applicant also stated that he believed the objection made appeared to be of little relevance to this specific individual application, but appeared to be more general in its nature. He also believed that, in particular, paragraph two of the objection appeared, as a whole, not to be relevant.

The Sub-Committee questioned the applicant with regard to the hours stated in the application.

Resolved:- (1) That the application for the grant of a premises licence in respect of the Shiraz Take-away, 125b Bawtry Road, Wickersley be approved.

(2) That the following hours shall be permitted:-

(a) sale of Late Night Refreshments:-

Mondays to Thursdays – from 2300 hours to 12:30 am
Fridays and Saturdays – from 2300 hours to 01:30 am
Sundays – from 2300 hours to 01:00 am

(b) the premises Opening Hours:-

Mondays to Thursdays – from 12:00 noon to 01:00 am
Fridays and Saturdays – from 12:00 noon to 02:00 am
Sundays – from 12:00 noon to 01:30 am

**EARLY ACCESS TO PENSION BENEFITS
16th August, 2013**

Present:- Councillor Stone (in the Chair); Councillor Akhtar.

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 1 of Part I of Schedule 12A to the Local Government Act 1972 (information relating to individuals).

EARLY ACCESS TO PENSION BENEFITS

The Panel considered an application for early access to pension benefits on compassionate grounds in respect of J.H.

Resolved:- That the early access of pension benefits in respect of J.H. be approved.